

Village of Monroe Board of Trustees Meeting – May 7, 2024

DUE PROCESS HEARING 5.7.2024 – 7:00PM
CODE VIOLATIONS AGAINST THE VILLAGE OF MONROE’S PROPERTY MAINTENANCE
LAW – 305 NORTH MAIN STREET – SBL #201-5-11

A Due Process Hearing was held on Tuesday, May 7, 2024 at 7:00PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. The hearing was held to review the violation issued by the Village of Monroe Building Department on the following property within the Village of Monroe: 305 North Main Street (TM# 201-5-11), as per Village Code Section 155A-6E – General Requirements. All land must be kept free of dead or dying trees and accumulations of brush, shrubs, weeds, grass, stumps, roots, excessive and/or noxious growths, garbage, refuse, or debris which would either tend to start a fire or increase the intensity of a fire already started or cause poisoning or irritation to people or animals or cause or tend to cause or enhance an unhealthy or dangerous or obnoxious condition on said property or any adjacent or neighboring property. The specific violation large amounts of garbage and debris alongside the Elm Street side of the property.

Present: Mayor Dwyer, Trustees Behringer, Ferraro, Karl, and O’Connor

Also present: Clerk Zahra

Absent: Attorney Terhune

On a motion by Trustee Ferraro, seconded by Trustee Karl, and carried, the hearing was opened at 7:00PM.

The reason for the “due process” hearing is that only the owner of the property that has been issued this violation is allowed to speak. No public comment is allowed. No one appeared to speak on behalf of the property owner.

With no further comments or questions, on a motion by Trustee Behringer, seconded by Trustee Karl and carried, the due process hearing was closed at 7:05PM.

VILLAGE OF MONROE
BOARD OF TRUSTEES MEETING
TUESDAY, MAY 7, 2024
(www.villageofmonroe.org)

The first of the bi-monthly meetings of the Board of Trustees was held on Tuesday, May 7, 2024 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor Neil Dwyer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

Present: Mayor Dwyer; Trustees Behringer, Ferraro, Karl, and O’Connor

Also present: Clerk Zahra

Absent: Attorney Terhune

MINUTE APPROVAL – APRIL 16, 2024 BOARD MEETING:

On a motion by Trustee Karl seconded by Trustee Ferraro, the Minutes of the April 16, 2024 Board Meeting were approved.

Ayes: Trustees Behringer, Ferraro, Karl and O’Connor

Nays: None

BUDGETARY TRANSFERS / MODIFICATIONS:

RESOLVED, the Board of Trustees authorizes the Treasurer to make the following fund transfers / modifications to balance the budget:

Budget Modifications					
From :	Description	To:	Description	Amount	Notes
A.2709	Employee Contributions	A.9060.8000	Health Insurance	\$ 100.88	Raise Rev/Exp accounts RE Debroah Proulx Health Insurance Contribution
A.3389	Other Public Safety	A.3120.123	Police OT	\$ 218.90	Raise Rev/Exp accounts RE Detective Payton OCDEF
A.3389	Other Public Safety	A.3120.4120	PD Uniforms	\$ 1,892.00	Raise Rev/Exp accounts RE Vest Reimbursements

On a motion by Trustee O’Connor, seconded by Trustee Behringer

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor
Nays: None

APPOINTMENT – SEASONAL LABORER – A. PRINCE:

RESOLVED, the Board of Trustees approves the appointment of Alan Prince to the seasonal position of Seasonal Laborer. Mr. Prince is being appointed for the purposes of running one of the Village's weed harvesters on Mombasha Reservoir or in Crane Park to assist in eradicating the weeds in these two locations. Pre-approval of his appointment has been received from Orange County Department of Civil Service and his appointment is effective June 1, 2024 at \$24.00/hour.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Ferraro, Karl, and O'Connor
Nays: None

APPOINTMENT – SEASONAL LABORER – J. BARAJAS-DOMINGUEZ:

RESOLVED, the Board of Trustees approves the appointment of Jose Barajas-Dominguez, 4 Center Hill Road, Monroe, New York 10950 to the position of Seasonal Laborer. Pre-approval of his appointment has been received from Orange County Department of Civil Service and his appointment is effective May 13, 2024 at \$20.00/hour.

