

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES  
FOR THE VILLAGE OF BATH  
PUBLIC HEARING/REGULAR MEETING  
JULY 19, 2021**

This meeting of the Board of Trustees of the Village of Bath was held on the 19th day of July 2021 located at 110 Liberty Street, Bath NY 14810. This meeting was called to order by Mayor Michael Sweet at 5:30 p.m.

**Present:**

Mayor:	Michael Sweet
Deputy Mayor/Trustee:	Karen Causer
Trustee:	Mark Bardeen
Trustee:	Melanie Coots
Trustee:	Jeffrey Muller
Clerk/ Treasurer:	Jacqueline Shroyer
Street Supervisor:	Thomas Gutow
Code Enforcement:	Bradley Hill
Officer in Charge:	Colin Taft
Director of Utilities:	Erin Bonacci
Fire Chief:	Matt Glashauser
BEGWS Commissioner:	Vernard Anderson
BEGWS Commissioner:	Robert Plaskov
BEGWS Commissioner:	Mark Alger

**Absent:**

Attorney:	Aaron Mullen
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**Visitors/Residents in Attendance:**

Dylan Lewis – Resident  
Kelly Fitzpatrick – Business Owner  
Nick Pelham – Steuben County

**Public Hearing:**

**CDBG Grant – Housing Surveyy:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to open the Public Hearing at 5:30 p.m. All present were in favor and the motion was carried.

The purpose of the public hearing was to endorse a grant application to NYS Office of Community Renewal Community Development Block Grant program. The Village of Bath is applying to the NYS Office of Community Renewal for a program grant under the Community Development Block Grant Community Planning Program to conduct an evaluation of Village of Bath Housing Conditions Survey, a site located within the territorial jurisdiction of this Village of Bath Board of Trustees. This grant application request is \$50,000 for the contractual cost of the Housing Conditions Survey. The Village match is \$2,500. The total project cost is \$52,500.

Motion made by Trustee Muller, seconded by Trustee Bardeen to close the public hearing at 5:34 p.m. All present were in favor and the motion was carried.

**Appointments:**

**Gregory Muller – Shade Tree Committee 3 years:**

Motion made by Trustee Coots, seconded by Trustee Muller to appoint Gregory Muller to the Shade Tree Committee for a 3 year term. All present were in favor and the motion was carried.

**Correspondence:**

**Deborah Scott -Pulteney Park Request:**

Motion made by Trustee Bardeen, seconded by Trustee Coots to approve the Pulteney Park request from Deborah Scott for Saturday August 28, 2021 to be part of a greater National Event called Awaken the Dawn. A Certificate of Liability will need to be turned in for this event. All present were in favor and the motion was carried.

**Audit of Bills:**

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the payment of the Village bills in the amount of \$533,243.38. All present were in favor and the motion was carried.

**Department Head Reports:**

**Thomas Gutow, Street Superintendent:**

Street Report was received.

**Colin Taft, Officer in Charge:**

Police Report was received. May and June report for Nuisance Properties was received.

**Bradley Hill, Code Enforcement:**

Code Enforcement Report was received.

**Matthew Glashauser, Fire Chief:**

Fire Department Report was received.

**Erin Bonacci, BEGWS Director:**

BEGWS Minutes were received.

**Jacqueline Shroyer, Clerk/Treasurer Report:**

Clerk/Treasurer Report was received for May and June.

**New Business:**

**Franchise Fee Audit Discussion:**

Motion made by Trustee Bardeen, seconded by Trustee Causer to approve the request for proposal from Azavar Government Solutions for a franchise fee audit with Azavar being compensated on a contingent fee of thirty percent (30%), if they find any missing revenue. This

fee includes all travel or related expenses and 30% fee of any future revenues on those specific revenues. All present were in favor and the motion was carried.

**Crime Prevention Course July 12-16 – Johnson:**

Motion made by Trustee Muller, seconded by Trustee Coots to approve Police Officer Johnson to attend Crime Prevention Course July 12 – 16, 2021. The cost of the course is \$451.50. All present were in favor and the motion was carried.

**Advanced Roadside Impaired Driving School June 29-30 – Hawley:**

Motion made by Trustee Coots, seconded by Trustee Causer to approve Sergeant Hawley to attend Advanced Roadside Impaired Driving School on June 29 – 30, 2021, only costs are meals and mileage. The course is free. All present were in favor and the motion was carried.

**Street Superintendent Highway Conference Sept 28:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the Street Superintendent, Thomas Gutow, to attend the Street Superintendent Highway Conference September 28 – October 1, 2021, price is \$1,187 plus mileage. All present were in favor and the motion was carried.

**Full Time Police Officer Michael Ruggles:**

RESOLUTION  
VILLAGE OF BATH BOARD OF TRUSTEES  
BATH, NEW YORK

DATE APPROVED: Monday, July 19, 2021 INTRO. DATE: Monday, July 19, 2021

INTRODUCED BY: Trustee Coots SECONDED BY: Trustee Bardeen

VOTE:	Mayor Sweet	<b>Aye</b>	Nay	Abstain	Not Present
	Trustee Muller	<b>Aye</b>	Nay	Abstain	Not Present
	Trustee Bardeen	<b>Aye</b>	Nay	Abstain	Not Present
	Trustee Coots	<b>Aye</b>	Nay	Abstain	Not Present
	Trustee Causer	<b>Aye</b>	Nay	Abstain	Not Present

TITLE: Appointment of Michael Ruggles as Full Time Police Officer for the Village of Bath.

