

Town of German Flatts Town Board Meeting
66 East Main Street Mohawk, New York 13407
January 23, 2019

Present: Peter Rovazzi, Supervisor
Sam Geloso, Councilman
Cynthia Bennett, Councilwoman
Denny Mowers, Councilman
John Brewer, Councilman
Karl Manne, Attorney
Andy Dutcher, Highway Superintendent
Tony Klimek, Codes
Laura Madore, Deputy Town Clerk
Pamela Jones, Town Clerk

See separate sign-in sheet

Meeting was called to order at 5:43pm by Rovazzi.

MOTION by Mower, Seconded by Brewer to accept 12/19/2018 minutes as amended.
Carried.

MOTION by Brewer, seconded by Bennett to accept 01/02/2019 minutes as noted
(longevity). Carried

MOTION by Brewer, seconded by Geloso to pay bills as audited. Ayes Brewer, Bennett,
Geloso, Mowers. Nay- Rovazzi. Carried.

MOTION by Geloso, seconded by Mowers to accept the Town Clerk's December 2019
report of \$667.00. Carried.

MOTION by Mowers, seconded by Bennett to pay the GFIM bill for January 2019 of
\$443.61. Carried.

MOTION by Mowers, seconded by Rovazzi to accept Judge Jeff Stone's December
2019 report of \$10,267.00. Carried.

OLD BUSINESS

Lince Security Contract – Town sign a 1 year contract with Lince Security for security
alarm at Community Center.

Leatherstocking / Emrich Flood Plan Restoration Project update- Hoping to have this
project closed by end of February 2019 with final payment after reimbursement is
received.

Budget Adjustment- A-1110.1 Municipal Court, Pers Serv. 2019 budgeted \$65,283.00 to

amended budget of \$65,674.00 increase expense. A-1410.1 Town Clerk Per Serv 2019 budgeted amount of \$90,381.00 to 2019 amended budget amount of \$89,990.00.

MOTION by Rovazzi, seconded by Mowers to approve budget adjustments. Carried.

Community Center Rental Agreement needs more work along with a new cover sheet on charge amount.

Knox Box – Peter talked with fire department officials who said a knox box would be a good idea for Town buildings.

Resident Complaint Forms were introduced to the board by Brewer.

MOTION by Mowers, seconded by Geloso to approve the use of these forms.

Rules for Public Comment- A new revision of public comment rules were given to the board. Rovazzi had questions on 3 items. Should Attorney be added to 5a under Rules of Meeting Decorum? Attorney is included in this. #3 under Public Comment Session Peter asked to have a public comments after the department report & also at the end of board meeting. #13 under Public Comment Session, Rovazzi asked to have this read , The Town Supervisor & Town Board members shall not be obliged to respond to any comment made by the individual speaking, This provision is included on the advice of the Town Attorney.

MOTION by Rovazzi to change these three (3) items. There was NO second.

MOTION by Mowers, seconded by Bennett to accept Meeting Decorum and Public Comment Policy as is. AYES Mowers, Geloso, Bennett. Brewer Nay Rovazzi. Carried.

OTHER BUSINESS

Attorney Manne has the standard policy for each of the following, sex harassment, workplace harassment and discrimination that need to be approved and ALL town employees will need to read and then sign a paper stating they have read them.

MOTION by Rovazzi, seconded by Brewer to accept the standard policies. Carried.

2019 Ford Pick-up Truck Bid was open. Cooper Ford of Richfield Springs was the only bid received in the amount of \$25,913.37 with 3 payments of \$9,485.35.

MOTION by Mowers, seconded by Geloso to accept Cooper Ford's bid. Carried.

Town Park Grant Work- Central Contracting was awarded bid for concrete floor work at Community Center at \$30,260.00.

MOTION by Mowers, seconded by Rovazzi to award job notice of intent to lowest bidder. Carried.

MOTION by Brewer, seconded by Bennett to accept AIA documents. Carried.

Crouch High Bank Failure Bid Status- A pre-bid meeting was held on Tuesday January 22, 2019.

MMI Proposal for engineering Services Agreement and Templeton LA Proposal for Construction Administration Agreement was tabled. Want to meet with Templeton LA & MMI before accepting these agreement.

MOTION by Brewer, seconded by Bennett to table these agreements with Templeton & MMI. Carried. Peter will set up meeting.

March Property Acquisition- Atty. Manne read a resolution to buy March property on State Route 168. Mowers handed out old purchase offer from June 18, 2013.

MOTION by Mowers, seconded by Bennett to accept resolution to purchase March property. Ayes Mowers, Bennett, Geloso, Brewer. Rovazzi Reserved decision until he reads paper Mowers handed out. Carried.

National Grid Street Lighting Contract- National Grid sent a refund of \$2060.99 for over billed on street lighting contract. If we accept refund we can not go back on National Grid for more money.

MOTION by Mowers, seconded by Geloso to accept settlement release of \$2060.99 on street lighting contract. Carried.

MOTION by Brewer, seconded by Mowers to accept the 1 year Street Lighting Contract with National Grid. Carried.

AOT Delegate Association of Towns


MOTION by Geloso, seconded by Brewer to have Rovazzi as voting delegate and Bennett as alternate at annual Business Session of the Association of Towns.