On a motion by Trustee Karl, seconded by Trustee Behringer

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor
Nays: None

APPOINTMENT – SENIOR TYPIST / SENIOR LEVEL CLERICAL – L. DUNN:

RESOLVED, the Board of Trustees accepts the recommendation of Police Chief Guzman and appoints Lindsey Dunn, 42 North Main Street, Apt. A, Florida, NY 10921, to the position of full-time Senior Typist for the Police Department. Orange County Human Resources has confirmed Ms. Dunn is eligible for the position off Exam #633, Senior Level Clerical. The required background investigation has been completed. The effective date of hire is May 8, 2024 at a salary of \$44,000.00/yr. This position is a result of the upcoming retirement of Dianne Martini. Upon retirement of Ms. Martini (anticipated date mid to end of June 2024), the position title will change to Confidential Secretary to Chief of Police.

On a motion by Trustee Behringer, seconded by Trustee Ferraro

Ayes: Trustees Behringer, Ferraro, Karl, and O'Connor
Nays: None

AGREEMENT – CATALIS – WATER SOFTWARE MAINTENANCE AND SUPPORT:

This topic has been tabled.

UNPAID CHARGES LEVIED TO THE FY 2024/2025 TAX ROLL:

RESOLVED, per the requirement of Orange County Real Property Tax Service, the preparer of the June Village Tax Bills, the Board of Trustees authorizes the Village Clerk to forward the following amounts to be levied to fiscal year 2024/2025 June Village Tax:

Amount to be raised by taxes	\$7,610,780.00
Unpaid Water Charges (WR010)	\$466,889.82
Other Charges – Unpaid Fire Inspections (OC10)	\$600.00
Property Maintenance Charges (DM001)	\$18,019.98

The unpaid property maintenance charges (DM001) and unpaid fire inspections (OC10) listed pertain to the following properties:

TM #201-5-11	\$3,730.53 (DM001)
TM #203-2-5	\$175.00 (OC10)
TM #206-2-1.2	\$25.00 (OC10)
TM #206-4-3	\$25.00 (OC10)

TM #207-1-11	\$275.00 (OC10)
TM #207-2-1	\$669.02 (DM001)
TM #207-3-18	\$25.00 (OC10)
TM #207-3-21.22	\$72.98 (DM001)
TM #212-4-16	\$25.00 (OC10)
TM #208-1-12	\$143.94 (DM001)
TM #211-1-16	\$158.13 (DM001)
TM #212-2-2	\$11,116.31 (DM001)
TM #212-7-4	\$191.93 (DM001)
TM #212-7-10	\$194.62 (DM001)
TM #213-1-5	\$359.86 (DM001)
TM #217-3-13.1	\$50.00 (OC10)
TM #218-1-6.1	\$287.89 (DM001)
TM #218-4-7	\$437.91 (DM001)
TM #235-3-1	\$510.89 (DM001)
TM #235-4-9	\$145.97 (DM001)

On a motion by Trustee Karl, seconded by Trustee Ferraro

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor
Nays: None

AUDIT PREPARATION:

RESOLVED, the Board of Trustees approves an amount not to exceed \$10,000.00 for the purposes of assisting the Village of Monroe in the preparation of the FY 2022/2023 and FY 2023/2024 audits.

On a motion by Trustee O'Connor, seconded by Trustee Behringer

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor
Nays: None

AGREEMENTS - WEEKLY LAWN MAINTENANCE 2024:

RESOLVED, the Board of Trustees approves the following Contractors to be used by the Village of Monroe during the 2024 season to mow those properties that have not been maintained by their owners, whose grass has exceeded the approved height requirement within the Village Code and have been issued a violation from the Building Department. The Contractors using prevailing wage are:

Green Meadows Landscaping, Inc., 104 West Oakland Avenue, Oakland, NJ 07436
Monroe Landscaping LLC, PO Box 211, Harriman, NY 10926

BE IT FURTHER RESOLVED, the Board of Trustees approves the 2024 Lawn Maintenance Guidelines and Agreement including prevailing wage and hereby authorize each approved Contractor to sign and adhere to the terms and conditions laid out in said agreement.

