

**MINUTES
TOWN OF WARRENSBURG
REGULAR TOWN BOARD MEETING
DECEMBER 11, 2024 - 7:00 P.M.
at Albert Emerson Town Hall**

THIS MEETING WAS HELD VIA YOUTUBE INTERNET BROADCAST AND WAS OPEN TO THE PUBLIC. THE YOUTUBE LINK CAN BE FOUND ON THE WARRENSBURG TOWN WEBSITE. (warrensburgny.us)

PRESENT:	Supervisor	Kevin Geraghty
	Councilperson	John Alexander
	Councilperson	Bryan Rounds
	Councilperson	Robert Sutphin
	Councilperson	Jerold Quintal II

OTHERS PRESENT: Pamela Lloyd, Town Clerk; Jacquelyn White, Town Attorney; Tracy Benoit, Water/Sewer/Parks & Recs Manager, **Public Attendees, Sign in sheet available for review at the Town Clerks office.**

Meeting was called to order by Supervisor Kevin Geraghty at 7:00 p.m. and the Salute to the Flag.

APPROVE MINUTES OF TOWN BOARD MEETINGS HELD ON NOVEMBER 13, 2024

RESOLUTION #123-2024

INTRODUCED BY: Councilperson John Alexander
WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

RESOLVED, to approve the Minutes of the Town Board Meeting held on November 13, 2024.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 5 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Sutphin, Quintal II

REPORTS OF TOWN OFFICIALS:

The Town Officials reports were received and read by the following: Town Clerk – Pamela Lloyd; Supervisor, – Kevin Geraghty; Assessor, Landfill - John Alexander; Dog Control – No Report/Supervisor Geraghty spoke; Justice – Robert Sutphin; Planning Department - Bryan Rounds; Code Enforcement Officer – Joq Quintal II; Highway Superintendent – No Report – Supervisor Geraghty Spoke on behalf of report. These reports will also be available to view on the Town of Warrensburg Website. (warrensburgny.us)

REPORTS OF COMMITTEES:

The Committee Reports were received and will be placed on the Town of Warrensburg Website (warrensburgny.us) and will no longer be read at the Town Board Meetings Per Supervisor Geraghty.

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COMMUNICATIONS:

Received a letter from Carolyn Cyr on the condition of the Hackensack Trail. Concerns were stated over the trail marking system and suggested that we work on a map. I have discussed the concerns with Tracy Benoit and will look at the items in the spring.

Received a donation from Florence LaPoint for Christmas decorations. A thank you was sent out.

OLD BUSINESS:

Waiting for appraisal report to be completed on Alden Avenue water district property. Sterling Commercial Appraisals, LLC of Saratoga Springs is doing the work.

DISCUSSION: Supervisor Geraghty stated; The town hired a different appraiser because the first choice is no longer in business. The second choice was Sterling Commercial Appraisals, they have toured the property and they believe the cost will be less than \$2,000 to appraise the property and they will come back with a price on property and then they will take it from there.

**RESOLUTION AUTHORIZING THE TOWN BOARD OF THE
TOWN OF WARRENSBURG TO AWARD THE
GOLD AVENUE STORMWATER PROJECT TO
CARVER CONSTRUCTION, INC.**

RESOLUTION #124-2024

INTRODUCED BY: Councilperson John Alexander

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Joq Quintal II

WHEREAS, the Town Board is undertaking a project called the Town of Warrensburg Gold Avenue Stormwater Project (hereinafter referred to as ‘the Project’) that includes the construction of a new Stormwater conveyance system involving a general construction contract; and

WHEREAS, the Town’s consultant engineers the Project, Cedarwood Engineering Services PLLC (“Project Engineer”) has completed the design for the Project and the Project has been put out to obtain quotes as a General Construction Contract; and

WHEREAS, all members of the Town Board have received copies of the request for quote documents (or a summary thereof) from the low bidder on the contract and have reviewed those documents, and have conferred with the Project Engineer and discussed the bid documents and elements of each bid; and

WHEREAS, the Town Board wishes to proceed in a timely and prudent manner to secure a contract for the General Construction Contract, and to commence construction of the Project.

