

**THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
AT THE VILLAGE HALL  
NOVEMBER 12, 2025  
18:30:00/6:30 PM**

At 18:30:00/6:30:00 MAYOR SOUVA CALLED THE MEETING TO ORDER, THOSE IN ATTENDANCE RECITED THE PLEDGE OF ALLEGIANCE.

PRESENT WERE: MAYOR MARK SOUVA  
TRUSTEES: KIM VOGT, PATTY BATES, DIANE MAHAR, SCOTT ALEXANDER  
CLERK: KIMBERLY AUGUSTINE  
ABSENT: SUPERINTENDENT RICH ROSS  
GUEST: MICKEY DIETRICH, LEWIS ALEXANDER, GAIL ALEXANDER

**APPROVAL OF OCTOBER MEETING MINUTES**

A MOTION WAS MADE BY TRUSTEE BATES AND SECONDED BY TRUSTEE VOGT, TO APPROVE OCTOBER 2025 MEETING MINUTES.

TRUSTEE VOGT AYE  
TRUSTEE BATES AYE  
TRUSTEE MAHAR AYE  
TRUSTEE ALEXANDER AYE  
MAYOR SOUVA AYE

ALL PRESENT IN FAVOR, MOTION CARRIED.

**APPROVED NOVEMBER 10, 2025**

**APPROVAL OF OCTOBER SPECIAL MEETING MINUTES**

A MOTION WAS MADE BY TRUSTEE VOGT AND SECONDED BY TRUSTEE BATES, TO APPROVE OCTOBER 2025 SPECIAL MEETING MINUTES.

TRUSTEE VOGT AYE  
TRUSTEE BATES AYE  
TRUSTEE MAHAR AYE  
TRUSTEE ALEXANDER AYE  
MAYOR SOUVA AYE

ALL PRESENT IN FAVOR, MOTION CARRIED.

**APPROVED NOVEMBER 10, 2025**

---

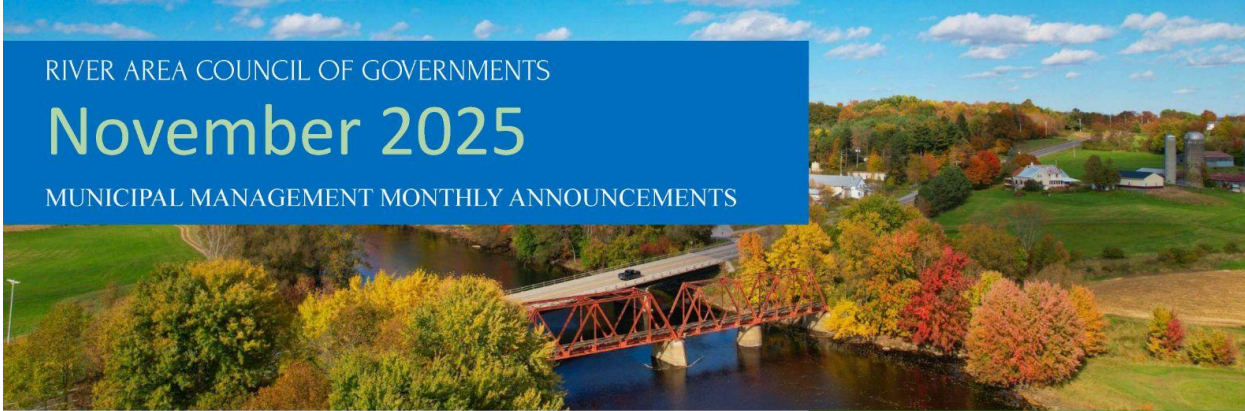
**UPDATES**  
RACOG

THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025

RIVER AREA COUNCIL OF GOVERNMENTS

# November 2025

MUNICIPAL MANAGEMENT MONTHLY ANNOUNCEMENTS



## RACOG UPDATES

- **RACOG Economic Visioning Summit**

Scheduled for March 19, 2026 at the Howard G. Sackett Technical Center.

