

Village of Monroe Board of Trustees Meeting November 18, 2025

**DUE PROCESS HEARING 11.18.2025 – 7:00PM
CODE VIOLATIONS AGAINST THE VILLAGE OF MONROE’S PROPERTY
MAINTENANCE LAW – 111 HIGH STREET – SBL #206-3-11**

A Due Process Hearing was held on Monday, November 18, 2025 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 Code Enforcement Officer, Ron Svrcek on the following property within the Village of Monroe: 111 High Street (TM# 206-3-11), as per Village Code Section 155A-6F – General Requirements. No motor vehicle of any kind as defined herein may be parked or stored on any front, rear or side yard of the property located in a residential zoning district except as permitted in Section 200-44 of the zoning code. The specific violation is a motor vehicle parked on the front lawn.

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 Ferraro, 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.

The owner of the property, Colleen Annunziata, has appeared to speak. She does not deny that the car was parked on the lawn. However, in this particular instance on October 12th, the day of her daughter’s wedding, it was only for eight minutes, as she has proof from her Ring camera.

Her 80-year-old mother-in-law, who has a handicap parking permit, parks on the front lawn in order to access the house because parking further up the long driveway is difficult for her.

Ms. Annunziata noted that these violations are issued only on Sundays. She questioned why her village tax dollars are being used to pay employee overtime on weekends. Mayor Dwyer explained that the village uses part-time employees who work weekends in code enforcement.

Ms. Annunziata has owned the property since 2008 and takes pride in maintaining it. Given the more serious issues occurring within the community, she is having difficulty understanding why she is receiving this violation.

With no further comments or questions, on a motion by Trustee Ferraro, seconded by Trustee Karl and carried, the due process hearing was closed at 7:16PM.

**VILLAGE OF MONROE
BOARD OF TRUSTEES MEETING
TUESDAY, NOVEMBER 18, 2025
(www.villageofmonroe.org)**

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, October 21, 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: NOVEMBER 3, 2025 BOARD MEETING:

On a motion by Trustee Behringer, seconded by Trustee Karl, the Minutes of the November 3, 2025 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:

From: A.3389, Other Public Safety
To: A.3120.1350, PD Grant Overtime
Amount: \$2,300.22, Raise Revenue and Expense Accounts Re: PTS Overtime

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

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

POLICE PROMOTION – BRYAN BEACH – POLICE SERGEANT:

RESOLVED, the Board of Trustees approves the appointment of Police Officer Bryan Beach to the position of Police Sergeant with an effective date of November 19, 2025 at the salary of \$125,880.00. All requirements have been fulfilled in accordance with the Orange County Department of Human Resources Certification of Eligibles for Exam #7000987, Police Sergeant.

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

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

APPOINTMENT – MARGARET O’CONNOR - P/T ACCOUNT CLERK TYPIST – BUILDING / CODE ENFORCEMENT:

RESOLVED, the Board of Trustees accepts the recommendation of Mayor Dwyer and appoints Margaret O’Connor, Monroe, New York, to the position of P/T Account Clerk Typist effective November 24, 2025 at an hourly rate of \$25.00/hour from budget line A.3620.1700, Bldg Inspector Clerical.

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

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

VILLAGE OF MONROE BOARD OF TRUSTEES RESOLUTION CONCERNING VIOLATION OF PROPERTY MAINTENANCE – 111 HIGH STREET SBL #206-3-11:

Tabled until the December 2, 2025 meeting.

WATER DEPARTMENT – INVENTORY SURPLUS / WATER METERS – REQUEST TO DISPOSE/ SCRAP:

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 # 1481522674	Serial # 85633293	Meter #1000719975	Serial # 45851660
Meter # 1000720622	Serial # 45851646	Meter # 1000720781	Serial # 75648951
Meter # 1000721751	Serial # 73468406	Meter # 1400098802	Serial # 45851673
Meter # 1400205174	Serial # 45851651	Meter # 1400212044	Serial # 25613379

Meter # 1461261514 Serial # 31619289
Meter # 1420249154 Serial # 27839623
Meter # 1400205226 Serial # 45851708
Meter # 1400213018 Serial # 45851699
Meter # 1400213068 Serial # 75533616
Meter # 1420248740 Serial # 45851680
Meter # 1480158020 Serial # 85633330
Meter # 1000720624 Serial # 45851650
Meter # 1420280578 Serial # 45851653
Meter # 1400213028 Serial # 25613393
Meter # 1400205114 Serial # 25646381
Meter # 1420285862 Serial # 75533614
Meter # 1420249226 Serial # 27839632
Meter # 1420295032 Serial # 75648946
Meter # 1420280558 Serial # 45651644
Meter # 1420249352 Serial # 45851681
Meter # 1420285506 Serial # 45851665
Meter # 1440072484 Serial # 43376874
Meter # 1420293538 Serial # NA
Meter # 1480159116 Serial # 10340147
Meter # 1481538496 Serial # 85633573
Meter # 1440650172 Serial # 45851510
Meter # 1420280582 Serial # 27543815
Meter # 1481538114 Serial # 85633292