JGP Pilot- Payment has been received.

MOTION by Bennett, seconded by Mowers to sponsor the Herkimer County Soil & Water Conservation District with a \$100.00 sponsorship. Carried.

PUBLIC COMMENT HELD

MOTION by Bennett, Seconded by Mowers to adjourn at 7:25pm. Carried.

RESPECTFULLY SUBMITTED,  Pamela A. Jones Town Clerk

Town of German Flatts Board Meeting
66 East Main Street Mohawk, New York 13407
November 28, 2018

Present: Peter Rovazzi, Supervisor
Sam Geloso, Councilman
Cynthia A. Bennett, Councilwoman
Denny Mowers, Councilman
John Brewer, Councilman
Karl Manne, Attorney
Tony Klimek, Codes Officer
Marie Hennings, Town Clerk
Pamela A. Jones, Deputy Town Clerk

See separate sign-in sheet

MOTION by Geloso, seconded by Mowers to accept the October 24, 2018 minutes. Carried

MOTION by Mowers, seconded by Bennett to accept Judge Jeff Stone's October 2018 report for \$21,382.50. Carried.

MOTION by Mowers, seconded by Brewer to approve payment for a GFIM bill of \$406.80. Carried.

MOTION by Rovazzi, seconded by Geloso to accept the Town Clerk's October 2018 report for \$1096.00. Carried.

MOTION by Mowers, seconded by Brewer to accept the October 2018 Treasurer's report. Carried.

MOTION by Geloso, seconded by Mowers to pay the bills as audited. AYE- Geloso, Mowers, Brewer, Bennett. NAY Rovazzi. Carried

Codes Officer Tony Klimek gave all board members copy of building permits for 2018 as of 10/27/2018.

The 2019 budget has been filed and recorded with the county.

Leatherstocking / Emrich Floodplain Restoration- Project should be closed out by the end of December 2018. Willow stakes need to be planted still.

Templeton LA Grant Funding- Templeton LA is looking for a grant amendment of \$2,500.00 from \$36,210.00 to \$38,710.00 for grant administration, grant close-out and compilation of final documentation and \$3,500.00 from \$22,000.00 to \$25,500.00 for construction observation, final site inspection and construction contract close-out. Re: GIGP 1128 Grant Administration and Construction Observation- Fulmer Creek Green Plain Project at Fulmer Field. (Refer to Templeton letter dated 11/8/2018)

Grant Fund – Abstract Invoice Update- Fran LaBarbera is working on updating new abstract accounts for all grants.

Corrected Preliminary Budget Resolution on October 17, 2018 meeting. Marie will correct this.

Community Center Rental Agreement- Board will have all information they want in rental agreement to Atty. Manne by 12/14/2018. Atty. Manne will then write up new agreement for rental.

Town of German Flatts Board Meeting November 28, 2018

Bank will let Town make interest payment only and not principle due Dec. 8, 2018 on Budget Note.

RAN Conversion- Need to convert RAN to either a Stationary Bond or a BAN (Bond Anticipation Note). Bank did give Town a better rate of 3% down from 3.2% on the \$175,000.00 RAN loan.

Lince Security Contract- The board wants to talk with Lince Security about new contract and 10 year duration of contract. Atty. Manne will be given a copy of contract to review.

Town Park Grant Work Update & Extension- Contract Extension request for Town Park Grant was submitted to Parks (OPRHP) on Nov. 26, 2018 waiting on approval. RFP for concrete floor at Community Center will be distributed as soon as Tom Breiten updates cover page.

Consolidated Health District – Atty. Manne spoke with Mohawk's Mayor Baron on the consolidated health district. Town and Village need to meet to resolve this. Rovazzi will call Mayor Baron to make arrangements for a meeting

JGP Pilot- Rovazzi has 2 question on the JGP Pilot for Atty. Manne. Question 1 When is it considered over due? Answer- 30 days after a notice is sent of past due. Atty. Manne will draft notice of default and have Rovazzi send it to JGP and also to mortgage holder. Rovazzi will e-mail and regular mail out notice. Question #2 If taxes are not paid by due date does JGP pay late fees? Answer, Yes taxes need to be paid by the last day of January for town & county, June for village and September for school if not paid JGP must pay late fees.

NYS Health Dept. and DOT Permits- The NYS Health Department issued a food permit to serve food at Community Center. DOT permit was also issued to highway.

FEMA Flood Map Open House- There will be an open house at the Town Park Community Center Thursday November 29, 2018. This is an open house for all Herkimer County residents to check on updated flood maps and to ask questions on requirements for flood insurance.

MOTION by Mowers, seconded by Bennett to enter into executive session to discuss personnel at 6:25. Carried.

MOTION by Mowers, seconded by Bennett to resume regular session at 7:10. Carried. Discussion was on retirements and salary of new Town Clerk employees.


MOTION by Bennett, seconded by Mowers to accept salaries of new employees in Town Clerk's Office. AYE- Brewer, Geloso, Bennett, Mowers. NAY- Rovazzi. Carried.

Public Comment

Next monthly meeting will be December 19, 2018 at 5:30 pm.

Motion by Rovazzi, seconded by Bennett to adjourn the meeting. Carried.

Respectfully submitted,


Pamela A. Jones Deputy Town Clerk
Town of German Flatts