- **Student Activity & Outreach**

RACOG Youth Committee - They met on October 29, 2026. Going to look at start a monthly youth activity focused on the arts. They are interested in also developing a RACOG welcome packet for new residents.

Civic Service Student Activity Program (CSSAP) - We had 11 students total from Copenhagen, Lowville, and South Lewis attend the program on October 23, 2025. Next program date will be May 21, 2026.

- **Strategic Plan**

Looking to see if this is something the commission can assist with if needed.

- **Comprehensive Plan Updates**

Upon the completion of the comprehensive plans for Wilna, Carthage, Deferiet and Denmark, Castorland, Copenhagen, I will pass along the new executive summary layout that we are using.

- **Dog Control**

Town of Wilna waiting for the grant to open up. Communities are working through the new contracts and changes with Lewis County Humane Society and the Jefferson County SPCA.



RIVER AREA COUNCIL OF GOVERNMENTS

## UPCOMING

### Next RACOG Meeting

January 22, 2026 @ 6:00 PM

Town of Wilna Municipal Building

Presenters - ?

## OTHER

### 2024-25 Snowmobile Report

The NYS Office of Parks, Recreation, and Historic Preservation (OPRHP), who develops, maintains, and oversees the statewide snowmobile program, has published the 2024-25 report.

[Click Here](#)

**THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025**

## TRAININGS

- **Non-Profit Bootcamp**

**Training:** Join us for a session on Financial Oversight for Nonprofits, designed to help board members, treasurers, and nonprofit leaders strengthen their financial management skills.

**Location:** Virtual

**Dates:** November 6, 2025 @ 12:00pm - 1:00pm

**Website/Registration:** [Click Here](#)

- **Snow Place Like Tug Hill: Exploring Winter's Impact In A Multi-Use Landscape**

**Training:** Join the Northeast Regional Climate Center and NYS Tug Hill Commission for a two-part workshop series focused on weather- and climate-related challenges of winter activities in the Tug Hill region.

**Location:** October 22 - Webinar, November 6 - Howard G. Sackett Technical Center

**Dates:** October 22, 2025 - Webinar, November 6, 2025 - Howard G. Sackett Technical Center

**Website/Registration:** [Click Here](#)

- **Land Use Training Event**

**Training:** Housing In Your Community

**Location:** Mohawk Valley Community College Wilcox Hall - Room 225, 1101 Sherman Dr. Utica, NY 13501

**Dates:** November 10, 2026 @ 5:00pm to 8:00pm

**Website/Registration:** [239apps@oneidacountyny.gov](mailto:239apps@oneidacountyny.gov)

- **Cornell Local Roads Training**

**Training:** Cornell Local Roads Training

**Location:** Webinar

**Dates:** Various Dates

**Website/Registration:** [Click Here](#)

## GRANTS

- **New York State Council on the Arts Capital Projects Fund**

Capital funding is now available to nonprofit arts and cultural organizations through the New York State Council on the Arts Capital Projects Fund.

**Due Date:** January 13, 2026

**Website:** [Click Here](#)

- **Community Development Block Grants**

The NYS Office of Homes and Community Renewal has several Community Development Block Grant (CDBG) grants currently open.