On a motion by Trustee Karl, seconded by Trustee Ferraro

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor
Nays: None

EVENT APPLICATION – VILLAGE OF MONROE CHEESE FESTIVAL 2024:

RESOLVED, the Board of Trustees approves the Special Events Permit Application submitted by Mayor Dwyer to host the Village of Monroe Cheese Festival on Saturday, September 14, 2024 from 11 AM to 7 PM with a rain date of Saturday, September 21, 2024. The festival will consist of vendors and music. Set-up for the event will begin at 9AM. The festival will be held throughout the downtown of the Village resulting in street closures in and around Lake Street and Millpond Parkway. This event has been reviewed and approved by the Building Department, DPW, and Police Department. Marshall & Sterling Insurance, Monroe Fire District and Monroe Volunteer Ambulance Corp will be notified.

On a motion by Trustee Ferraro, seconded by Trustee Behringer

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor
Nays: None

DISCUSSION – CHAPTER 155A.10 - PROPERTY MAINTENANCE – PENALTIES FOR OFFENSES; JUSTICE COURT:

This topic has been tabled.

VILLAGE OF MONROE BOARD OF TRUSTEES RESOLUTION CONCERNING VIOLATION OF PROPERTY MAINTENANCE – 305 NORTH MAIN STREET SBL #201-5-11:

Property Location: 305 North Main Street / SBL #201-5-11 / Monroe, NY 10950

As per Village Code Article 1, Section 155A-6E, Failure to Control Trash and Rubbish, all land must be kept free of dead dying trees and accumulations of brush, shrubs, weeds, grass, stumps, roots, excessive and / or noxious growths, garbage, refuse or debris which would either tend to start a fire or increase the intensity of a fire already started or cause poisoning or irritation to people or animals or cause or tend to cause or enhance an unhealthy or dangerous or obnoxious condition on said property or on any adjacent or neighboring property. The specific violation is large amounts of garbage and debris alongside the Elm Street side of the property. There has been failure to remedy.

WHEREAS, long standing violations of the Village's Property Maintenance Law, Chapter 155A-6E of the Village of Monroe Code, have existed at 305 North Main Street, Village of Monroe, 10950, designated as Tax Map No. SBL 201-5-11; and

WHEREAS, the property owner has been given proper and lawful notice of said violation and have been directed to correct the violation; and

WHEREAS, the property owner was given due notice of a due-process hearing to be held by the Board of Trustees on May 7, 2024, at 7:00PM; and

WHEREAS, the owner did not appear; and

WHEREAS, the owner has not taken steps to correct the violation, and the violation still exists; and

WHEREAS, the Board of Trustees is authorized pursuant to Section 155-A8 of the Property Maintenance Law to authorize that the Village undertake to remedy such violation at the property owner's cost and expense.

BE IT FURTHER RESOLVED, that the Village Clerk mail a certified copy of this resolution be mailed to the property owner via certified mail.

BE IT FURTHER RESOLVED, any violation that remains uncorrected on the property as of today, May 7, 2024, the Board of Trustees hereby authorizes the Village, its contractors or agents to enter upon the property to correct the aforesaid violation and that all costs incurred by the Village, including administrative, legal and corrective costs, be charged to the property owner and such charge shall be added to the tax bill of the property owner if not paid within thirty (30) days of notification to the last known address of the property owner as shown on the Village tax records.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor

Nays: None

LEASE BUYOUT – BUILDING DEPARTMENT – 2021 JEEP COMPASS:

RESOLVED, the Board of Trustees authorizes Mayor Dwyer to purchase the leased 2021 Jeep Compass for the Building Department, VIN #3C4NJDBBXMT551294 in the buyout amount of \$15,828.50. The cost of this vehicle will be allocated from budget line A.3620.300, Building Inspector Motor Vehicle.

