

Village of Monroe Board of Trustees Meeting June 17, 2025

**PUBLIC HEARING 6.17.25 – 7:00 PM
OC COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDING
APPLICATION 2026 (CDBG)**

A Public Hearing was held on Tuesday, June 17, 2025 in the boardroom of the Village Hall, 7 Stage Road, Monroe, NY at 7:00 PM for public comment and suggestions regarding projects to be considered for funding under the Orange County Community Development Program.

Present: Mayor Dwyer, Trustees Behringer, Ferraro, Karl, and O'Connor
Also present: Attorney Terhune and Clerk Zahra

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

There were 0 people from the public present for the public hearing. There was no written correspondence received. The public hearing was left open for 10 minutes.

With no further comments or questions, on a motion by Trustee Behringer, seconded by Trustee Ferraro and carried, the public hearing was closed at 7:10 PM.

**VILLAGE OF MONROE
BOARD OF TRUSTEES MEETING
TUESDAY, JUNE 17, 2025
(www.villageofmonroe.org)**

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, June 17, 2025 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: Attorney Terhune and Clerk Zahra

MINUTE APPROVAL: JUNE 3, 2025 BOARD MEETING:

On a motion by Trustee Karl, seconded by Trustee O'Connor, the Minutes of the June 3, 2025 Board Meeting were approved.

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

RESIGNATION – ZBA SECRETARY – C. CALLANAN:

RESOLVED, the Board of Trustees accepts the resignation of Cristine Callanan, ZBA Secretary effective June 7, 2025. The Board of Trustees wishes Cristine well in her future endeavors.

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

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

APPOINTMENT – P/T SECRETARY TO ZONING BOARD OF APPEALS (ZBA) – A. FELIZ:

RESOLVED, the Board of Trustees appoints Alisa Feliz, to the position of Part Time Secretary to the Zoning Board of Appeals (ZBA) effective June 18, 2025 at a salary of \$500.00/month.

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

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

Nays: None

**REQUEST FOR WET INSPECTION AND LEAK REPAIR – WATER STORAGE TANK
– STATEWIDE AQUASTORE INC - WATER DEPT:**

RESOLVED, the Board of Trustees approves the request of the Water Department and authorize Statewide Aquastore, Inc., to perform a comprehensive inspection of both the interior and exterior of the water storage tank. The cost of this comprehensive tank inspection is \$2,500.00 to be allocated from budget line F.8340.4500, Distribution Contractual. Complimentary leak repair has been added in if the wet inspection and leak repair are performed during a single visit.

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

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

Nays: None

**INSPECTION FOR WATER PLANT TANK & RESERVOIR – ATLANTIC
UNDERWATER SERVICES INC - WATER DEPT:**

REOLVED, the Board of Trustees approves the request of the Water Department and engages Atlantic Underwater Services Inc. for Divers Operation, divers to inspect the Village intake screen at the Reservoir. We will provide a boat for this service. There will also be an ROV Inspection of the Village water plant tank. The total cost for this service is \$8,600.00, to be allocated from budget line F.8320.4500, Source Contractual.

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

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

Nays: None

**WATER DEPARTMENT – INVENTORY SURPLUS / WATER METERS – REQUEST
TO DISPOSE/ SCRAPPED:**

RESOLVED, the Board of Trustees declares the following Water Department non-working water meters surplus and of no value and authorize its removal from inventory to be scrapped.

| | | | |
|--------------------|-------------------|--------------------|-------------------|
| Meter # 1481721314 | Serial # 87544694 | Meter # 1830420967 | Serial # 87830290 |
| Meter # 1481744752 | Serial # 17175309 | Meter # 1480158418 | Serial # 85683461 |
| Meter # 1481525216 | Serial # 43376889 | Meter # 1830320120 | Serial # 87544484 |
| Meter # 1830659822 | Serial # 88807872 | Meter # 1480001954 | Serial # 85633596 |
| Meter # 1461261732 | Serial # 79760516 | Meter # 1440102024 | Serial # 33674892 |
| Meter # 1482035500 | Serial # 45851632 | Meter # 1831467115 | Serial # 90110925 |
| Meter # 1480174096 | Serial # 85633512 | Meter # 1840195472 | Serial # 43376851 |
| Meter # 1462226692 | Serial # 82156056 | Meter # 1420293548 | Serial # 31886191 |
| Meter #1481522548 | Serial # 21218344 | Meter # 1480157758 | Serial # 85633282 |

On a motion by Trustee Karl, seconded by Trustee Ferraro

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

Nays: None

HUDSON VALLEY WATER WORKS CONFERENCE – WATER DEPARTMENT – W.

