

Village of Owego Board of Trustees Meeting

A regularly scheduled meeting of the Village of Owego Mayor and Board of Trustees was held on Monday, March 2, 2015 at 7:00 pm at 20 Elm Street, Owego, New York, 13827. The following people were in attendance:

Mayor:	Kevin Millar
Trustees:	Earl Hartman
	Karl Jantz
	Ann Lockwood
	Steve May
	Mike Phelps
	Eric Yetter
Clerk-Treasurer:	Rod Marchewka
DPW Supt.:	Jeff Soules
WWTP Supt.:	Ron Horton
Police Chief:	Karen Vinti
Village Attorney:	Robert McKertich

Pledge and Invocation.

Insert "A" – Sign in Sheet

Public Comment:

Conrad from 183 Temple Street addressed the board about safety concerns for blind people getting around the village with sidewalks not shoveled and icy conditions.

All we ask for is safe passage.

Also asked about possible talking cross walk signals.

Jeff Golden representing Haefele TV addressed the board about setting up a competing TV franchise.

He outlined the competing franchise process:

- 1) Application for franchise
- 2) TV Channel line-up
- 3) Rate schedule

Description of applicant proposed system – the applicant proposes to deliver video high-speed internet and digital telephone services via a direct fiber-to-the-premises system. This system will cover the Village of Owego as defined in the existing cable television franchise.

Informational Item:

- Renewal of liquor license for Original Italian Pizza

**Motion by Trustee Jantz, seconded by Trustee May, to replace the CCTV unit tractor for the waste water treatment plant – the old one was purchased in 2002. The cost for the tractor is \$7,430.00**

and the optional kit is \$806.00 for a total of \$8,236.00. This purchase would come from our equipment line item G.8120.20.131 which has a balance of \$37,235.00. Quotes from company – specialized item. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.

Motion Carried 7-0

Motion by Trustee Hartman, seconded by Trustee Lockwood, to approve transfer of \$42,000 from Sweet Fund Sustainable A.3410.40.432 to EMT Salary A.3410.10.110. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.

Motion Carried 7-0

Motion by Trustee Hartman, seconded by Trustee Lockwood, to approve moving \$96,887.16 from revenue code A.0490.00.000 (FEMA) to expense code A.8760.40.400 for a new budget figure of \$3,711,868.87. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.

Motion Carried 7-0

Motion by Trustee Lockwood, seconded by Trustee May, to approve moving \$10,275.00 from revenue code A.3090.00.000 (State Grant) to expense code A.1110.40.140 for a new budget figure of \$3,722,143.87. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.

Motion Carried 7-0

Motion by Trustee Lockwood, seconded by Trustee Phelps, to approve the Standard Work Day Resolution. Insert “B”. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.

Motion Carried 7-0

Motion by Trustee Hartman, seconded by Trustee Lockwood, to approve the minutes of 2-17-2015 as submitted by the clerk-treasurer. Roll Call Vote: Trustee Hartman, Trustee Lockwood, Trustee Phelps, and Mayor Millar voted aye. Trustees Jantz, May, and Yetter abstained.

Motion Carried 4-0-3

Motion by Trustee Hartman, seconded by Trustee Jantz, to approve payment of bills as submitted by the clerk-treasurer:

General Fund	-	\$87,745.75
Sewer Fund	-	\$34,725.79
Sewer Upgrade	-	<u>\$82,891.83</u>
 TOTAL	-	 <u>\$205,453.37</u>

Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.

Motion Carried 7-0

Department Head Reports:

DPW Supt. Soules –

**M E M O**

To: Village of Owego Mayor Kevin Millar and Village Board of Trustees

From: Superintendent of Public Works - Jeff Soules

Date: February 27, 2015

RE: DPW Activity Report

- Electric on at skate rink
- Picked snow at Fire Station
- Cleared clog at Village Barn
- Conference call FEMA regarding Buy Out Phase 2 and Elevation Projects
- Salt streets, clear sidewalks and River Walk, clear parking lots
- Pick snow in business district
- Code violations for residential refuse - ongoing
- Forever green property maintenance - ongoing
- Measure DSNY cut outs on going
- Repair DPW equipment
- Parks winter equipment maintenance ongoing
- Cemetery winter equipment maintenance ongoing
- Pot hole patching ongoing
- Brush and leaf pick up ongoing
- Planning, Zoning and Historic Preservation meetings scheduled

Any questions or concerns please call me.

