

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
FOR THE VILLAGE OF BATH
REGULAR MEETING
May 16, 2023**

This meeting of the Board of Trustees of the Village of Bath was held on the 16th day of May 2023 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:	Jeffrey Muller
Trustee	Melanie Coots – arrived at 5:43 p.m.
Trustee:	Mark Bardeen
Clerk/ Treasurer:	Jacqueline Shroyer
Street Supervisor:	Thomas Gutow
Attorney:	Aaron Mullen
Deputy St. Superintendent:	Jason Causer
Director of Utilities:	Erin Bonacci
Fire Chief:	Matt Glashauser
Chief of Police:	Colin Taft

Absent:

Code Enforcement:	Bradley Hill
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Visitors/Residents in Attendance:

Dillon Lewis – Resident
Kelly Fitzpatrick – Business Owner/County Legislator
Nick Pelham – County Legislator
Nate Uram – Street Dept Employee
Calvin Uram – Visitor
John Condon – Brown & Brown Insurance
Pat White - Resident

Public Hearing:

Local Law #2 – Shopping Carts:

Public hearing opened at 5:30 p.m.
Mayor Sweet explained the Shopping Cart Law with the fees involved.
Motion made by Trustee Bardeen, seconded by Trustee Causer to close the public hearing at 5:31 p.m. All present were in favor and the motion was carried.

Visitor – John Condon Brown & Brown – Insurance Renewal:

Quoted Travelers and Houston Casualty, which our both individual products. These are fully insurable programs. Travelers is cheaper with the law enforcement policy. HCC does not

have interest to quote the WWTP project. His recommendation would be to stay with Travelers with a renewal of \$197,041.

Discussion/Approve Hunt Hazardous Material Expense:

Motion made by Trustee Causer, seconded by Trustee Muller to approve the additional cost of \$11,062 for the environmental hazardous materials design drawings for the PD renovations project. All present were in favor and the motion was carried.

Appointment:

Judicial:

Motion made by Trustee Causer, seconded by Trustee Bardeen to appoint Bruce Cornell for the Village judge appointment effective immediately through April 1, 2024. All present were in favor and the motion was carried.

Audit of Bills:

Motion made by Trustee Bardeen, seconded by Trustee Causer to approve the payment of the Village bills in the amount of \$228,223.37. All present were in favor and the motion was carried.

Department Head Reports:

Thomas Gutow, Street Superintendent:

Street Report was received.

Colin Taft, Chief of Police:

Police Report 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. Monthly report was received.

Aaron Mullen:

Legalized Pt Dispensary Zoning Placement:

Drafted a cannabis zoning placement in the adult entertainment area of the zoning map. Board will review and discuss next month and set a public hearing.

Home Rule Occupancy Tax:

**Village of Bath
Board of Trustees Resolution**

Submitting a Home Rule Request

For the Imposition of a Hotel Tax

DATE APPROVED: Tuesday, May 16, 2023 INTRO. DATE: Tuesday, May 16, 2023

INTRODUCED BY: Trustee Bardeen SECONDED BY: Trustee Causer

VOTE:	Mayor Sweet	Aye	Nay	Abstain	Not Present
	Trustee Causer	Aye	Nay	Abstain	Not Present
	Trustee Bardeen	Aye	Nay	Abstain	Not Present
	Trustee Coots	Aye	Nay	Abstain	Not Present
	Trustee Muller	Aye	Nay	Abstain	Not Present

WHEREAS, the Village of Bath [Village] has secured an economic study demonstrating the erosion of the commercial base within the Village; and

WHEREAS, the Village desires to create a source of funds designated to rejuvenate the commercial base within the Village within the general fund of the Village; and

NOW, THEREFORE BE IT RESOLVED that this Board of Trustees of the Village of Bath hereby requests, in accordance with Home Rule Law section 10, that the following bills be adopted by the New York State Legislature;

1. A 4444-A, Authorizes an occupancy tax in the Village of Bath, in Steuben County; provides for the repeal of such provisions upon expiration thereof; and
2. S 2251-A, Authorizes an occupancy tax in the Village of Bath, in Steuben County; provides for the repeal of such provisions upon expiration thereof;

AND BE IT FURTHER, RESOLVED that the Mayor is authorized and directed to make the necessary filings(s) with the State General Assembly together with such other filings and requirements therefrom to secure the requested authorization.