Meter # 1000721752 Serial # 45851643
Meter # 1400212136 Serial # 75533617
Meter # 1400212306 Serial # 28293690
Meter # 1400212090 Serial # 73488421
Meter # 1400213104 Serial # 37735680
Meter # 1420249206 Serial # 45851704
Meter # 1420249260 Serial # 45851606
Meter # 1481526794 Serial # 85633611
Meter # 1420280670 Serial # 45051642
Meter # 1460317122 Serial # 73488439
Meter # 1420272234Serial # 75533628
Meter # 1420293934 Serial # 45851683
Meter # 1000721203 Serial # 45851658
Meter # 1420293682 Serial # 45851666
Meter # 1420260376 Serial # 29053719
Meter # 1420280674 Serial # 27543820
Meter # 1400055368 Serial # 73488444
Meter # 1850298956 Serial # 89429999
Meter # 1440102022 Serial # 39451559
Meter # 1480195120 Serial # 85633630
Meter # 1481465750 Serial # 85633629
Meter # 1460109588 Serial # 29970109
Meter # 1852708149 Serial # 67713005
Meter # 1831072142 Serial # 89374505

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

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

Nays: None

AGREEMENT – O.C. TOWN & VILLAGES DRUG AND ALCOHOL TESTING 2026 – PARTNERS IN SAFETY:

RESOLVED, the Board of Trustees approves the Drug & Alcohol renewal agreement for 2026, Town and Villages of Orange County whereby Partner's in Safety under the terms and conditions of the agreement shall provide to the Village of Monroe with drug testing that meets the compliance of the of the US Department of Transportation, requiring alcohol and drug testing of safety sensitive employees. Complete DOT random testing program is \$58/test. Pre-employment, post-accident, reasonable cause or follow-up testing performed during business hours at the rates quoted in the agreement. It is further:

RESOLVED, the Board of Trustees authorize Mayor Dwyer to sign the agreement with Partner's in Safety.

On a motion by Trustee Behringer, seconded by Trustee Karl

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

Nays: None

**PROPOSAL – ENGINEERING SERVICES FOR SMITH'S CLOVE PARK
EMBANKMENT RESTORATION:**

RESOLVED, the Board of Trustees approves the proposal for as-needed professional environmental and engineering services related to the removal of imported fill material and associated site restoration work at Smith's Clove Park from Barton & Loguidice Environmental Engineering & Geology, P.L.L.C., in an amount not to exceed \$10,000.00, allocated from budget line A.1440.4520, Engineer Study Contractual according to 2025 billing rates on file in the Clerk's office.

On a motion by Trustee Ferraro, seconded by Trustee Karl

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

Nays: None

ORANGE COUNTY STOP DWI / TRAFFIC SAFETY PROGRAMS:

RESOLVED, the Board of Trustees approves an agreement with the County of Orange that authorizes the Village of Monroe Police Department to participate in the STOP DWI Traffic Safety Program for an enforcement period of November 26, 2025 through September 30, 2026, which includes Thanksgiving, Holiday Season, Super Bowl, St. Patrick's Day, 4/20 Drug Day, Memorial Day Holiday Weekend, July 4th, and Labor Day in an amount not to exceed \$2,000.00.

On a motion by Trustee Behringer, seconded by Trustee Ferraro

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

Nays: None

**DPW PURCHASE – AVANT - PRESSURE WASHER ATTACHMENT – ADVANTAGE
EQUIPMENT RENTAL:**

RESOLVED, the Board of Trustees approves the purchase of a pressure washer attachment for the Avant from Advantage Equipment Rental, Longmont, Colorado, at a cost of \$7,000.00, plus a shipping charge of \$541.00 from Freight Center, for a total expenditure of \$7,541.00, to be allocated from budget line A.7110.2010, Parks Crane Park Improvements.

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

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

Nays: None

**PAYMENT AUTHORIZATION #3 – VAN KEUREN BOOSTER PUMP STATION
PROJECT – GENERAL CONSTRUCTION:**

RESOLVED, the Board of Trustees accepts the recommendation of Village Engineer, David Higgins P.E., and approves Payment No. 3 submitted by TAM Enterprises, Inc., for the Van Keuren Booster Pump Station project, general construction, in the amount of \$76,193.66, to be allocated from budget line F.8340.4500, Distribution Contractual. All documentation has been reviewed and found complete. Mayor Dwyer is hereby authorized to sign the voucher for payment.

