

Regular meeting of the Trustees, Village of Lyndonville was held on Monday, December 4, 2023 at the Village Hall. The meeting opened at 6:00 PM

PRESENT: Mayor: John Belson
Deputy Mayor: Danny Woodward Jr.
Trustees: Anne Marie Holland
Kimberly Kenyon
Terry Stinson

Clerk-Treasurer Teri Woodworth
Supt. of Public Works Terry M. Woodworth
Assistant Supt of Public Works Devan Freeman
Code Enforcement Officer David Reese - Absent
Attorney Katherine Bogan

Public – Present: Carla Woodworth, John Paul Schepp

APPROVAL OF THE MINUTES

ON MOTION of Trustee Woodward Jr. seconded by Trustee Kenyon, to accept the minutes of the November 6, 2023 regular meeting.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

PRIVILEGE OF THE FLOOR

- MRB Group – Senior Project Manager JP Schepp, P.E presented the Board with an update on WWTP Disinfection project. Senior Project Manager Schepp, P.E. noted the two contractors on the project, general contractor is STC and the electrical contractor is CIR Electrical. Senior Project Manager Schepp, P.E. reviewed the payment recommendations to the contractors and the amounts being withheld \$39,685.00 STC and \$9,256.35 to CIR. Senior Project Manager Schepp, P.E. explained the delays due to construction pushing the project past the required period. Senior Project Manager Schepp, P.E. explained the several measures to hold contractors responsible to complete the project in the spring of 2024. Senior Project Manager Schepp, P.E noted the programmer is coming this week to get it the WWTP automated. Senior Project Manager Schepp, P.E. noted some credits coming back from STC due to piping modifications and for the contractor was to fill the first time, however will give us credit to have the Village fill.
- WWTP Disinfection Project – Pay Requisition – Application # 6 – STC Construction Contract #1

RESOLUTION NO 2023-87

WWTP DISINFECTION PROJECT – PAY REQUISITION – APPLICATION #6 – STC CONSTRUCTION CONTRACT #1

ON MOTION of Trustee Kenyon, seconded by Trustee Stinson, to approve paying application #6 for STC Construction Contract #1.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

- WWTP Disinfection Project – Pay Requisition – Application # 7 – STC Construction Contract #1

RESOLUTION NO 2023-88

WWTP DISINFECTION PROJECT – PAY REQUISITION – APPLICATION #7 – STC CONSTRUCTION CONTRACT #1

ON MOTION of Trustee Holland, seconded by Trustee Kenyon, to approve paying application #7 for STC Construction Contract #1.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

- WWTP Disinfection Project – Pay Requisition – Application # 4 – CIR Electrical Contract #2

RESOLUTION NO 2023-89

WWTP DISINFECTION PROJECT – PAY REQUISITION – APPLICATION #4 – CIR ELECTRICAL CONTRACT #2

ON MOTION of Trustee Stinson, seconded by Trustee Holland, to approve paying application #4 for CIR Electrical Contract #2.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

- WWTP Disinfection Project – Change Orders – GC-03 – STC Construction and EC-03 – CIR Electrical

RESOLUTION NO 2023-90

WWTP DISINFECTION PROJECT – CHANGE ORDERS – GC-03 – STC CONSTRUCTION

ON MOTION of Trustee Holland, seconded by Trustee Kenyon, to authorize Mayor Belson to sign change orders GC-03.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

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RESOLUTION NO 2023-91

WWTP DISINFECTION PROJECT – CHANGE ORDERS – EC-03 - CIR ELECTRICAL

ON MOTION of Trustee Kenyon, seconded by Trustee Woodward Jr., to authorize Mayor Belson to sign change orders EC-03.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

USE OF FACILITIES

- Nothing

Report – Code Enforcement Reese- Absent

- No report was provided at this time.
- Clerk-Treasurer Woodworth note Code Enforcement Reese is still working on training and got a 100 on his last exam.