Jacqueline Shroyer, Clerk/Treasurer Report:

Clerk/Treasurer Report was received.

Motion made by Trustee Coots, seconded by Trustee Muller to approve the following budget amendments for budget year 2022-2023. All present were in favor and the motion was carried.

Increase A1420.4 – Attorney – Contractual by \$20,000.00
Increase A1120 – Non-Property Tax by \$20,000.00
To Cover Attorney Costs

Increase A3120.2 – Police Department – Equipment by \$46,500.00
Increase A2401 – Interest& Earnings by \$46,500.00
To Cover the costs of the PD Vehicle.

Increase A3389 – State Aid – Other Public Safety by \$4,000.00
Increase A3120.2 – Police Department – Equipment by \$4,000.00
To Record NYS Body Worn Camera Grant.

Increase A1680.2 – Central Data Processing – Equipment by \$700.00
Increase A1680.4 – Central Data Processing – Contractual by \$300.00
Decrease A1010.4 – Legislative Board – Contractual by \$1,000.00
To Cover additional Costs for PD server.

Increase A3989 – St. Aid, Other Home and Comm Serv by \$50,000
Increase A8510.4 – Community Development Contractual by \$50,000
To record CDBG Grant Income

Increase A7140.4 – Downtown Park – Contractual by \$3,600.00
Decrease A1460.1 – Records Management Personnel by \$3,600.00
To cover costs for Pickleball Courts.

Increase A5142.4 – Snow Removal – Contractual by \$14,000.00
Increase A1120 – Non-Property Tax Revenue by \$14,000.00
To Cover Costs of Road Salt to Fill Salt Barn.

Increase A7140.4 – Downtown Park – Contractual by \$20,000.00
Increase A1120 – Non-Property Tax by \$20,000.00
To Cover costs of chain link fence for Dog Park.

Increase A7141.1 – Mossy Bank Park – Personnel by \$1,062.36
Decrease A5142.1 – Snow Removal Personnel by \$1,062.36
To Cover Employee hired at Mossy Bank Park.

Increase A3120.2 Police Dept - Equipment by \$14,005.34
Decrease A1910.4 – Unallocated Insurance by \$4,500.00
Increase A1120 – Non-Property Tax by \$9,505.34
To cover costs of PD Toughbooks.

Increase A3120.11 – Police Dept – Dispatch Personal Services by \$2,200.00
Decrease A3120.1 – Police Dept – Personal Services by \$2,200.00
To cover the costs of Dispatcher on Vacation.

Increase A3120.43 – Police Dept – Contracts by \$8,200.00
Decrease A3120.1 – Police Dept – Personal Services by \$8,200.00
To Cover a contract not budgeted.

Increase A5110.4 – Street Dept – Contractual by \$4,450.00
Decrease A5182.4 – Street Lighting – Contractual by \$4,000.00
Decrease A5110.45 – Street Dept – Telephone by \$450.00
To Cover Expenses for Street Department.

Increase A8510.4 Community Development – Contractual by \$11,062.00
Decrease A3120.1 Police Dept – Personal Services by \$11,062.00
To Cover PD Renovations additional Spec Drawing Costs, if approved later in this meeting.

Increase A5110.49 – Street Dept – Blacktop by \$15,500.00
Decrease A5182.4 – Street Lighting – Contractual by \$7,900.00
Decrease A5110.42 – Street Dept – Gas/Oil by \$1,900.00
Decrease A3315.4 – Stop – DWI by \$5,700.00
To cover the costs of paving two streets.