On a motion by Trustee Karl, seconded by Trustee Behringer

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

Nays: None


MAYOR & TRUSTEE’S REPORT:


Trustee Behringer talked about the upcoming Village of Monroe Winter Fest.

 **Village of Monroe Winter Fest**
Sunday, November 30, 2025 – 3:00 PM to 6:00 PM

Join us in the heart of the village as we welcome the winter season with music, food, activities, and holiday cheer. Winter Fest is one of Monroe’s favorite traditions, and we look forward to celebrating with you.

Mayor Dwyer shared several events as we enter into this holiday season.

 **Smith’s Clove Park Turkey Trot**
Sunday, November 23rd at 9:00 AM
Kick off Thanksgiving week with friends, family, and neighbors at our annual Turkey Trot. Whether you run, walk, or cheer from the sidelines, it’s a great way to start the holiday with health, happiness, and community.

 **Monroe Historical Society Holiday Open House**
Saturday, December 13th – 12:00 PM to 2:00 PM
150 Franklin Avenue
Our Historical Society invites all residents to a festive afternoon honoring Monroe’s rich heritage. Your support helps preserve our history and funds educational programs, community events, and historical exhibits that keep our story alive for future generations.

Mayor Dwyer encourages everyone to come out, participate, and enjoy these wonderful community gatherings. Wishing all our residents a very Happy Thanksgiving and a warm, joyful holiday season.

Trustee Karl spoke about the Orange County Sewer Meeting and noted that funding opportunities have been submitted. The Harriman sewer plant qualifies for \$25 million at 0% interest. If awarded, grant funding from the DEC, State, and Federal government will help lessen the burden on homeowners.

Trustee Karl is already looking into the July 4th fireworks show and also exploring the possibility of adding a drone show from Star Flight at a cost of \$6,500 for the 250th anniversary of the United States.

The Board of Trustees wishes everyone a Happy Thanksgiving!

ATTORNEY’S REPORT:

Nothing to report.

PUBLIC COMMENT: **# PRESENT 1** **TIME: 7:44 PM**

Avraham Flohr thanked the Board and Mayor Dwyer, wished them a Happy Thanksgiving, and raised concerns about people waiting outside for court during winter and any inclement weather. Mayor Dwyer agreed and said he is working on a solution.

EXECUTIVE SESSION:

On a motion by Trustee Behringer, seconded by Trustee Karl, and carried, following a 5-minute recess, the Board convened in Executive Session at 7:50 PM for discussion of pending litigation and personnel.

OPEN SESSION:

On a motion by Trustee Karl, seconded by Trustee Ferraro and carried, the Open Meeting resumed at 9:20 PM.

**APPOINTMENT – F/T BUILDING INSPECTOR III / CODE ENFORCEMENT
OFFICER – ROBERT WALLNER:**

RESOLVED, the Board of Trustees approves the appointment of Robert Wallner, Wallkill, New York, to the position of Full-Time Building Inspector III / Code Enforcement Officer, from the Orange County Certification of Eligibles, Exam #6000242, tentatively the start date will be December 11, 2025, at a salary of \$90,000.00 per year.

On a motion by Trustee Karl, seconded by Trustee Ferraro

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

Nays: None

ADJOURNMENT:

On a motion by Trustee Karl, seconded by Trustee Ferraro and carried, no further business, the meeting was adjourned at 9:20 PM.

MONTHLY REPORTS:

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

Respectfully submitted,

**Kimberly Zahra
Village Clerk**

**OCTOBER 2025 VILLAGE CLERK'S REPORT SUBMITTED BY KIMBERLY
ZAHRA, VILLAGE CLERK:**

- 1. Minutes prepared, processed associated correspondence and Legal Notices completed for the October 7th and October 21st Board of Trustee meetings.**
- 2. Permits issued: Handicap Parking: 19 Garage Sale: 7 Solicitor/Peddling: 0
Road Opening: 0 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0**
- 3. Processed 2 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 August 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, Social-Media 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 10/31/2025.**
- 18. Processed Village Tax Payments FY2025/2026.**
- 19. Processed and recorded picket fence post sales for Airplane Park.**
- 20. Attended Catalis meeting at Village Hall. (Credit Card Processing)**

OCTOBER 2025 JUSTICE COURT REPORT:

Total Fines: \$24,401.00 Total Surcharges: \$4,916.00 Total Parking: \$3,750.00
Total Civil Fees: \$2,085.000 Bail Poundage Collected: \$00.00
Total Bail Forfeited: \$00.00
Total for October: \$35,152.00

