

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
FOR THE VILLAGE OF BATH
REGULAR MEETING
AUGUST 21, 2023**

This meeting of the Board of Trustees of the Village of Bath was held on the 21st day of August 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
Trustee:	Mark Bardeen
Clerk/ Treasurer:	Jacqueline Shroyer
Street Supervisor:	Jason Causer
Code Enforcement:	Bradley Hill
Chief of Police:	Colin Taft
Director of Utilities:	Erin Bonacci
Attorney:	Aaron Mullen

Absent:

Fire Chief: Matt Glashauser

Visitors/Residents in Attendance:

Kelly Fitzpatrick – Business Owner/County Legislator
Nate Uram – Street Dept Employee
Calvin Uram – Visitor
Dillon Lewis – Resident – arrived at 5:48 p.m.
Patricia Ingraham – Resident/Village Employee – arrived at 5:55 p.m.

Public Hearing:

Local Law #3 – Amending Law Relative to Cannabis Business:

Public Hearing opened at 5:30 p.m.

Mayor explained the law allows cannabis businesses to open in the Adult business district.

Motion made by Trustee Muller, seconded by Trustee Coots to close the public hearing at 5:32 p.m. All present were in favor and the motion was carried.

New Employee:

Shannon Dowdle – Emergency Services Dispatcher:

Motion made by Trustee Coots, seconded by Trustee Muller to approve the appointment of Shannon Dowdle as Emergency Services Dispatcher effective August 7, 2023. All present were in favor and the motion was carried.

Correspondence:

Bethel Assembly of God Pulteney Park Request:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the request for the Bethel Assembly of God to use Pulteney Park for their event on Saturday, October 14, 2023 from 1-4 p.m. All present were in favor and the motion was carried.

Audit of Bills:

Motion made by Trustee Bardeen, seconded by Trustee Coots to approve the payment of the Village bills in the amount of \$268,975.88. 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.

Jacqueline Shroyer, Clerk/Treasurer Report:

Clerk/Treasurer report was received.

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the following budget amendments for budget year 2023-2024. All present were in favor and the motion was carried.

Increase A7140.4 Downtown Park – Contractual by \$15,209.75
Increase A599 Appropriated Fund Balance by \$15,209.75
To cover expenses board approved on for the dog park.

Increase A9040.8 Worker’s Compensation by \$7,560.00
Decrease A1990.4 Contingency Account by \$7,560.00
To cover costs not budgeted for insurance due to wrong quote sent from County.

New Business:

Approve Local Law #3 – Amending Law Relative to Cannabis Business:

Motion made by Trustee Bardeen, seconded by Trustee Causer to approve Local Law #3 amending the chapter 119 of the Bath Village Code relative to the cannabis business. All present were in favor and the motion was carried.

Approve Payment on July 20 for Guerin Enterprises:

Motion made by Trustee Bardeen, seconded by Trustee Muller to approve the payment made to Guerin Enterprises on July 20, 2023 for the rest of the pickleball court fence in the amount of \$6,318. All present were in favor and the motion was carried.

Crime Prevention School – Chief Taft:

Motion made by Trustee Coots, seconded by Trustee Muller to approve Chief Taft to attend Crime Prevention School in Rochester July 25 – 27, 2023. All present were in favor and the motion was carried.

Resignation Letter PT Dispatch – Christine Haar:

Motion made by Trustee Coots, seconded by Trustee Bardeen to accept the resignation letter from Christine Haar for the PT Dispatch position effective July 20, 2023. All present were in favor and the motion was carried.

Pathways Agreement:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the Pathway's Employee Assistance Program Service Agreement effective July 1, 2023 through July 1, 2024. All present were in favor and the motion was carried.

Advanced Roadside Impaired Driving Enforcement School – Harrington:

Motion made by Trustee Coots, seconded by Trustee Causer to approve Officer Harrington to attend Advanced Roadside Impaired Driving Enforcement School from August 7 – 8, 2023 in Rochester, NY. All present were in favor and the motion was carried.

Taser Instructor School – Sergeant Recktenwald:

Motion made by Trustee Muller, seconded by Trustee Causer to approve Officer Harrington to attend Taser Instructor School August 31, 2023 near Syracuse, NY. All present were in favor and the motion was carried.

Defensive Tactic Instructor School – Use of Gym:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve the Defensive Tactic Instructor School use of the gym in the municipal building for 2 weeks in October. All present were in favor and the motion was carried.

Accept Resignation Letter – Records Management Clerk:

Motion made by Trustee Muller, seconded by Trustee Bardeen to accept the resignation letter from Leslie Bowman for Records Management Clerk effective July 28, 2023, with regret. All present were in favor and the motion was carried.

ALERRT Level 2 Training – Inv. Jackson & PO Cheresnowsky:

Motion made by Trustee Causer, seconded by Trustee Bardeen to approve Investigator Jackson and Officer Cheresnowsky to attend ALERRT Level 2 Training in Wellsville, NY on September 6 – 7, 2023. All present were in favor and the motion was carried.