Committee Reports:

Dumpster Days Discussion/Approval:

Motion made by Trustee Coots, seconded by Trustee Muller to approve the expense of up to \$1,200.00 on dumpsters for Dumpster Days in the next fiscal year of 2023-2024. Trustee Coots will set the date and make all the preparations for that date/event. All present were in favor and the motion was carried.

Mossy Bank Project:

Motion made by Trustee Causer, seconded by Trustee Bardeen to support the Mossy Bank Park Committee in the project with the Hemlock Tree issues. All present were in favor and the motion was carried.

New Business:

Approve Local Law #2 Shopping Carts:

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve Local Law #2 regarding Shopping Carts. All present were in favor and the motion was carried.

Approve Insurance Renewal:

Motion made by Trustee Muller, seconded by Trustee Coots to approve the insurance renewal quote from Travelers for the estimated amount of \$197,041. All present were in favor and the motion was carried.

Discuss/Approve Quote for Synergy Panasonic Toughbooks:

Motion made by Trustee Coots, seconded by Trustee Causer to approve the quote from Synergy for Panasonic Toughbooks for the Police Department in the amount of \$14,005.34. All present were in favor and the motion was carried.

Schedule Year End Abstract Meeting:

Motion made by Trustee Causer, seconded by Trustee Bardeen to schedule the Year End Abstract Meeting for Tuesday May 30, 2023 at 5:15 p.m. All present were in favor and the motion was carried.

Bike School – Harrington & Hughes:

Motion made by Trustee Coots, seconded by Trustee Causer to approve Police Officer Harrington and Police Officer Hughes to attend Bike School in Cortland from June 5 – June 9, 2023. All present were in favor and the motion was carried.

Provisional Sergeant Resolution – Ruggles:

RESOLUTION
VILLAGE OF BATH BOARD OF TRUSTEES
BATH, NEW YORK

DATE APPROVED: Tuesday, May 16, 2023 INTRO. DATE: Tuesday, May 16, 2023

INTRODUCED BY: Trustee Coots SECONDED BY: Trustee Bardeen

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

TITLE: Appointment of Michael Ruggles as Provisional Police Sergeant for the Village of Bath.

WHEREAS, Police Sergeant Michael Jackson Jr. was promoted from Police Sergeant to Criminal Investigator with the Village of Bath effective on November 2, 2022;

WHEREAS, Police Officer Michael Ruggles has been acting Police Sergeant since November 2, 2022;

WHEREAS, Chief of Police, Colin Taft, recommends Michael Ruggles to be appointed as Provisional Police Sergeant effective Saturday June 10, 2023 contingent upon the following stipulations:

- Michael Ruggles will be appointed Police Sergeant, consistent with Steuben County Civil Service Rules & Regulations, effective Saturday, June 10, 2023. He will sign the oath of office for said appointment before Friday June 16, 2023 before the Bath Village Clerk.
- Commencing Saturday, June 10, 2023, Michael Ruggles will be appointed as Provisional Police Sergeant and will not be on a probationary period as it is a provisional appointment, 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 Provisional Police Sergeant contingent on the aforementioned stipulations.

Approve Instructor School for Johnson:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve Sergeant Johnson to attend Instructor School for 2 weeks starting May 29, 2023 in Belmont. All present were in favor and the motion was carried.

Adjourn Regular Meeting/Executive Session:

Motion made by Trustee Bardeen, seconded by Trustee Causer to adjourn the regular meeting of the Board of Trustees of the Village of Bath at 6:48 p.m. to go into executive session for village policies. All present were in favor and the motion was carried.

Return to Regular Session:

Motion made by Trustee Muller, seconded by Trustee Bardeen to return to regular session at 6:49 p.m. All present were in favor and the motion was carried.

Adjournment:

Motion made by Trustee Bardeen, seconded by Trustee Muller to adjourn the regular meeting at 6:50 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer
Clerk/Treasurer