Vehicle & Traffic Tickets: 352 Disposed: 234
Criminal Cases: 31 Disposed: 49 Civil Cases: 5 Disposed: 1
Paid Parking Tickets: 69 Dismissed Traffic Tickets: 60

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

CALLS FOR SERVICE

TOTAL CALLS – 1,269
ARRESTS – 30

TRAFFIC REPORT

TRAFFIC TICKETS - 327
PARKING TICKETS – 124
GAS – \$3,173.80 / 1,246 GALLONS
MVA’S - 41

TRAINING

RANGE – DEPARTMENT WIDE
ROMER – TRU
BEACH – TRU
FARNINGHAM – EXPLOSIVE DETECTION K9 SCHOOL
DET. PAYTON – PROVERTY TRAINING – OCPCA
BEACH – FBI BASIC PHOTOGRAPHY
SGT. BERKE – K9
SGT. MALGIERI – NICHE PROPERTY
DET. HANSEN – DCJS BASIC CRIMINAL INVESTIGATION

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

Production: Lake Mombasha:	35,039,489	31,232,132 Gallons LY 2024
Well #4:	3,217,717	3,131,369 Gallons LY 2024

Consumption: 38,257,206 Gallons / 34,363,501 Gallons LY 2024
Water Samples / Testing: Passed
Rainfall: 4.80”
Reservoir: -19”

Miscellaneous:

2 Reservoir Inspections
Final Water Reads
Mark Outs
Finished Painting and Installing Marker Flags on all Fire Hydrants
Service Line Leak Repair at 831 St Rt 17M (Burger King)
Bypass for VanKueren Pump Station Upgrade Installed
Rebuilt CL2 Pump and Injector Quill at Well #4
Bypass for Freeland Street Valve Replacement and Installation Completed
New CL2 Injector Quill Installed at Water Treatment Plant
Fire Hydrant Flushing for Entire Distribution System
Quarterly Meter Reading for Water Billing Completed

Watermain Break Repair at 27 Cunningham Drive

OCTOBER 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
- Begin leafing along Village streets
- Blacktop repairs
- Worked at Airplane Park
- Mowing of retention ponds
- Assisted with water main installation on Freeland Street
- Brought out snow/ice equipment
- Installed field goal post at North Main Elementary School
- Lines painted throughout Village

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

Building Permits Issued:	10
Title Searches Completed:	6
Building Permit Inspections performed:	66
C.O's Issued:	0
Complaint Inspection	110
Violations Found	152
Rental Inspection	59
Fire Inspection	1
Open, active building permits	562
FOIL Requests	2
Building Permit Fees:	\$10,873.25
Title Search Fees	\$ 900.00
Fire Inspections	\$ 0.00
Rental Permit	<u>\$ 5,625.00</u>
Total Fees Collected (Building Dept.)	\$17,398.25

- Monthly mailing for expired permits and rentals
- Attended 1 Court Session, 1 Planning Board Meeting
- Supply Emergency Services with Emergency Contacts updates and Building Safety reports

OCTOBER 2025 TREASURER’S REPORT SUBMITTED BY ANTHONY FELIZ:

Treasurer's Report Village of Monroe October 2025		
Real Property Taxes		34,011
Planning Board Fees		7,235
Building Permits		\$16,780
Gifts & Donations		\$7,500
Misc. Rev		\$7,980
<u>SIGNIFICANT ACTIVITY (EXPENDITURES)</u>		
Law Contractual		\$5,380
Law Contractual Other Attorney		\$12,737
VH Contractual		\$37,434
PD General Expense		\$11,453
PD Contractual		\$5,807
Snow Removal Equipment Maint.		\$9,678
Street Lighting Street		\$36,531
Off Street Parking Striping		\$19,692
Planning Board Engineer Contractual		\$10,072
Source Chemicals	\$	8,668
Source VOP General Expense	\$	7,270
Purification Building Maint.	\$	12,068
Distribution General Expense	\$	7,780
Distribution Contractual	\$	64,585
Health Insurance - General Fund		173,684
- Water Fund		13,839
		187,522
Workers Comp. - General Fund		38,477
- Water Fund		9,391
		47,869
Liability Insurance - General Fund		41,426
- Water Fund		11,643
		53,068
<u>STATUS OF FY2024 CONTINGENCY ACCOUNTS</u>		CURRENT BALANCE
General Fund Appropriation -budgeted	\$160,000	160,000
Water Fund Appropriation -budgeted	\$51,500	51,500
<u>COMMENTS:</u>		
We have completed 5 months of the fiscal year and expenses should be at 41.7%. The General fund has expended 40.3% and the Water fund has expended 34.2% inclusive of any budget adjustments made by the board.		
Respectfully submitted,		
Anthony Feliz		
Treasurer		