NOW BE IT RESOLVED, the Town Board hereby authorizes the Town Supervisor to execute the Notice of Award for the General Construction Contract to the lowest responsible bidder listed below:

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<u>Project Component</u>	<u>Contractor</u>	<u>Bid Amount</u>
General Construction Contract	Carver Construction, Inc. PO Box 890 2170 River Road Coeymans, New York 12045 (Tel. 518-469-0218)	\$184,145.00 (Base Bid) \$12,600 (Bid Alternate)

BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor or his designee to work with the Project Engineer and Project Attorney to negotiate with the low bidder on the terms, conditions, selection of final bid alternates, and final specifications of the Project, and to execute contract with Carver Construction, Inc.

WHEREUPON, the question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows:

Kevin B. Geraghty, Supervisor	VOTING - <u>Yea</u>
John S. Alexander, Deputy Supervisor	VOTING - <u>Yea</u>
Bryan Rounds, Councilman	VOTING - <u>Abstain</u>
Robert Sutphin, Councilman	VOTING - <u>Yea</u>
Joq Quintal, Councilman	VOTING - <u>Yea</u>

Signed this 11th day of December, 2024
Pamela Lloyd, Town Clerk

REQUEST TO ESTABLISH A CAPITAL PROJECT FUND H19 FOR GOLD AVENUE STORMWATER PROJECT

RESOLUTION #125-2024

INTRODUCED BY: Councilperson John Alexander
WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Joq Quintal II

WHEREAS, the Town of Warrensburg request to establish a Capital Project Fund H19 for Gold Avenue Stormwater Project to be funded by Fund Balance.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg hereby approved a Capital Project Fund H19 for Gold Avenue Stormwater Project.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 4 **NAYS:** 0 **ABSTAIN:** 1

AYES: Supervisor Geraghty, Councilperson Alexander, Sutphin, Quintal II

ABSTAIN: Councilperson Rounds

NEW BUSINESS:

Update on King Street Highway Garage Demolition Project, Jackson Demolition Services has removed oil tanks, one 1000-gallon waste oil tank and one empty fuel oil tank. Contaminated soil will have to be disposed of. Two septic tanks were located on the property also and they will have to be pumped out and removed at a later date. Added cost to the project is \$7,130.00.

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REQUEST TO ACCEPT LOWEST BID FOR WASTEWATER TREATMENT PLANT LAGOON BAFFLES

RESOLUTION #126-2024

INTRODUCED BY: Councilperson Bryan Rounds
WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Robert Sutphin

WHEREAS, the Warrensburg Town Board request to accept and award the bid for Lagoon Baffles for the Wastewater Treatment Plant to the lowest responsible bidder listed below:

<u>Contractor</u>	<u>Bid Amount</u>
Elastec, Inc. 1309 West Main Street Carmi, IL 62821	\$29,912.40

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg hereby approved and awarded the lowest Bidder above for the Lagoon Baffles for the Wastewater Treatment Plant.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 5 **NAYS:** 0 **ABSENT:** 0

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Sutphin, Quintal II

Information included for the Town Board members to decide if they want to apply to be a Pro-Housing Community.

DISCUSSION: Supervisor Geraghty Stated; They did do some research on this and the town does not qualify because we only had 14 new houses put up in the last three years and the town has 2,820 parcels so the town does not come close to the percentage needed to be eligible. Per Attorney, Jackie White there are more options available to apply and will discuss at next meeting.

Information included on progress of Main Street grant and CDBG Housing grant.

Funding was received in the amount of \$346,686.08 for the River Street sidewalk Project.

REQUEST TO ENTER INTO 2025 CONTRACT WITH BARKS RECREATION VETERINARY, LLC

RESOLUTION #127-2024

INTRODUCED BY: Councilperson John Alexander
WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Robert Sutphin

WHEREAS, the Warrensburg Town Board request to enter into a contract with Barks Recreation Veterinary, LLC for the year 2025 to cover Dog Boarding/Control Services with an annual Administration fee of \$2,500.00 plus other fees for Boarding.

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NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg hereby approved to enter into 2025 Contract with Barks Recreation Veterinary, LLC for Dog Boarding/Control Services.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 5 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Sutphin, Quintal II

REQUEST FOR OCCUPANCY TAX FUNDS FROM WARRENSBURG BEAUTIFICATION

RESOLUTION #128-2024

**INTRODUCED BY: Councilperson Bryan Rounds
WHO MOVED ITS ADOPTION**

SECONDED BY: Councilperson Joq Quintal II

WHEREAS, the Warrensburg Town Board received a request from the Warrensburg Beautification for Occupancy Tax Funds in the amount of \$4,797.63 towards 2024 expenses for the Farmer's Market.