WWTP Supt. Horton –

Date: 2/26/15

To: Eric Yetter, Sewer Commissioner

From: Ron Horton, Supt. WWTP

Re: Department update

1. Took delivery of the JCB loader. Sales representative and mechanic did a walk through training on operation and maintenance of the loader.
2. Repairs made to 2002 Ford dump truck exhaust, emergency flashers and overhead light.
3. Service boilers in digester building.
4. Advertised for re-bid of the upgrade project.
5. Milestone schedule for the project:
  - a. Advertise for bids – February 26, 2015
  - b. Pre-bid walk through – Friday March 13, 2015
  - c. Open bids – March 25, 2015
  - d. Substantial completion – October 31, 2016
  - e. Final completion – May 31, 2017
6. Changed location of bid opening from 178 Main St. to 20 Elm St.
7. Continue to clean and paint the water house at the main plant.
8. Applied for new vehicle registrations for department fleet.

Motion by Mayor Millar, seconded by Trustee May, to go into an attorney-client privilege session to discuss police issues. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.

Motion Carried 7-0

Into attorney-client session at 7:35 pm

Back in regular session at 8:16 pm

Motion by Trustee Yetter, seconded by Trustee Jantz, to approve the following resolution:

**RESOLUTION TO HIRE THREE FULL-TIME POLICE OFFICERS**

At a meeting of the Village Board of the Village of Owego held at the Village Board Room, 20 Elm Street, Owego, New York on the 2<sup>nd</sup> day of March 2015, the following resolution was offered:

**WHEREAS, the Village of Owego seeks to hire three full-time police officers; and**

**WHEREAS, Justin Cole, Michael Mailen and Joseph Raspantini have applied for the position and have received favorable recommendations from the Personnel Committee upon an interview; and**

**NOW THEREFORE, BE IT RESOLVED that the Village Board of the Village of Owego hereby hires Justin Cole, Michael Mailen and Joseph Raspantini to the position of full-time police officer, contingent upon background checks in accordance with Standard Operating Procedures, including physical examinations, drug screening, and psychological examinations; and**

**BE IT FURTHER RESOLVED that Justin Cole, Michael Mailen and Joseph Raspantini shall serve an 18-month probationary period; and**

**BE IT FURTHER RESOLVED that Justin Cole, Michael Mailen and Joseph Raspantini shall attend the Police Academy, sponsored by the Village of Owego, and shall complete the Police Academy within one year of their hire date; and**

**BE IT FURTHER RESOLVED that Justin Cole shall be paid at the Class III rate of \$44,250 in accordance with the Collective Bargaining Agreement and his employment shall be contingent upon establishing New York residency; and**

**BE IT FURTHER RESOLVED that Michael Mailen and Joseph Raspantini shall be paid at the Class I rate of \$37,927 in accordance with the Collective Bargaining Agreement; and**

**BE IT FURTHER RESOLVED that this resolution shall take effect immediately.**

**CERTIFICATION**

I, Rodney Marchewka, do hereby certify that I am the Village Clerk of the Village of Owego and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Village Board of the Village of Owego at a meeting thereof held at the Village Board Room, 20 Elm Street, Owego New York on the 2<sup>nd</sup> day of March 2015 at 7:00 p.m. Said resolution was adopted by the following roll call vote:

Mayor Kevin Millar \_\_\_\_\_  
Trustee Earl Hartman \_\_\_\_\_  
Trustee Ann Lockwood \_\_\_\_\_  
Trustee Eric Yetter \_\_\_\_\_  
Trustee Karl Jantz \_\_\_\_\_

Trustee Mike Phelps \_\_\_\_\_  
Trustee Steve May \_\_\_\_\_

Dated: \_\_\_\_\_ 2015

Village of Owego Seal

\_\_\_\_\_  
Rodney Marchewka, Village Clerk-Treasurer

- Discussion on background checks

**Roll Call Vote: Trustees Phelps, Hartman, Lockwood, and May voted no. Trustees Jantz, Yetter, and Mayor Millar voted aye.**

**Motion Denied 4-3**

**Motion by Trustee Yetter, seconded by Trustee Jantz, to approve the following resolution:**

**RESOLUTION TO HIRE THREE PART-TIME POLICE OFFICERS**

**At a meeting of the Village Board of the Village of Owego held at the Village Board Room, 20 Elm Street, Owego, New York on the 2<sup>nd</sup> day of March 2015, the following resolution was offered:**

**WHEREAS, the Village of Owego seeks to hire three part-time police officers; and**

**WHEREAS, Jacob Meehan, Tyler Monell and Matthew Simpson have applied for the position and have received favorable recommendations from the Personnel Committee upon an interview; and**

**NOW THEREFORE, BE IT RESOLVED that the Village Board of the Village of Owego hereby hires Jacob Meehan, Tyler Monell and Matthew Simpson to the position of part-time police officer, contingent upon background checks in accordance with Standard Operating Procedures, including physical examinations, drug screening, and psychological examinations; and**