Breath Test Operator School – PO Harrington & PO Michalko:

Motion made by Trustee Coots, seconded by Trustee Muller to approve PO Harrington and PO Michalko to attend Breath Test Operator School from September 19 – 21, 2023 in Bemont, NY. The Stop DWI Grant will be paying for the training. All present were in favor and the motion was carried.

Approve Wilbri Quote for Belt on Street Truck:

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the quote from Wilbri for a belt for the street department truck for up to \$3,332.50. All present were in favor and the motion was carried.

Discussion on Adding FT Officer in Lieu of Part Time Officers:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve Chief Taft to proceed with discussions on adding a Full Time Police Officer in lieu of Part Time Officers. All present were in favor and the motion was carried.

Recommendation from BEGWS – Authorize purchase of Generators:

Motion made by Trustee Muller, seconded by Trustee Bardeen to approve the bid of the Village and BEGWS generators of \$193,500. All present were in favor and the motion was carried.

Accept Retirement for Patricia Ingraham:

Motion made by Trustee Muller, seconded by Trustee Bardeen to accept the retirement letter from Patricia Ingraham for the Emergency Services Dispatch position effective September 16, 2023, with regret. All present were in favor and the motion was carried.

Approve Patricia Ingraham to Part Time Dispatcher:

Motion made by Trustee Coots, seconded by Trustee Causer to approve Patricia Ingraham as Part Time Dispatcher effective September 18, 2023. All present were in favor and the motion was carried.

Approve Resolution – Police Sergeant Johnson Permanent Promotion:

RESOLUTION
VILLAGE OF BATH BOARD OF TRUSTEES
BATH, NEW YORK

DATE APPROVED: Monday, August 21, 2023 INTRO. DATE: Monday, August 21, 2023

INTRODUCED BY: Trustee Coots 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

TITLE: Appointment of Dustin Johnson as Police Sergeant for the Village of Bath.

WHEREAS, Police Sergeant Dustin Johnson was appointed provisional Police Sergeant for the Village of Bath effective on February 21, 2023;

WHEREAS, Chief of Police, Colin Taft, recommends Dustin Johnson to be appointed Police Sergeant from a certified list effective August 17, 2023 contingent upon the following stipulations:

- Dustin Johnson will be appointed Police Sergeant, consistent with Steuben County Civil Service Rules & Regulations, effective Monday, August 17, 2023. He will sign the oath of office for said appointment by Monday September 11, 2023 before the Bath Village Clerk.
- Commencing Monday, August 17, 2023, Dustin Johnson will be appointed as Police Sergeant and be on a probationary period for 12 weeks, consistent with Steuben County Civil Service Rules and Regulations.
- Dustin Johnson 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 Dustin Johnson to the position of Police Sergeant contingent on the aforementioned stipulations.

Approve Resolution – Police Sergeant Ruggles Permanent Promotion:

RESOLUTION
VILLAGE OF BATH BOARD OF TRUSTEES
BATH, NEW YORK

DATE APPROVED: Monday, August 21, 2023 INTRO. DATE: Monday, August 21, 2023

INTRODUCED BY: Trustee Causer SECONDED BY: Trustee Bardeen

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

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

WHEREAS, Police Sergeant Michael Ruggles was appointed provisional Police Sergeant for the Village of Bath effective on June 10, 2023;

WHEREAS, Chief of Police, Colin Taft, recommends Michael Ruggles to be appointed Police Sergeant from a certified list effective August 17, 2023 contingent upon the following stipulations:

- Michael Ruggles will be appointed Police Sergeant, consistent with Steuben County Civil Service Rules & Regulations, effective Monday, August 17, 2023. He will sign the oath of office for said appointment by Monday September 11, 2023 before the Bath Village Clerk.
- Commencing Monday, August 17, 2023, Michael Ruggles will be appointed as Police Sergeant and be on a probationary period for 12 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 Sergeant contingent on the aforementioned stipulations.

Approve Resolution – Criminal Investigator Jackson Permanent Promotion:

RESOLUTION
VILLAGE OF BATH BOARD OF TRUSTEES
BATH, NEW YORK

DATE APPROVED: Monday, August 21, 2023 INTRO. DATE: Monday, August 21, 2023

INTRODUCED BY: Trustee Muller 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

TITLE: Appointment of Michael Jackson Jr. as Criminal Investigator for the Village of Bath.