OSTROWSKI & M. PASCULLO:

RESOLVED, the Board of Trustees approves the attendance of William Ostrowski and Matt Pascullo to the Hudson Valley Water Works Conference held on Thursday, August 14, 2025 from 8:00AM to 2:00PM at the Town of Wallkill Golf Club, Middletown, New York. The cost will be \$75.00 each (\$150.00) to be allocated from budget line F.8330.4720, Purification Education. Water certificates and 4.0 Department of Health contact hours are awarded upon completion.

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

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

Nays: None

PREVENTATIVE MAINTENANCE SERVICE ON ROTORK ACTUATORS AT THE FILTER TREATMENT PLANT – WATER DEPARTMENT:

RESOLVED, the Board of Trustees approves the request of the Water Department and authorizes Rotork to provide a one-time preventative maintenance servicing of all Rotork actuators at the Filter Treatment Plant in the amount of \$17,351.56, to be allocated from budget line F.8330.4530, Equipment Maintenance. This service includes an Intelligent Asset Management (iAM) service at no additional charge, extracting performance and condition data from each actuator to establish an overall health score. This health score will assist the Village on evaluating the condition of each actuator more efficiently, allowing for a better design for future contracts.

On a motion by Trustee Karl, seconded by Trustee Behringer

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

Nays: None

AUTHORIZATION – SUBMISSION OF ORANGE COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUNDING APPLICATION 2026 (CDBG):

RESOLVED, the Board of Trustees authorizes Mayor Dwyer to submit an application for consideration under the FY-2026 Orange CDBG Urban County Consortium Community Development Program for the Stage Road Water Line Replacement. Input from citizens and groups has been received and considered and an application has been prepared which addresses their community concerns. They further certify that they have read and understood the Orange CDBG Urban County Consortium Community Development Guidelines for the FY-2026 program year and have met all of its applicable requirements and that the information contained in the Application is accurate and true to the best of their knowledge. If awarded CBDG funds, the Village of Monroe shall implement the activities in a manner to ensure compliance with all applicable federal, state, and local laws and regulations.

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

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

Nays: None

ECOLOGICAL SOLUTIONS, LLC - WETLAND DELINEATION - MAPES BROOK:

RESOLVED, the Board of Trustees authorizes Mayor Dwyer to sign the proposal with Ecological Solutions, LLC to perform a wetland delineation and preliminary permitting evaluation for the Mapes Brook in the amount of \$3,500.00, allocated from budget line A.7110.4500, Parks Contractual.

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

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

Nays: None

EVENT APPLICATION – BOURBON STREET BAR & GRILL – INDEPENDENCE DAY CELEBRATION:

RESOLVED, the Board of Trustees approves the event application for the Independence Day Celebration at Bourbon Street Bar & Grill extending their business outside from 11AM to 11PM on Thursday, July 3rd (rain date 7/5/25) during the Village of Monroe firework display. The application has been reviewed by the Building Department, DPW, and Police Department. Emergency services will be notified of the event.

On a motion by Trustee Karl, seconded by Trustee Behringer

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

Nays: None

SEQRA RESOLUTION – NEGATIVE DECLARATION - ACQUISITION OF REAL PROPERTY - FRANZ KLOIBER'S LAKE SBL 225-2-2:

WHEREAS, the property known as Franz Kloiber's Lake {the "Lake")} feeds into Mombasha Lake, the Village's water source; and

WHEREAS, Douglas R Stage as Trustee of the Eleanor Sugrue-Spencer 2023 Trust was willing to give the Village of Monroe the opportunity to purchase the Lake; and

WHEREAS, the Village is interested in protecting the quality of its drinking water source, Mombasha Lake, in all possible ways; and

WHEREAS, the intent of the purchase of the Lake is to protect the Village's water source and, therefore, no changes to the Lake or its use are contemplated except those that further protect the quality of the Lake; and

WHEREAS, the acquisition of the Lake will not result in any construction or change to the site; and

WHEREAS, the Village Board caused a Short Environmental Assessment Form ("SEAF") to be prepared by the Village Engineer and thoroughly reviewed said SEAF; and

WHEREAS, after due consideration of the potential environmental impacts identified in the SEAF, the Board of Trustees determined that the acquisition of the Lake will not result in any adverse impacts.