**BE IT FURTHER RESOLVED that Jacob Meehan, Tyler Monell and Matthew Simpson shall be paid at a rate of \$18 per hour with no benefits; and**

**BE IT FURTHER RESOLVED that Jacob Meehan, Tyler Monell and Matthew Simpson shall complete the Police Academy within one year of their hire date; and**

**BE IT FURTHER RESOLVED that this resolution shall take effect immediately.**

**CERTIFICATION**

**I, Rodney Marchewka, do hereby certify that I am the Village Clerk of the Village of Owego and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Village Board of the Village of Owego at a meeting thereof held at the Village Board Room, 20 Elm Street, Owego New York on the 2<sup>nd</sup> day of March 2015 at 7:00 p.m. Said resolution was adopted by the following roll call vote:**

**Mayor Kevin Millar \_\_\_\_\_**

Trustee Earl Hartman \_\_\_\_\_  
Trustee Ann Lockwood \_\_\_\_\_  
Trustee Eric Yetter \_\_\_\_\_  
Trustee Karl Jantz \_\_\_\_\_  
Trustee Mike Phelps \_\_\_\_\_  
Trustee Steve May \_\_\_\_\_

Dated: \_\_\_\_\_ 2015

Village of Owego Seal

\_\_\_\_\_  
Rodney Marchewka, Village Clerk-Treasurer

Roll Call Vote: Trustees Phelps, Hartman, Lockwood, and May voted no. Trustees Jantz, Yetter, and Mayor Millar voted aye.

Motion Denied 4-3

Motion by Trustee Yetter, seconded by Trustee Jantz, to approve the following resolution:

**RESOLUTION TO PROMOTE A POLICE OFFICER TO THE SERGEANT POSITION**

At a meeting of the Village Board of the Village of Owego held at the Village Board Room, 20 Elm Street, Owego, New York on the 2<sup>nd</sup> day of March 2015, the following resolution was offered:

WHEREAS, the Village of Owego seeks to fill the position of Sergeant in the Owego Police Department; and

WHEREAS, upon due consideration, the Village Board determines that Police Officer Brett Kobylarz is qualified for the position; and

NOW THEREFORE, BE IT RESOLVED that the Village Board of the Village of Owego hereby promotes Police Officer Brett Kobylarz to the position of Sergeant in the Village of Owego Police Department in a provisional capacity; and

BE IT FURTHER RESOLVED that Brett Kobylarz shall be compensated in accordance with Article XIV of the Collective Bargaining Agreement; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

**CERTIFICATION**

I, Rodney Marchewka, do hereby certify that I am the Village Clerk of the Village of Owego and that the foregoing constitutes a true, correct and complete copy of a resolution duly adopted by the Village Board of the Village of Owego at a meeting thereof held at the Village Board Room, 20 Elm Street, Owego New York on the 2<sup>nd</sup> day of March 2015 at 7:00 p.m. Said resolution was adopted by the following roll call vote:

Mayor Kevin Millar \_\_\_\_\_  
Trustee Earl Hartman \_\_\_\_\_  
Trustee Ann Lockwood \_\_\_\_\_

Trustee Eric Yetter \_\_\_\_\_  
Trustee Karl Jantz \_\_\_\_\_  
Trustee Mike Phelps \_\_\_\_\_  
Trustee Steve May \_\_\_\_\_

Dated: \_\_\_\_\_ 2015

**Village of Owego Seal**

\_\_\_\_\_  
**Rodney Marchewka, Village Clerk-Treasurer**

**Roll Call Vote: Trustees Jantz, Lockwood, Yetter, and Mayor Millar voted aye. Trustees Phelps, Hartman, and May voted no.**

**Motion Carried 4-3**

**Motion by Trustee Lockwood, seconded by Trustee Phelps, to hold a special meeting Friday, March 13, 2015 at 5:00 pm in the DPW Annex at 20 Elm Street, Owego, NY to revisit the hiring of police officers after background checks are done. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, and Mayor Millar voted aye. Trustee Yetter abstained.**

**Motion Carried 6-0-1**

Trustee Lockwood has concerns about trees on the flats – they need some attention.

**Motion by Trustee Lockwood, seconded by Trustee Jantz, to purchase a leaf pick up machine - 1/2 of the cost should be covered by a state grant. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.**

**Motion Carried 7-0**

*Public Comment:*

Theresa Gosart – 16 Temple – What is the point of having a personnel meeting doing interviews with candidates then no hiring? It is a waste of time.