Report – Police Department

- Nothing at this time.

Report – Attorney Bogan

- Nothing

Report – Clerk-Treasurer Woodworth

- Clerk-Treasurer Woodworth noted final reports are on file from the Bonadio Group for the 2022-2023 audit, nothing changed from the drafts.
- Clerk-Treasurer Woodworth provided the Board with the budget to actual report for November 2023.
- Vouchers – Abstract A6-1 – A7 #17569 & #17620 to be paid for 2023-2024

General	\$ 26,137.16
Water	\$ 3,270.16
Sewer	\$ 4,461.66
Grand Total	\$ 33,868.98

RESOLUTION NO 2023-92

VOUCHERS TO BE PAID FOR ABSTRACTS A6-1 – A7

ON MOTION of Trustee Woodward Jr., seconded by Trustee Holland, to have Clerk-Treasurer Woodworth pay Abstract A6-1-A7 #17569 – #17620.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

Report – Superintendent Woodworth

- Superintendent Woodworth mentioned a notice from DEC regarding violations for not having WWTP Disinfection up and running. Superintendent Woodworth noted its being addressed by MRB Group and there’s no fines at this time. Superintendent Woodworth noted the notice wants the upgrades up and running by April 2024.
- Superintendent Woodworth noted leaf pick up is complete, they will be leaving the machine on for a few more days.

Report – Trustee Kenyon

- Trustee Kenyon noted Christmas in Lyndonville was a success and thanked all those involved that make it happen.

Report – Trustee Woodward Jr.

- Nothing

Report – Trustee Stinson

- Nothing

Report – Trustee Holland

- Nothing

Report – Mayor Belson

- Mayor Belson noted there was a child hit by a car and he’s working with the school on it. Mayor Belson noted he didn’t have any more information at this time as it’s a legal matter.

OLD BUSINESS:

- Nothing

NEW BUSINESS:

- Mayor Belson presented the Board with Superintendent Woodworth’s letter of retirement effective December 28, 2023, submitted on November 28, 2023.

RESOLUTION NO 2023-93

LETTER OF RETIREMENT – SUPERINTENDENT OF PUBLIC WORKS – TERRY WOODWORTH

ON MOTION of Trustee Woodward Jr., seconded by Trustee Kenyon, to accept Superintendent Woodworth’s letter of retirement effective for December 28, 2023 with regrets and thanks for all his services.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

Regular meeting of the Trustees, Village of Lyndonville was held on Monday, December 4, 2023 at the Village Hall. The meeting opened at 6:00 PM

- Mayor Belson asked for the Board’s approval for the job offer letter of Superintendent of Public Works to Devan Freeman effective December 28, 2023.

RESOLUTION NO 2023-94

APPOINTMENT OF SUPERINTENDENT OF PUBLIC WORKS – DEVAN FREEMAN

ON MOTION of Trustee Holland, seconded by Trustee Kenyon, to appoint Devan Freeman to the position of Superintendent of Public Works effective December 28, 2023 on the terms outlined in the previously approved job offer letter.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

- Mayor Belson asked for the Board’s approval for the job offer letter of Assistant Superintendent of Public Works to Terry Woodworth effective December 29, 2023.

RESOLUTION NO 2023-95

APPOINTMENT OF ASSISTANT SUPERINTENDENT OF PUBLIC WORKS – TERRY WOODWORTH

ON MOTION of Trustee Holland, seconded by Trustee Woodward Jr., to appoint Terry Woodworth to the position of Assistant Superintendent of Public Works effective December 29, 2023 on the terms outlined in the previously approved job offer letter.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

ON MOTION of Trustee Woodward Jr., seconded by Trustee Kenyon, to adjourn the meeting at 6:19PM.

Vote: 5 Ayes (Belson, Holland, Kenyon, Stinson, Woodward Jr.); 0 Nays; 0 Abstain

Teri M. Woodworth
Clerk-Treasurer