

**Village Board Meeting Agenda  
Room 202, Village Hall, 111 Elm Street, Penn Yan, New York  
Tuesday, July 16, 2024 at 6:00pm**

**Call meeting to order at 6:00pm**

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Pledge of Allegiance

**Request for Executive Session**

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For the purpose of employee related discussions and/or legal counsel, if needed.

**Minutes**

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**Motion** to approve Village Board Meeting Minutes for June 18, 2024.

**Guests, Public Requests and Comments**

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Bonnie Barkley – Forgiveness of 2024 Village Tax Penalties

**Motion** to approve Peddler’s License for Nils Zvirgzoins – Southwestern Advantage, for the purpose of selling education resources door-to-door. Approval contingent on receiving updated rental vehicle information and payment of applicable fees.

**Motion** to approve Yates County Chamber of Commerce Community Table Dinner on Saturday, September 7, 2024 from 5:00pm-9:00pm (set up at starting at 12:00pm) with closure of Main St bridge from Lake St to Seneca St. Approval contingent on receipt of Department of Health permit for food preparer, Liquor License, Alcohol Agreement and Landlord Authorization for Special Use Permit between Village and event coordinator, and payment of applicable fees (application fee of \$100.00, cleaning deposit of \$1000.00, and electrical fees of \$250.00).

- Need to determine street closure fee not to exceed \$1,200.00.

**Mayor**

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**Attorney**

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**Motion** to authorize Resolution 56-2024 amending the “Zoning” Chapter for the Code with respect to Overlay Districts and Lake St Corridor Zoning.

**Motion** to authorize Resolution 59-2024 declaring certain premises owned by the Village to be Surplus Real Property.

**Municipal Utilities** Chair D. Banach; Vice Chair L. Sackett; Commissioners S. Purdy, R. Hamilton, D. Payne

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**Motion** to authorize Clerk/Treasurer to file Tariff changes through the Electronic Filing System relating to Power Factor issues and other language changes as appropriate.

**Motion** to preapprove up to 9 employees (Water/Sewer, Water Treatment Plant and Waste Water Treatment Plant) to attend Finger Lakes Waste Water Conference workshops for credit hours. Cost is \$35.00 per person with lunch included. 4 workshops per year, total maximum of \$1,260.00 for 2024-2025 fiscal year.

**Motion** to approve sewer forgiveness at 145 Benham Street in the amount of \$31.25. The property owner's hot water tank blew and inspection indicates the water did not enter the sanitary system.

**Motion** to authorize the Mayor to sign the contract with GHD for the Water Treatment Plant contact time improvement project preliminary phase design in the amount of \$133,000.00.

**Motion** to approve Whitestone to conduct construction phase testing and inspection services for the Waste Water Treatment Plant Cherry Street Headworks project, at an initial allotment of \$12,500.00, excluding reimbursable expenses.

**Motion** to approve new equipment rates, based on latest posting by FEMA, and to be used for billable jobs effective July 17, 2024.

**Motion** for the Mayor to sign the two-year contract with Auctions International, for sale of government assets by online auction.

**Motion** to accept the payment agreements in the amount of \$8,171.95.

**Motion** to declare Water/Sewer TR7 2019 F250 surplus and list for sale on Auctions International.

**Motion** to award Lawrence Street Sewer replacement to Nardozzi Paving & Construction LLC for \$238,000.00. They were the lowest bidder.

**Motion** to apply for New York State Energy Research and Development Authority funding in the amount of \$200,000.00 for Smart Cable to perform an Electrical Grid Assessment.

**Motion** to proceed forward with engineer and design for second force main project at the Waste Water Treatment Plant.

**Motion** to authorize the Mayor to sign contract with Larson Design Group for Lead Service Line Inventory project, contingent on approval from the Mayor, Attorney, Director of Public Works, and Clerk-Treasurer.

**Motion** to approve Warrant 2-25.

**SUMMARY**

**Paid Before Audit:**

General	\$34,560.45
Electric	\$191,181.41
Sewer	\$4,575.33
Water	\$5,257.97
CDBG	

**Total Paid Before Audit** \$235,575.16

**Current Audit:**

General	\$122,863.30
Community Development - CRC	\$0.00
Electric	\$181,062.86
Sewer	\$287,496.18
Water	\$213,689.82
Capital Projects	\$400,561.62
Trust & Agency	\$500.00

**Total Current Audit** \$1,206,173.78

**TOTAL AUDIT** \$1,441,748.94

**Motion** to approve Drawdown #1 in the amount of \$55,285.53 for the Waste Water Treatment Plant Headworks, CDBG Project #895PR143-23.