**Due Date:**

**Website:** [Click Here](#)

**THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025**

DPW

- Turned off water at both cemetery's
- Pulled all the plugs on all the big flower pots
- Pumped out rain barrel at bandstand and hanging flower pots
- Changed out stage #1 and #2 with prewashed filters
- Washed two sets of stage #1 and put two sets in brine solution
- Put away all big flowerpots for the season
- Put away all five wooden benches for the season
- Rest of hanging flowerpots are all put away for the season
- Picked up two sheets of plywood for sewer plant
- Covered pits with plywood up to the sewer plant
- Called in UFPO for water service at 9807 River road
- Put away rain barrel
- Put away water tank
- Picked up more Hypo
- Called in UFPO for stump grinding at 10010 st. rt.12
- Put new tarp on F-450
- Put wiper on loader
- Changed out injector at Stoddard water plant
- Had meeting with Claude DOH
- Turned off well #5 and turned on well #3 to give 5 a break
- Tightened up back up camera on F-450
- Had the Insurance adjuster here to check all building
- Installed handicap rail in bathroom
- Had Eric Shambo check on furnace at Woodbatttle it would come on and go off
- Turned on furnaces at sewer plant and three bay shop
- Removed all cork board on bulletin board
- Stained bulletin board
- Washed mirrors on F-450
- Read all Village and Denmark meters
- Had mower serviced for the season
- Turned off UV building for the season and pulled bulbs and put the up inside sewer plant to stay warm
- Took down pink ribbons at bandstand and took them up to sewer plant
- Took off mower deck off for the season and put snowblower on and brought over spare blower
- Water is shut off at 3078 Mechanic st.
- Put both flags at half staff
- Located water main break with the help of Jacob O'brian and Steve Freeman
- Water main break on Cataract street infront of 2977 Kim Votes house
- Water main break all fixed with the help of Powis Contracting
- Took two water samples one from Kim Votes house and one from Village Hall and sewer samples to Converse Labs
- Picked up road cones that were left out after water main break
- Swept stones back into hole where water main break was
- Did Annual Fire Inspection

THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



*S.T.P. Main Flow Control Chamber Open Grid*



*S.T.P. Main Flow Control Chamber Covered*



*S.T.P. Secondary Flow Control Chamber Open Grid*



*S.T.P. Secondary Flow Control Chamber Covered*

THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



*Curb Stop Required 16516 St 12, Vincent*



*Curb Stop Required 2970 Cataract Street, Brantford*

CATARACT ST WATER LINE BREAK

THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



**THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025**



THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



**THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025**

ADDITIONAL NOTE ON WATER LINE BREAK, THE ROAD WILL BE PAVED AS SOON AS POSSIBLE.

UPDATE ON GARBAGE TRUCK

DPW HAS BEEN INFORMED IT WILL BE AT LEAST JANUARY 2026, BEFORE THE NEW TRUCK ARRIVES.

BCA- WATER INFRASTRUCTURE PROJECT

THE VILLAGE IS NOW AT 80% GRANT COVERAGE FOR THE PROJECT!  
AGREEMENT

THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



---

November 12, 2025

**Mr. Mark Souva, Mayor**  
Village of Copenhagen  
P.O. Box 237  
Copenhagen, NY 13626

**Re: Village of Copenhagen  
Agreement for Professional Engineering Services  
Water Infrastructure Improvements Project  
Project No.: 2023-056**

Dear Mayor Souva:

Thank you for selecting Bernier, Carr & Associates (BCA) to assist you on the project referenced above. We propose to render Professional Engineering Services to the Village of Copenhagen in conjunction with the Water System Improvements Project hereinafter called the "Project".

Our services under this proposal are Basic Services, including Preliminary Design, Final Design, Bidding, and Construction Phase Services, Resident Project Observation Services and such Additional Services, all as set forth in the attached *Standard Form of Agreement Between Owner and Engineer* for Professional Services Funding Agency Edition as supplemented in Exhibits A, B, C, D, E, G, H, J, and K thereto; all of which are attached to and made part of this Agreement,

Our services for the Professional Engineering Fees as enumerated in Exhibit C.

Basic Services:	\$ 476,000.00
Resident Project Observation:	\$ 240,000.00
Additional Services:	\$ 260,000.00
<b>TOTAL:</b>	<b>\$ 976,000.00</b>

We will bill you monthly for our services. The above financial arrangements are on the basis of a continuous progress of the project through construction, which we currently anticipate. However, should interruption occur, we will discuss with you at that time the impact of delay upon our services.

We will need from you full information and directions as to your requirements, including any special considerations for the project or special services needed. We also need pertinent existing data.

It is necessary that you advise us at an early date if you have budgetary limitations for the overall project cost. We will endeavor to work within those limitations.

15 Public Square  
Watertown, NY 13601  
(315) 782-8130  
[www.thebcgroup.com](http://www.thebcgroup.com)

THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025



---

If this proposal satisfactorily sets forth your understanding of the arrangement between us, we would appreciate your signing the attached copy of this Agreement and returning signed copy to my attention.