NOW, THEREFORE, BE IT RESOLVED that based upon the foregoing, the Board of Trustee of the Village of Monroe determines that this acquisition of Franz Kloiber's Lake will not have a significant adverse effect upon the environment and an environmental impact statement will not be required; and

AND, BE IT FURTER RESOLVED that this Negative Declarations is issued pursuant to 6 NYCRR Part 617 of the implementing regulations pertaining to Article 8 (State Environment Quality Review Act) of the Environmental Conservation Law.

| | |
|------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| Title of Action: | Acquisition of Franz Kloiber’s Lake |
| SEQRA Status: | Unlisted |
| Negative Declaration: | Yes |
| Conditioned Negative Declaration: | No |
| Description of Action: | SEQRA Resolution adopting a Negative Declaration for the acquisition to purchase a lake that feeds into the Village’s drinking water source. |
| Location: | Town of Monroe |

On a motion by Trustee Karl, seconded by Trustee Ferraro

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

RESOLUTION TO ACQUIRE REAL PROPERTY – FRANZ KLOIBER’S LAKE – WEST MOMBASHA, TM #225-2-2:

WHEREAS, the Village Board of Trustees is authorized under Village Law §1-102 to acquire real property on behalf of the Village of Monroe residents; and

WHEREAS, Douglas R Stage as Trustee of the Eleanor Sugrue-Spencer 2023 Trust dated July 27, 2023, with the address of 444 Bramertown Road, Tuxedo Park, New York 10987, let it be known that the late owner of property known as Franz Kloiber’s Lake, desired that the Village of Monroe be given the opportunity to purchase the Lake; and

WHEREAS, said property has approximately 13.2 acres consisting of Franz Kloiber’s Lake (the “Lake”), which Lake flows into Mombasha Lake, which is the Village’s water source; and

WHEREAS, the Village Board of Trustees caused the Property to be surveyed and inspected; and

WHEREAS, the Village is purchasing the Lake to further the protection of its water source; and

WHEREAS, as the only agency with the authority to purchase land for use by the Village of Monroe, the Village Board of Trustees is lead agency under the State Environmental Quality Review Act (“SEQRA”); and

WHEREAS, the Board complied with SEQRA by causing its consulting engineer to prepare a Short Environmental Assessment Form (SEAF), reviewing said SEAF and finding no significant environmental impacts from the purchase of the Lake and issuing a Negative

Declaration on June 17, 2025.

NOW THEREFORE BE IT RESOLVED, that having reviewed the Environmental Assessment Form, the proposed acquisition will not result in any adverse environmental impacts as the acquisition of the Lake will not result in any change to the use or the Lake itself. Rather, the Lake will remain unchanged and will serve as further protection of the Village's water source.

BE IT FURTHER RESOLVED, that the Village Board of Trustees finds that the acquisition of the Lake is in the best interest of the Village of Monroe and hereby authorizes the Mayor to negotiate and execute a contract of sale between Douglas R Stage as Trustee of the Eleanor Sugrue-Spencer 2023 Trust dated July 27, 2023, for the purchase of Franz Kloiber's Lake in the amount of \$10,000.00.

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:

Trustee Behringer congratulated all of the Monroe-Woodbury graduates and all of the kids moving up. She also said, please be aware of the speed limits in the Village and the Town, as she notices speeders.

Trustee Ferraro is excited to say that personally engraved picket fence posts are available for purchase for Airplane Park at www.villageofmonroe.org, \$50.00 each.

Trustee Karl reminded the community about the Independence Day Festival and firework display on July 3rd, rain date July 5th. We have lots of great food vendors and live music by Bill's Toupee at 7PM. The festival will begin at 5PM. There is still time to become a vendor, please contact the Village Clerk. Mayor Dwyer will be at a vendor tent with CJ Milligan, a 4th grade student. They will be selling lemonade for St. Jude's. Stop by for a glass of lemonade!

ATTORNEY'S REPORT:

Nothing to report.

PUBLIC COMMENT: # PRESENT 1 TIME: 7:30PM

Abraham Cohn, Spring Street, commented on the traffic by his home, especially on a Friday. He would like to see a turning lane or turn signal added by Smith Clove Park headed toward North Main Street.

EXECUTIVE SESSION:

On a motion by Trustee Behringer, seconded by Trustee Ferraro, and carried, following a 5-minute recess, the Board convened in Executive Session at 7:35 PM for discussion of Attorney Client / Litigation.

OPEN SESSION:

On a motion by Trustee Karl, seconded by Trustee Behringer and carried, the Open

Meeting resumed at 9:08 PM.