NOW, THEREFORE, BE IT

RESOLVED, that the Warrensburg Town Board hereby approved the request for Occupancy Tax Funds from Warrensburg Beautification in the amount of \$4,797.63 for 2024 expenses.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 4 NAYS: 0 OPPOSED: 1

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Quintal II

OPPOSED: Councilperson Sutphin

REQUEST FOR OCCUPANCY TAX FUNDS FROM WARRENSBURG HISTORICAL SOCIETY AND MUSEUM

RESOLUTION #129-2024

**INTRODUCED BY: Councilperson John Alexander
WHO MOVED ITS ADOPTION**

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Warrensburg Town Board received a request from the Warrensburg Historical Society and Museum for Occupancy Tax Funds in the amount of \$6,588.70 towards 2024 Tourism expenses.

NOW, THEREFORE, BE IT

RESOLVED, that the Warrensburg Town Board hereby approved the request for Occupancy Tax Funds from Warrensburg Historical Society and Museum in the amount of \$6,588.70 for 2024 expenses.

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RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 4 NAYS: 0 OPPOSED: 1

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Quintal II

OPPOSED: Councilperson Sutphin

REQUEST TO SCHEDULE THE 2024 YEAR END TOWN BOARD MEETING

RESOLUTION #130-2024

INTRODUCED BY: Councilperson John Alexander

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, a request to the Warrensburg Town Board to schedule the 2024 Year End Town Board Meeting to be held on Monday, December 30, 2024 at 2:00 pm.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg hereby approved to set the 2024 Year End Meeting for Monday, December 30, 2024 at 2:00 pm.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 5 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Sutphin, Quintal II

REQUEST TO SCHEDULE THE 2025 ORGANIZATIONAL TOWN BOARD MEETING

RESOLUTION #131-2024

INTRODUCED BY: Councilperson John Alexander

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Warrensburg Town Board request to schedule the 2025 Organizational Town Board Meeting to be held on Wednesday, January 8, 2025 at 7:00 pm.

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg hereby approved to set the 2025 Town Board Organizational Meeting for Wednesday, January 8, 2025 at 7:00 pm, before the Regular Town Board Meeting.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 5 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Sutphin, Quintal II

The Town has been awarded additional Occupancy Tax Money from Warren County in 2025 to be used to enhance our Christmas Decorations. We spent an additional \$4,825.74 this year on lights and displays.

REGULAR TOWN BOARD MEETING – DECEMBER 11, 2024

APPROVE BUDGET MODIFICATIONS – (13)

RESOLUTION #132-2024

INTRODUCED BY: Councilperson John Alexander

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Town of Warrensburg request to approve the Budget Modifications as follows:

**Town of Warrensburg
Budget Modification
December 11, 2024**

GENERAL FUND

A1990.400	Special Items - Contingent	\$	497.14	
A1220.400	Supervisor - Contractual			\$ 497.14
	<u>Accounting Software Program</u>			
A1990.400	Special Items - Contingent	\$	71.17	
A1330.400	<u>Tax Collector - Contractual</u>			\$ 71.17
	<u>Edmunds Gov Tech Program</u>			
A1620.200	Buildings - Equipment	\$	2,000.00	
A1620.400	Buildings - Contractual			\$ 2,000.00
	<u>Contractual Shortage</u>			
A1990.400	Special Items - Contingent	\$	2,500.00	
A3510.400	Dog Control - Contractual			\$ 2,500.00
	<u>2025 Contract - Barks & Rec</u>			
A5410.400	Sidewalks - Contractual	\$	5,000.00	
A6412.400	Occupancy Tax			\$ 5,000.00
	<u>Short Christmas in Warrensburg Award</u>			
A7110.120	Parks Personal Services: Part - Time Pay	\$	845.11	
A7110.110	Parks Personal Services: Overtime			\$ 845.11
	<u>Plowing Over - Time Pay</u>			
A1355.400	Assessors - Contractual	\$	2,500.00	
A1990.400	Special Items - Contingent	\$	2,000.00	
A3989.120	Crossing Guard - Part Time Pay	\$	2,000.00	
A5410.400	Sidewalks - Contractual	\$	5,000.00	
A8160.120	Refuse Collection - Part Time Pay	\$	500.00	