**Motion by Trustee Yetter, seconded by Trustee Lockwood, to adjourn at 8:40 pm. Roll Call Vote: Trustee Hartman, Trustee Jantz, Trustee Lockwood, Trustee May, Trustee Phelps, Trustee Yetter, and Mayor Millar voted aye.**

**Motion Carried 7-0**



"B"



Office of the New York State Comptroller  
New York State and Local Retirement System  
Employees' Retirement System  
Police and Fire Retirement System  
110 State Street, Albany, New York 12244-0001

# Standard Work Day Resolution for Employees\* RS 2418

(Rev. 7/11)

BE IT RESOLVED, that the Village of Owego, Location code 40227, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Account Clerk-Typist	8
Auto Mechanic	8
Chief of Police	8
Chief WWTP Operator	8
Code Enforcement Officer	8
Emergency Medical Tehcnician	8
Laborer	8
Motor Equipment Operator 1	8

On this 3rd day of March, 2015

Rod M. Marchewka  
(Signature of clerk)

Date enacted: March 2, 2015

I, Rod M. Marchewka, clerk of the governing board of the Village of Owego,  
(Name of Employer)

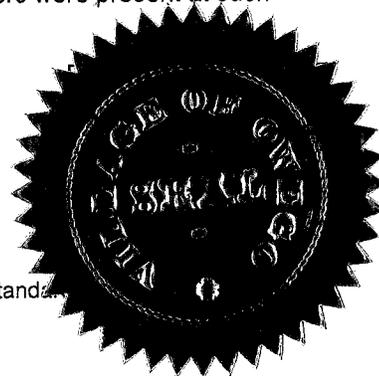
of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 2nd day of March, 2015 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 7 members, and that 7 of such members were present at such meeting and that 7 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto

Set my hand and the seal of the

Village of Owego  
(Name of Employer)



\*To be used for all employees. Please list Elected and Appointed Officials on the form (RS2417-A) Standard Resolution for Elected and Appointed Officials.

See Instructions for Completing Form on Back

"B"



Office of the New York State Comptroller  
New York State and Local Retirement System  
Employees' Retirement System  
Police and Fire Retirement System  
110 State Street, Albany, New York 12244-0001

# Standard Work Day Resolution for Employees\*

## RS 2418

(Rev. 7/11)

BE IT RESOLVED, that the Village of Owego, Location code 40227, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Wastewater Treatment Plant Operator	8
Wastewater Treatment Plant Operator Trainee	8

On this 3rd day of March, 2015

Rod M. Marchewka  
(Signature of clerk)

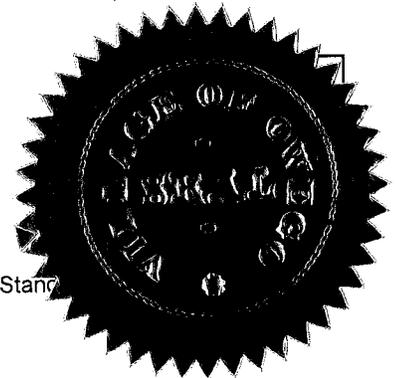
Date enacted: March 2, 2015

I, Rod M. Marchewka, clerk of the governing board of the Village of Owego,  
(Name of Employer)

of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 2nd day of March, 2015 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

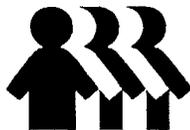
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Set my hand and the seal of the  
Village of Owego  
(Name of Employer)



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Office of the New York State Comptroller  
New York State and Local Retirement System  
Employees' Retirement System  
Police and Fire Retirement System  
110 State Street, Albany, New York 12244-0001

# Standard Work Day Resolution for Employees\*

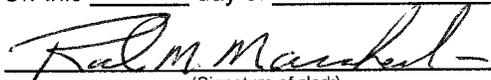
## RS 2418

(Rev. 7/11)

BE IT RESOLVED, that the Village of Owego, Location code 40227, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Part-Time Police Officer	8
Pool Director	8
Records Clerk	8
Secretary	8
Sergeant	8
Swimming Lifeguard	8
Superintendent of Public Works	8
Working Supervisor	8

On this 3rd day of March, 2015

  
(Signature of clerk)

Date enacted: March 2, 2015

I, Rod M. Marchewka, clerk of the governing board of the Village of Owego,  
(Name of Employer)

of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 2nd day of March, 2015 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

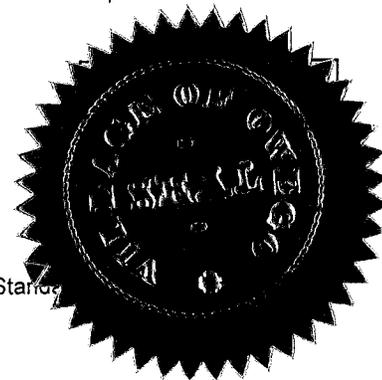
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Set my hand and the seal of the

Village of Owego

(Name of Employer)



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