AUTHORIZATION – APPOINTMENT OF SPECIAL COUNSEL – JUSTICE COURT:

WHEREAS, the decision of a sitting Village of Monroe Justice was challenged and said lawsuit also named the Justice Court and the Village of Monroe as Respondents, as well as the “People,” which in this case was the Building Department that brought the code violations before the court; and

WHEREAS, the Justice Court provides a necessary and valuable service to the Village and its presiding Justices and Clerks are employees of the Village.

NOW THEREFORE BE IT RESOLVED, that the Village of Monroe hereby authorizes the Village Attorney and/or Special Counsel to represent the Court and Justices in any litigation against them at a rate set forth in the respective retainers.

On a motion by Trustee Ferraro, seconded by Trustee Behringer

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

Nays: None

ADJOURNMENT:

On a motion by Trustee Karl, seconded by Trustee Behringer and carried, no further business, the meeting was adjourned at 9:10 PM.

MONTHLY REPORTS:

On a motion by Trustee Ferraro, seconded by Trustee Karl, with all in favor, the department monthly reports were accepted and filed.

Respectfully submitted,

Kimberly Zahra
Village Clerk

**MAY 2025 VILLAGE CLERK’S REPORT SUBMITTED BY KIMBERLY ZAHRA,
VILLAGE CLERK:**

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the May 6th and May 20th Board of Trustee meeting.
2. Permits issued: Handicap Parking: 13 Garage Sale: 4 Solicitor/Peddling: 1
Road Opening: 0 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0
3. Processed 0 Event Applications.
4. Public Hearings Held: 0 Due Process Hearing: 0
5. Bi-Weekly payroll worksheets completed and submitted.
6. Bi-Weekly payroll worksheets for Highway and Water Departments completed and submitted.
7. Collected May water rents.
8. Required paperwork filed with O.C. Department of Human Resources.
9. Processed FOIL requests.
10. Provided Notary Services.
11. Oversee updates and maintenance, of Village Website and Constant Contact.
12. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
13. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
14. Scan and email pertinent information to Board and Attorney.
15. Scan documents into DOCUWARE.

16. Maintain calendar for Mayor Dwyer.
17. Closed out mailing machine for month 04/30/25.
18. Airplane Park rebuild planning.
19. Edmunds virtual meeting for updates for Water Software.
20. Prepared concert contracts and vouchers for Summer Concert Series.
21. Prepared and mailed Village Tax Bills FY2025/2026.
22. Bid Opening – May 8, 2025 – Orange Turnpike Pine Tree Road, Still Road, and Stage Road Traffic Signal Installation.

MAY 2025 JUSTICE COURT REPORT:

Total Fines: \$37,097.00 Total Surcharges: \$9,719.00 Total Parking: \$4,795.00

Total Civil Fees: \$3,077.00 Bail Poundage Collected: \$00.00

Total Bail Forfeited: \$00.00

Total for May: \$54,688.00

Vehicle & Traffic Tickets: 358 Disposed: 448

Criminal Cases: 41 Disposed: 33 Civil Cases: 0 Disposed: 3

Paid Parking Tickets: 100 Dismissed Traffic Tickets: 43

MAY 2025 POLICE DEPARTMENT REPORT SUBMITTED BY DARWIN GUZMAN, CHIEF:

CALLS FOR SERVICE

TOTAL CALLS – 1,224

ARRESTS – 40

TRAFFIC REPORT

TRAFFIC TICKETS - 266

PARKING TICKETS – 167

GAS – \$2,720.39 / 1,131.44 GALLONS

MVA’S - 28

TRAINING

Sgt. Berke – K9 Training

PO Mahoney – commercial Vehicle Enforcement Awareness

All Officers / SROs – Range

PO Lindell – child Passenger Safety Technician School

Po Parada – Child Passenger Safety Technician School

MAY 2025 FILTRATION PLANT REPORT SUBMITTED BY WILL OSTROWSKI, WATER TREATMENT PLANT OPERATOR:

| | | |
|-----------------------------------|-------------------|-----------------------------------|
| Production: Lake Mombasha: | 32,686,197 | 29,900,250 Gallons LY 2024 |
| Well #4: | 4,541,055 | 5,219,909 Gallons LY 2024 |

Consumption: 37,227,252 Gallons / 35,120,159 Gallons LY 2024

Water Samples / Testing: Passed

Rainfall: 10.15”

Reservoir: FULL

Miscellaneous:

3 Reservoir Inspections

Final Water Reads

Mark Outs

38 Water Meters Changed

All New Windows Installed at Water Filtration Plant

Airplane Park Rebuild

The Three Front Doors Fixed at Water Filtration Plant
Water Leak Repair on 66 Prospect Street
Installed New Air compressor at Briarcliff Pump Station
Site Visit with Rotork for the Actuators at Water Filtration Plant