On a motion by Trustee O'Connor, seconded by Trustee Karl

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor

Nays: None

ALTERNATE SLUDGE LAGOON RECONSTRUCTION PROJECT:

A-Tech is currently working on the sludge lagoon reconstruction project awarded, base bid only, in September, 2023. There is an opportunity to have the second lagoon reconstructed once the original

lagoon project is complete. The cost to do the alternate lagoon is \$229,000.00 from the original bid. Mayor Dwyer had a conversation with A-Tech to negotiate the cost of doing the alternate lagoon. As a result of that conversation, A-Tech has agreed to do the right side of the lagoon for \$200,000.00.

RESOLVED, the Board of Trustees accepts the recommendation to reconstruct the alternate lagoon, with the work to be completed by A-Tech in the amount of \$200,000.00 to be allocated from budget line F8330.4500, Purification Contractual.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Ferraro, Karl and O'Connor

Nays: None

MAYOR & TRUSTEE'S REPORT:

Mayor Dwyer will be at the radio station WTbQ tomorrow. Listen in! He will be discussing the South Pond Dredging, bid date is May 31st with a start date of the Fall after all the summer fun events are done. Don't forget to participate in the Memorial Day Parade as a marcher or spectator. Freedom is not free.

Trustee Behringer reminds everyone to dispose of your garbage properly. Package your recycling neatly and help keep our Village clean looking.

Trustee Karl announced the Calvin Terrace Waterline Project is complete and all transite water main is now replaced in the Village.

Trustee Karl questioned the concrete pads around the downtown, are they for the parking kiosks? Mayor Dwyer said yes and he is hoping to have the kiosks installed by Memorial Day.

Trustee Karl asked if the individual eruv wires would be coming down in the Village. Mayor Dwyer said it has been cleared by the utility company, so some individual eruv wires in areas of the Village will be removed and an eruv wire will encompass those areas. Mayor Dwyer is appreciative of the work done by Orange & Rockland Utilities and the community installing the eruv wires to make this happen.

Trustee Karl would like to see a Comprehensive Plan meeting to review some open-end items.

Trustee Karl spoke of the dumpsters and garbage bags being placed on Village owned property behind Village Hall. He feels the property owners on Lake Street are taking advantage of the Village. Mayor Dwyer has gone through the garbage bags with Aldo, from the DPW, and now knows who is dumping the bags. Mayor Dwyer thanked Aldo for his assistance. Mayor Dwyer has requested a meeting with the property owners /managers of 2 to 20 Lake Street to discuss the issues at hand with the garbage. Mayor Dwyer has discussed with the Village Engineer about creating a garbage district with at least three (3) contained areas.

Trustee Karl inquired about the status of the streetlight upgrades. Mayor Dwyer said the streetlight upgrade is moving along.

Trustee Karl was at the Town of Monroe Board meeting and informed the Board that the Town of Monroe has increased their donation to the firework display by \$500.00, making the donation \$8,000.00. The Village truly appreciates this.

Trustee Karl spoke at the Town of Monroe Board meeting and brought to their attention the bulk pick-up items that were not picked up this past week. He questioned what signifies two and three family homes for garbage pick-up. He also inquired about the tonnage and scope of service in the garbage contract. The Town says they are still looking into the tonnage.

Trustee Karl commented on the Windgate Court complaint, the property owner is satisfied and the area looks good.

ATTORNEY'S REPORT:

Absent from meeting.

PUBLIC COMMENT:

PRESENT 0

TIME: 7:36PM

No public comment.

EXECUTIVE SESSION:

On a motion by Trustee Karl, seconded by Trustee O'Connor, and carried, following a 5-minute recess, the Board convened in Executive Session at 7:37PM for discussion of Personnel.

OPEN SESSION:

On a motion by Trustee Behringer, seconded by Trustee Karl, and carried, the Open Meeting resumed at 8:40PM.

ADJOURNMENT:

On a motion by Trustee Behringer, seconded by Trustee Karl and carried, no further business, the meeting was adjourned at 8:40PM.

Respectfully Submitted,

**Kimberly Zahra
Village Clerk**