WHEREAS, Criminal Investigator Michael Jackson Jr. was appointed provisional Criminal Investigator for the Village of Bath effective on November 2, 2022;

WHEREAS, Chief of Police, Colin Taft, recommends Michael Jackson Jr. to be appointed Criminal Investigator from a certified list effective August 17, 2023 contingent upon the following stipulations:

- Michael Jackson Jr. will be appointed Criminal Investigator, consistent with Steuben County Civil Service Rules & Regulations, effective Monday, August 17, 2023. He will sign the oath of office for said appointment by Monday September 11, 2023 before the Bath Village Clerk.
- Commencing Monday, August 17, 2023, Michael Jackson Jr. will be appointed as Criminal Investigator and be on a probationary period for 12 weeks, consistent with Steuben County Civil Service Rules and Regulations.
- Michael Jackson Jr. 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 Jackson Jr. to the position of Criminal Investigator contingent on the aforementioned stipulations.

New Bank Account Resolution – WWTP Upgrades:

RESOLUTION
VILLAGE OF BATH BOARD OF TRUSTEES
BATH, NEW YORK

DATE APPROVED: Monday, August 21, 2023 INTRO. DATE: Monday, August 21, 2023

INTRODUCED BY: Trustee Muller SECONDED BY: Trustee Bardeen.

VOTE:	Mayor Sweet	Aye	Nay	Abstain	Absent
	Trustee Causer	Aye	Nay	Abstain	Absent
	Trustee Bardeen	Aye	Nay	Abstain	Absent
	Trustee Coots	Aye	Nay	Abstain	Absent
	Trustee Muller	Aye	Nay	Abstain	Absent

TITLE: Capital Bank Account for Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-00)

RESOLVED, that the Clerk/Treasurer, Jacqueline Shroyer, of the Village of Bath is authorized and directed to establish a bank account for the Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-00) with Five Star Bank where proceeds from grant awards and loans, check payments to vendors, disbursements, wire transfers, checks, or other orders related to the Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-00) capital project are transacted in said in said account. The Clerk/Treasurer of the Village of Bath shall have the authority to operate the account on behalf of the Village of Bath.

RESOLVED FURTHER, that Mrs. Jacqueline Shroyer, Clerk/Treasurer of the Village of Bath, be and is hereby authorized to sign and execute all such documents for opening the said bank account.

RESOLVED FURTHER, that moneys for the Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-00) be placed in said bank account and activities including receipt of grant awards and loans, along with expenses and disbursements for this capital project take place in and from said bank account.

RESOLVED FURTHER, that a Certified True Copy of this resolution be forwarded to the bank under the signature of Mrs. Jacqueline Shroyer, Village of Bath Clerk.

New Bank Account Resolution – WWTP Upgrades:

RESOLUTION
VILLAGE OF BATH BOARD OF TRUSTEES
BATH, NEW YORK

DATE APPROVED: Monday, August 21, 2023 INTRO. DATE: Monday, August 21, 2023

INTRODUCED BY: Trustee Muller SECONDED BY: Trustee Bardeen.

VOTE:	Mayor Sweet	Aye	Nay	Abstain	Absent
	Trustee Causer	Aye	Nay	Abstain	Absent
	Trustee Bardeen	Aye	Nay	Abstain	Absent
	Trustee Coots	Aye	Nay	Abstain	Absent
	Trustee Muller	Aye	Nay	Abstain	Absent

TITLE: Capital Bank Account for Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-01)

RESOLVED, that the Clerk/Treasurer, Jacqueline Shroyer, of the Village of Bath is authorized and directed to establish a bank account for the Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-01) with Five Star Bank where proceeds from grant awards and loans, check payments to vendors, disbursements, wire transfers, checks, or other orders related to the Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-01) capital project are transacted in said in said account. The Clerk/Treasurer of the Village of Bath shall have the authority to operate the account on behalf of the Village of Bath.

RESOLVED FURTHER, that Mrs. Jacqueline Shroyer, Clerk/Treasurer of the Village of Bath, be and is hereby authorized to sign and execute all such documents for opening the said bank account.

RESOLVED FURTHER, that moneys for the Village of Bath WWTP Upgrades (CWSRF Project No. C8-6416-03-01) be placed in said bank account and activities including receipt of

grant awards and loans, along with expenses and disbursements for this capital project take place in and from said bank account.

RESOLVED FURTHER, that a Certified True Copy of this resolution be forwarded to the bank under the signature of Mrs. Jacqueline Shroyer, Village of Bath Clerk.

Adjourn Regular Meeting/Executive Session:

Motion made by Trustee Muller, seconded by Trustee Causer to adjourn the regular meeting of the Board of Trustees of the Village of Bath at 6:55 p.m. to go into executive session for potential litigation. All present were in favor and the motion was carried.

Street Superintendent, Jason Causer, asked to stay in executive session. Left at 7:03 p.m.

Return to Regular Session:

Motion made by Trustee Bardeen, seconded by Trustee Muller to return to regular session at 7:09 p.m. All present were in favor and the motion was carried.

Adjournment:

Motion made by Trustee Muller, seconded by Trustee Coots to adjourn the regular meeting at 7:09 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer
Clerk/Treasurer