MAY 2025 DPW SUBMITTED BY ALDO CHIAPPETTA, WORKING LEADER:

- Repaired basins along Village roads
- Maintain Village equipment
- Check and clean basins
- Picked garbage throughout Crane Park
- Maintain Lake View property
- Street sweeping throughout Village
- Work on MS4 report
- Maintain all Village owned property
- Change out garbage cans around park area
- Blacktop repairs
- Wee Doo Mill Ponds
- Assisted with parade
- Working on Airplane Park project
- Planted flowers and mulched along park area

MAY 2025 BUILDING / CODE ENFORCEMENT DEPARTMENT SUBMITTED BY RONALD SVRCHEK, CODE ENFORCEMENT OFFICER:

| | |
|----------------------------------------|------------------|
| Building Permits Issued: | 33 |
| Title Searches Completed: | 8 |
| Building Permit Inspections performed: | 48 |
| C.O’s Issued: | 15 |
| Complaint Inspection | 65 |
| Violations Found | 61 |
| Rental Inspection | 17 |
| Fire Inspection | 8 |
| Open, active building permits | 641 |
| FOIL Requests | 2 |
| Building Permit Fees: | \$12,046.20 |
| Title Search Fees | \$ 1,200.00 |
| Fire Inspections | \$ 100.00 |
| Rental Permit | <u>\$ 400.00</u> |
| Total Fees Collected (Building Dept.) | \$13,746.20 |
| Monthly Assessor’s report filed | |
| Bi Monthly mailing for expired permits | |

MAY 2025 TREASURER’S REPORT SUBMITTED BY ANTHONY FELIZ:

| |
|-----------------------------------------------------|
| Treasurer's Report Village of Monroe May 2025 |
|-----------------------------------------------------|

| | | |
|------------------------|----|-----------|
| Franchises | | 25,531 |
| Planning Board Fees | | 13,580 |
| Building Permits | | \$13,056 |
| Fines & Forfeited Bail | | 36,097 |
| Sale of Equipment | \$ | 5,269 |
| Metered Water Sales | | \$286,704 |

SIGNIFICANT ACTIVITY (EXPENDITURES)

| | | |
|------------------------------------|----|---------------|
| Law Contractual Other | | 11,509 |
| Unallocated Insurance | | 14,020 |
| PD Other Equipment | | \$6,543 |
| PD Uniform Allowance | | \$6,637 |
| PD Insurance | | \$18,056 |
| PD Contractual | | \$5,866 |
| Street Maint. Other Equipment | | \$8,322 |
| Street Maint. Gas Car & Truck | | \$6,312 |
| Street Maint. Insurance | | 11,263 |
| Street Maint. Building Maint. | \$ | 26,857 |
| Street Lighting Street | \$ | 17,562 |
| Parks Crane Park Improvement | \$ | 95,815 |
| Parks Equipment | \$ | 18,313 |
| Parks Contractual | \$ | 21,146 |
| Planning Engineer Contractual | \$ | 8,132 |
| Street Cleaning Equipment Maint | \$ | 6,009 |
| Admin Legal | \$ | 6,179 |
| Admin Contractual | \$ | 18,638 |
| Purification Auto Equipment | \$ | 12,082 |
| Purification Chemicals | \$ | 10,096 |
| Purification Building Maint | \$ | 16,215 |
| Distribution Electricity | \$ | 5,410 |
| Distribution Insurance | \$ | 14,108 |
| Health Insurance - General Fund | | 179,028 |
| - Water Fund | | 13,883 |
| | | <hr/> 192,911 |
| Workers Comp. - General Fund | | 37,044 |
| - Water Fund | | 7,936 |
| | | <hr/> 44,980 |
| Liability Insurance - General Fund | | 41,426 |
| - Water Fund | | 11,643 |
| | | <hr/> 53,068 |

STATUS OF FY2024 CONTINGENCY ACCOUNTS

| | | |
|--------------------------------------|-----------|---------|
| General Fund Appropriation -budgeted | \$200,000 | 200,000 |
| Water Fund Appropriation -budgeted | \$51,500 | 51,500 |

CURRENT BALANCE

COMMENTS:

We have completed 12 months of the fiscal year and expenses should be at 100%. For the total Fiscal Year 2025 the Village has Revenues of \$16,800,279.24 and Expenditures of \$16,410,354.77 inclusive of any budget adjustments made by the board.

Respectfully submitted,
 Anthony Feliz
 Treasurer