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A8540.400	Drainage - Contractual	\$	1,000.00	
A8810.400	Cemeteries - Contractual	\$	1,000.00	
A8160.100	Refuse Collection - Personal Service Pay			\$ 14,000.00

Landfill Personal Pay Shortage

A1990.400	Special Items - Contingent	\$	20.64	
A9055.800	Employee Benefits - Disability			\$ 20.64

Disability Insurance Short

HIGHWAY FUND

DA5120.200	Bridges - Equipment	\$	1,000.00	
DA5130.400	Machinery - Contractual	\$	6,140.94	
DA5110.400	Street Maintenance - Contractual			\$ 7,140.94

Street Maintenance - Contractual

WATER FUND

SW8320.120	Source of Supply - Part Time	\$	1,298.00	
SW8320.110	Source of Supply - Overtime			\$ 1,298.00

Plowing Overtime Pay

SW8320.401	Source of Supply - Electrical	\$	50.10	
SW8320.400	Source of Supply - Contractual			\$ 50.10

Contractual Short

SW8340.400	Transmission & Distribution - Contractual	\$	654.05	
SW8330.400	Purification - Contractual			\$ 654.05

Short Purification Contractual

SW599	Appropriated Fund Balance	\$	10,604.47	
SW9730.700	Bond Anticipated Note Interest			\$ 10,604.47

EFC Water Grant

NOW THEREFORE, BE IT

RESOLVED, that the Town Board of Warrensburg hereby approves the Budget Modifications.

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: 5 NAYS: 0 ABSENT: 0

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Sutphin, Quintal II

REGULAR TOWN BOARD MEETING – DECEMBER 11, 2024

REQUEST TO PAY WARRANTS ON ABSTRACT #12-2024

RESOLUTION #133-2024

ON MOTION OF: Councilperson Robert Sutphin

SECONDED BY: Councilperson Bryan Rounds

RESOLUTION DULY ADOPTED DECEMBER 11, 2024 BY THE FOLLOWING VOTES:

AYES: Supervisor Geraghty, Councilperson Alexander, Rounds, Sutphin, Quintal II

RESOLVED, to pay the warrants outlined on Abstract #12-2024 in the following amounts:

WARRANTS:	Total Claims:	447,951.51
	General Fund	\$184,063.74
	Cemetery Fund	\$1,066.23
	Highway Fund	\$81,450.43
	Lighting District	\$9,854.29
	Sewer Fund	\$88,866.50
	Water Fund	\$33,215.86
	H15 Sidewalk	\$1,054.46
	H16 CDBG Grant	\$48,380.00

THE COMPLETE DISCUSSIONS AND COMMENTS CAN BE VIEWED ON THE YOUTUBE LINK LOCATED ON THE TOWN WEBSITE & FACEBOOK PAGE.

SUPERVISOR GERAGHTY CALLED AN EXECUTIVE SESSION AT 7:30 PM. EXECUTIVE SESSION ENDED AT 7:50 PM

REQUEST FOR AN EXECUTIVE SESSION TO DISCUSS A PENDING LITIGATION

RESOLUTION #134-2024

ON MOTION OF: Councilperson John Alexander

WHO MOVED ITS ADOPTION

SECONDED BY: Councilperson Bryan Rounds

WHEREAS, the Warrensburg Town Board called an Executive Session to discuss a pending litigation. All Board members and the Town Attorney went into a closed door Executive Session at 7:30 pm.

NOW, THEREFORE, BE IT

RESOLVED, The Warrensburg Town Board ended the Executive Session at 7:50 pm, with the results of No Action taken at this time.

RESOLUTION DULY ADOPTED ON DECEMBER 11, 2024 BY THE FOLLOW VOTES:

AYES: 5 **NAYS:** 0 **ABSENT:** 0

AYES: Supervisor Geraghty, Councilpersons Alexander, Rounds, Sutphin, Quintal II

REGULAR TOWN BOARD MEETING – DECEMBER 11, 2024

COMMENTS:

Councilperson Robert Sutphin stated – Just following up on the Town Employees Recognition of the Quarter Program, if there is any input or recommendations please let him know. All other board members agreed and will look into this in the next coming year of 2025

MEETING ADJOURN

On motion of Councilperson John Alexander, the meeting was adjourned at 7:55 pm

Respectfully Submitted,

Pamela M. Lloyd, Town Clerk