

01) Supervisor Frank called to order the **Regular Meeting** of the Town Board of Herkimer held on Monday, March 2<sup>nd</sup>, 2020, at 6:48PM, in the Herkimer High School Cafeteria located at 800 W. German Street, Herkimer, NY 13350.

**02) Roll Call of Officers**

Present: Supervisor-----Dominic Frank  
Councilman-----Daniel Stalteri  
Councilwoman-----Kathy Penree  
Attorney-----Christopher Bray  
Deputy Attorney-----Kyle Crandall

Excused: Councilman-----Randy Kast  
Councilman-----Vito Carbone  
Highway Supt.-----David McManus  
Codes Enforcer-----Ken Collis

**03) Pledge of Allegiance to the Flag.**  
Councilman Stalteri led us in the Pledge of Allegiance to the Flag.

**04) Reading of the Minutes.**  
Motion by Councilwoman Penree, seconded by Councilman Stalteri, to accept and place on file the minutes of the previous meetings held on February 18<sup>th</sup>, of 2020 as written.

CARRIED AYES ALL

**05) Public Hearing.**  
Supervisor Frank stated he would like to call to order the Public Hearing for forming the West Herkimer Water District at 6:50 PM. Supervisor Frank stated this will result in a cost of roughly \$420 per EDU for these residents and those who chose to hook-up will have an average annual cost for usage of about \$380. He stated these residents will receive a quarterly bill from the Mohawk Valley Water Authority for their usage.

Motion by Councilman Stalteri, seconded by Councilwoman Penree to close the Public Hearing.

CARRIED AYES ALL

**06) Public Meeting.**  
Supervisor Frank stated with no one present from the public he would entertain a motion to close the public meeting.

Motion by Councilman Stalteri, seconded by Councilwoman Penree to close the public meeting.

CARRIED AYES ALL

**07) Petitions and Communications.**  
Motion by Councilman Stalteri, seconded by Councilwoman Penree, to accept and place on file all the petitions and communications 6A-H listed below.

- A.) An email dated February 24, 2020 from the NYS Department of Building Standards and Codes Oversight Unit confirming the electronic submission of the Annual Report of Code Enforcement Activities for the Town of Herkimer submitted by Codes Enforcer Collis.
- B.) The Statutory Gross Receipts from Constructure Technologies dated 2/20/2020 for January, 2020.
- C.) A letter dated February 26, 2020 from the Herkimer County Historical Society expressing gratitude for our annual donation.
- D.) A letter dated February 28, 2020 from NYS Agriculture and Markets Dog Control Officer Inspected Report that was completed on 2/27/2020 was rated "Satisfactory."

- E.) A Public Notice from the Village of Herkimer Water Superintendent, Scott Blais, concerning a violation of the NYS Sanitary Code Drinking Water Regulations and the National Primary Drinking Water Regulations.
- F.) An invitation to the Post Flood Emergency Stream Intervention Training for Municipal Officials and Equipment Operators being held on March 18, 2020 at the Oneida County Farm Home Center.
- G.) An invitation from Comp Alliance to a Regional Safety Seminar being held on April 23, 2020 in the City of Little Falls.
- H.) An invitation from Adirondack Bank to the Business After Hours Event being held on March 12<sup>th</sup> at the Herkimer Elks Lodge.
- 07) **Routing.**
- 08) **Resolutions.**
- Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept, place on file and approve Resolution No. 12 of 2020 to approve the Formation of the West Herkimer Water District.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept, place on file and approve Resolution No. 13 of 2020 for Local Law No. 1 of 2020 to set a public hearing for the change of date for Grievance Day in the Town of Herkimer. The public hearing will be set for March 16, 2020 at 6:05 PM.

CARRIED AYES ALL

**09) Old Business.**

**Appointments for 2020:**

Water District:

Mckennan Road Enhancement Project: Supervisor Frank stated the survey is completed and Attorney Bray is working with the title insurance. Once we close, we can go to bid for the clearing of the land. Then we will be able to do the soil boing and establish the final plans.

West Herkimer Water: Deputy Supervisor Stalteri stated a notification was sent to the State Comptroller that we passed the public hearing order.

Motion by Councilwoman Penree, seconded by Councilman Carbone to accept and place on file the letter dated February 18, 2020 from Richard Andino to the State Comptroller concerning the Public Hearing Order passed by the Town of Herkimer.

CARRIED AYES ALL

Deputy Supervisor Stalteri stated that our next meeting will be held at the Herkimer High School Cafeteria at 6:00 PM on March 2, 2020. This will be done after the public hearing for the West Herkimer Water District.

East Herkimer Sewer District: Supervisor Frank stated we still do no have a contract with the Village. We have met with the to negotiate a price. Attorney Bray will draw up a contract and we will give it to the Village to review. Supervisor Frank stated he met with landowner John Boniface and the engineer. The landowner has given us permission to do the boring samples there.

Steuben Hill Road: Supervisor Frank stated we still have to organize an informational meeting.

Solar Project on Sokol Road:

Codes:

NYMIR Risk Control Resurvey Report:

Landbank: Supervisor stated we have met with the Landbank relative to the trailer park on Main Road. They have been awarded the grant and it is a beautiful plan. Supervisor Frank stated in regards to the water bill money still owed, he has been in communication with the previous owner, who still owes \$1,700 and he says he will pay it by the end of the month.

Website:

Dog Control Local Law:

Subdivision Local Law:

Herkimer County Humane Society Agreement: The board agreed to sign the current contract at hand and will also have Attorney Bray write a letter for terminating the agreement in thirty days.

Motion by Councilman Stalteri, seconded by Councilwoman Penree to allow Supervisor Frank to sign the Herkimer County Humane Society Agreement and allow Attorney Bray to write a letter terminating the agreement in thirty days.

CARRIED AYES ALL

**10) New Business.**

Councilwoman Penree stated she sat in on crisis management webinar and one of the things suggested on there was that we have a crisis management team to put in place a strategy plan. Supervisor Frank stated with a possible health crisis, he believes the County has a health responsibility. Our preparedness will be in consort with the County.

**11) Reports.**

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Planning Board Meeting Minutes dated January 29, 2020.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on file the Preliminary 2020 Equalization Rate Report for 2020.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Uniform Code Administration and Enforcement Report.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on the Reconciliation Report for January, 2020.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Town Clerks Report for February, 2020 from Clerk DeMetro.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on the Dog Control Report for February, 2020 from DCO Erica Dunton.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Signed Agreement with Bonadio & Co., Certified Public Accountants.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on the Signed Contract for Assessor.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on the Trial Balance Report dated March 2, 2020.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to accept and place on file the Revenue and Expense Report dated March 2, 2020.

CARRIED AYES ALL

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on file the January Revision of the West Herkimer Water District Map, Plan, and Report.

CARRIED AYES ALL

**11) Purchase orders and Audit.**

Motion by Councilwoman Penree, seconded by Councilman Stalteri to accept and place on file the Audit dated March 2, 2020.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to go into executive session to discuss union contracts.

CARRIED AYES ALL

Motion by Councilman Stalteri, seconded by Councilwoman Penree to close executive session with no decisions made.

CARRIED AYES ALL

**12) Adjourn.**

Motion by Councilman Stalteri, seconded by Councilwoman Penree, that the Regular Meeting of the Herkimer Town Board be adjourned until the next Regular Meeting to be held on Monday, March 16<sup>th</sup>, 2020 at 6:00PM at the Herkimer Town Hall.

CARRIED AYES ALL

Jennifer M. DeMetro, Herkimer Town Clerk.