WHEREAS, Sergeant William baker has turned in his retirement paperwork effective August 31, 2021;

WHEREAS, The Village of Bath will need to appoint a sergeant after Sergeant Bakers effective retirement date;

WHEREAS, Chief of Police made the recommendation for Police Officer and recommended Michael Ruggles to be appointed Police Officer effective July 20, 2021 upon the following stipulations:

- Michael Ruggles will be appointed Police Officer, consistent with Steuben County Civil Service Rules & Regulations, effective Wednesday, April 3, 2019. He will sign the oath of office for said appointment on Wednesday, July 21, 2021 at 10:00 a.m. before the Bath Village Clerk.
- Commencing Wednesday, July 21, 2021, Michael Ruggles will be appointed as Police Officer and be on a probationary period for 78 weeks, consistent with Steuben County Civil Service Rules and Regulations.
- Michael Ruggles will receive compensation and benefits pursuant to the collective bargaining agreement between the Village of Bath Board of Trustees and the Bath Police Benevolent Association.

BE IT RESOLVED, that the Village of Bath Board of Trustees is hereby appointing Michael Ruggles to the position of Police Officer contingent on the aforementioned stipulations.

**Part Time Police Officer Seth Zawko:**

RESOLUTION  
VILLAGE OF BATH BOARD OF TRUSTEES  
BATH, NEW YORK

DATE APPROVED: Monday, July 19, 2021 INTRO. DATE: Monday, July 19, 2021

INTRODUCED BY: Trustee Causer SECONDED BY: Trustee Coots

VOTE:	Mayor Sweet	<b>Aye</b>	Nay	Abstain	Absent
	Trustee Causer	<b>Aye</b>	Nay	Abstain	Absent
	Trustee Bardeen	<b>Aye</b>	Nay	Abstain	Absent
	Trustee Coots	<b>Aye</b>	Nay	Abstain	Absent
	Trustee Muller	<b>Aye</b>	Nay	Abstain	Absent

TITLE: Appointment of Seth Zawko as Part-time Police Officer for the Village of Bath.

WHEREAS, the Bath Village Police Officer in Charge had previously announced the need to hire part-time police officers in an effort of having sufficient personnel to cover vacations and sick leave in order to keep police department over-time to manageable levels.

WHEREAS, the Bath Village Chief of Police, Colin Taft, with approval of the Village Board, is authorized to maintain up to nine (9) part-time police officer positions, and is recommending that the Bath Village Board of Trustees appoint Seth Zawko effective July 20, 2021, to the position of Part-time Police Officer contingent upon the following:

- Due to him being a retired sergeant with the Horseheads PD, he will not need a background investigation, psychological examination, or medical examination.
- The Village will compensate, pursuant to the collective bargaining agreement with the Bath Police Benevolent Association, only those hours worked during Supervised Field Training and hours assigned to him after successfully completing the Basic Course for Police Officers.
- Seth Zawko will remain on a probationary period not to exceed 18 months from the date of appointment.

BE IT RESOLVED, that the Village of Bath Board of Trustees is hereby appointing Seth Zawko to the position of Part-time Police Officer, contingent on the aforementioned stipulations and said appointment shall be effective July 20, 2021.

**Public Hearing Local Law Garbage Truck:**

Motion made by Trustee Bardeen, seconded by Trustee Causer to schedule a public hearing on Chapter 63 of the Village Code regarding garbage Trucks for Monday August 16, 2021 at 5:30 p.m. All present were in favor and the motion was carried.

**Appoint Provisionally Thomas Posella Jr. – Assistant Director:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to appoint Thomas Posella Jr. to the Assistant Director of Municipal Utilities provisionally effective August 16, 2021. All present were in favor and the motion was carried.

**Approve CDBG Public Infrastructure \$1.25M Grant Agreement:**

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the CDBG Public Infrastructure \$1.25M Grant Agreement, authorize Mayor Sweet to execute agreement and designate Director of Municipal Utilities, Erin Bonacci, as authorized representative for the Village of Bath. All present were in favor and the motion was carried.

**Approve Harris Beach Contract – Professional Services Bond Counsel:**

Motion made by Trustee Bardeen, seconded by Trustee Muller to approve the contract with Harris Beach for professional services pertaining to bond counsel and to authorize Mayor Sweet to execute the contract. All present were in favor and the motion was carried.

**Approve Contract with Municipal Solutions – Professional Services:**

Motion made by Trustee Muller, seconded by Trustee Coots to approve the contract with Municipal Solutions for professional services pertaining to financial advisory and program administration and to authorize Mayor Sweet to execute the contract. All present were in favor and the motion was carried.

**Old Business:**

**Dog Park Proposal:**

Motion made by Trustee Coots, seconded by Trustee Causer to go out to bid for the Dog Park fencing and paving. All present were in favor and the motion was carried.

**Nuisance Law – Finalize Amendments, Set Public Hearing:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to schedule the public hearing on the Nuisance Law for Monday August 16, 2021 at 5:30 p.m. All present were in favor and the motion was carried.

**Adjournment:**

Motion made by Trustee Muller, seconded by Trustee Bardeen to adjourn the regular meeting at 6:34 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer  
Clerk/Treasurer