Again, thank you for selecting our firm for this project. We look forward to the opportunity of working with the Village.

Very truly yours,

BERNIER, CARR & ASSOCIATES ENGINEERS, ARCHITECTS & LAND SURVEYORS, P.C.

A handwritten signature in black ink, appearing to read "Michael D. Altieri", is written over a light gray rectangular background.

Michael D. Altieri, P.E.  
Principal / Engineer

Enclosures: Agreement for Professional Engineering Services

Cc: File

15 Public Square  
Watertown, NY 13601  
(315) 782-8130  
[www.thebcgroup.com](http://www.thebcgroup.com)

COPENHAGEN CARES

THERE WILL BE A CHRISTMAS TREE DEDICATION CEREMONY IN HONOR OF JERRY AND LUCILLE FLANDERS.





**THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025**

**MONTHLY REPORT OF TREASURER**

TO THE VILLAGE BOARD OF THE VILLAGE OF COPENHAGEN:

The following is a detailed statement of all moneys received AND disbursed BY me during the month of October, 2025:

DATED: November 10, 2025

\_\_\_\_\_  
TREASURER

	Balance 09/30/2025	Increases	Decreases	Balance 10/31/2025
<b>A GENERAL FUND - TOWNWIDE</b>				
CASH - CHECKING	199,362.55	1,631.74	30,913.89	170,080.40
CASH - SAVINGS	538,592.38	9.15	0.00	538,601.53
PETTY CASH	200.00	0.00	0.00	200.00
TOTAL	738,154.93	1,640.89	30,913.89	708,881.93
<b>F WATER FUND</b>				
CASH - CHECKING	174,477.18	28,065.49	13,673.47	188,869.20
CASH - SAVINGS	123,191.39	2.09	0.00	123,193.48
TOTAL	297,668.57	28,067.58	13,673.47	312,062.68
<b>G SEWER FUND</b>				
CASH - CHECKING	190,123.93	27,701.92	9,770.05	208,055.80
CASH - SAVINGS	116,222.50	1.98	0.00	116,224.48
TOTAL	306,346.43	27,703.90	9,770.05	324,280.28
<b>H CAPITAL FUND</b>				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
<b>SF FIRE DISTRICT</b>				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
<b>TA TRUST &amp; AGENCY</b>				
CASH - CHECKING	189.86	22,602.71	22,509.19	283.38
TOTAL	189.86	22,602.71	22,509.19	283.38
TOTAL ALL FUNDS	1,342,359.79	80,015.08	76,866.60	1,345,508.27

PAY BILLS





**THE VILLAGE OF COPENHAGEN BOARD OF TRUSTEES  
MEETING MINUTES  
NOVEMBER 12, 2025**

**RESOLUTION 75 -2025**

A MOTION FOR RESOLUTION WAS MADE BY TRUSTEE ALEXANDER AND SECONDED BY TRUSTEE MAHAR, TO PAY NOVEMBER 2025 BILLS.

TRUSTEE VOGT	AYE
TRUSTEE BATES	AYE
TRUSTEE MAHAR	AYE
TRUSTEE ALEXANDER	AYE
MAYOR SOUVA	AYE

ALL PRESENT IN FAVOR, MOTION CARRIED.

**RESOLUTION 75-2025 APPROVED NOVEMBER 12, 2025**

---

**ADJOURNMENT**

A MOTION WAS MADE BY TRUSTEE MAHAR AND SECONDED BY TRUSTEE ALEXANDER, TO ADJOURN NOVEMBER 12, 2025 BOARD MEETING.

TRUSTEE VOGT	AYE
TRUSTEE BATES	AYE
TRUSTEE MAHAR	AYE
TRUSTEE ALEXANDER	AYE
MAYOR SOUVA	AYE

ALL PRESENT IN FAVOR, MOTION CARRIED.

**APPROVED NOVEMBER 10, 2025  
MEETING ENDED AT 19:24/7:24 PM**

**NEXT MEETING DECEMBER 10TH  
SEE YOU THEN!**

---

DATE

KIMBERLY AUGUSTINE- CLERK