**Motion** to retroactively hire Michael Layton for Parking Enforcement at a rate of \$17.00/hour effective July 2, 2024.

**Motion** to retroactively hire Aiden Griffiths as Laborer at a rate of \$16.00/hour effective July 11, 2024.

**Motion** to promote Chris Kerrick to Senior Building Maintenance Mechanic, Group IV Step 2, \$26.59/hour, effective July 17, 2024 with a 12-week probation.

**Motion** to create one additional Water and Sewer Maintenance Supervisor for succession planning purposes and begin recruitment.

**Motion** to authorize Attorney Brockman to attend the New York Conference of Mayors fall training school in Saratoga Springs, NY at a cost of \$510.00 for registration, \$213.00 for meals, and \$663.00 for lodging (\$221.00/night for 3 nights). Total cost of \$1,386.00 will be split with half paid by Village of Dundee.

**Motion** to adopt Resolution 55-2024 – Climate Smart Communities Pledge.

**Motion** to authorize Resolution 57-2024 for 2024-2025 Budget Transfer for Police Department Motorcycle.

**Motion** to authorize Resolution 58-2024 for 2024-2025 Budget Transfer for Streets Department Main St Phase 2 Paving Engineering Costs.

**Motion** to close Village Hall on Thursday, August 29, 2024 at 12:00pm for the Annual Village Employee Appreciation Picnic.

**FYI** – July Bond Anticipation Note Renewal awarded to BNY Mellon Capital Markets with a 4.1754% net interest rate.

**FYI** – Audit field work is scheduled with BST the week of August 5, 2024.

**Public Safety** Chair K. McCloud; D. Henries, D. Irwin

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### **Code Enforcement**

J. Marshall – Activity report for June 2024

### **Fire Department**

D. Christensen – Activity report for June 2024

**Motion** to approve Resolution 52-2024 – Determination of Best Value for Village Fire Chief’s SUV to Joe Basil Chevrolet.

**Discussion** – Path forward for old Fire Chief’s SUV

**Motion** to approve Spray Pad Community Day at Fireman’s Field

- Event would be covered under current insurance policy coverage
- Truck will remain stationary and keep mist as light as possible

**Motion** to approve reinstatement of Pat Brewer to the Ellsworth Hose Company Active Roll.

### **Police Department**

T. Dunham – Activity report for June 2024

**Other Business**

**Motion** to adopt Resolution 51-2024 – Pro-Housing Communities Pledge.

**Motion** to adopt Pavilion Rental Cancellation Policy.

**Public Works** Chair T. Hoban; D. Henries, K. McCloud

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DRI Update

**Motion** to authorize DRI Streetscape Improvement Change Order #4 for Wagener St Parking Lot with City Hill Excavating in the amount of \$23,196.00.

**Motion** to authorize DRI Parks and Trails Change Order #5 for Indian Pines Park with City Hill Excavating in the amount of \$31,026.17.

**Motion** to support creating an Inclusive Playground to be built at Lahram’s Field.

**Motion** to award the Pickleball/Tennis Court (\$11,952.00) and Ball Field (\$50,040.00) lighting bid to Penn Yan Supply for \$61,992.00. They were the only bidder.

**Motion** to adopt Resolution 53-2024 – Temporarily Renaming Mace St to Vietnam Veterans Dr in honor of The Wall That Heals while in Penn Yan.

**Community Revitalization Committee (CRC)**

Chair D. Condella; T. Hoban, K. McCloud, J. Bacher, S. Griffin

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Last meeting was held on Thursday, September 7, 2023.

**Community Arts Committee (CAC)** T. Hoban, B. Gillespie, M. Newcomb, A. Baus

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Last meeting was held on Tuesday, September 26, 2023.

**Tree Board** Chair T. Hoban; K. McCloud, D. Henries, J. Cranmer

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Last meeting was held on Tuesday, February 5, 2024.

**Comments**

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**Adjournment**

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