

**Incorporated Village of Mineola**  
**155 Washington Avenue, Mineola, New York 11501**  
**August 5, 2020**

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**Work Session 6:30 PM**

1. Approval of bills and payroll
2. Village Clerk's Report
  - A. Resolved to approve the minutes of the meetings of the Board of Trustees from July 1, and July 8, 2020.
  - B. Resolved to adopt the New York State Archives "Retention and Disposition Schedule for New York Local Government Records (LGS-01)."
  - C. Resolved to approve a request by Assemblyman Edward Ra and the NY Blood Services Center for the use of the Village Hall Community Center auditorium and general purpose rooms to host an emergency blood drive Tuesday August 18, 2020 from 10:00 AM to 9:00 PM.
  - D. Personnel Item
3. Treasurer's Report

- A. Resolved to approve the following payments from the Development Incentive Bonus Funds in FY 2019 - 2020:

VENDOR	AMOUNT	PROJECT
Bancker Construction Corp.	\$788,067.75	Sanitary Sewer Maint Replacement
Bancker Construction Corp.	\$1,388,172.42	Sanitary Sewer Maint Replacement

- B. Resolved to approve the following payment from the Development Incentive Bonus Funds in FY 2020 - 2021:

VENDOR	AMOUNT	PROJECT
Bancker Construction Corp.	\$556,215.04	Sanitary Sewer Maint Replacement

C. Resolved to adjust the General Budget, in fiscal year 2019/2020 as follows:

From: Account Number 1059900 (Appropriated Fund Balance)	\$568,429.32
To: Account Number 10812045540 (Repairs-Sewer Mains)	\$568,429.32

D. Resolved to adjust the General Budget, in fiscal year 2020/2021, for increased expenditures in Serial Bonds -Principal account as follows:

From: Account Number 1059900 (General Appropriated Fund Balance)	\$3,006,347.00
To: Account Number 10971068000 (Serial Bonds - Principal)	\$3,006,347.00

E. Resolved to adjust the Water Budget, in fiscal year 2020/2021, for increased expenditures in Serial Bonds -Principal account as follows:

From: Account Number 2059900 (Water Appropriated Fund Balance)	\$760,403.00
To: Account Number 20831068000 (Serial Bonds - Principal)	\$760,403.00

F. Resolved to approve the following payments from the Water Reserve Fund in FY 2019-2020:

VENDOR	AMOUNT	PROJECT
J.K Electric Co, Inc.	\$47,895.83	Well #1
Philip Ross Industries, Inc.	\$10,659.01	Well #1
Philip Ross Industries, Inc.	\$62,736.92	Well #1

G. Resolved to approve the following payments from the Water Reserve Fund in FY 2020-2021:

VENDOR	AMOUNT	PROJECT
J.K Electric Co, Inc.	\$4,354.17	Well #1
Philip Ross Industries, Inc.	\$21,219.33	Well #1

H. Resolved to approved budget transfers in the General, Water, Library, and Pool Funds for FY 2019/2020:

#### GENERAL

ACCOUNT	ACCOUNT NUMBER	INCREASE	DECREASE
Personal Services	10111010000	\$13,372.28	
Supplies - Miscellaneous	10111040618	\$534.36	
Rental Lease	10111042002	\$204.43	
Personal Services	10132510000	\$831.11	
Personal Services	10141010000	\$13,698.33	
Stationery & Printing	10141040400	\$3,044.17	
Master Plan Expenditures	10141049900	\$4,715.00	
Legal Fees & Costs	10142043200	\$33,780.69	

Payroll Service	10143041100	\$1,731.45
Rental Machines	10145042001	\$146.25
Personal Services	10162010000	\$4,890.46
Supplies - Cleaning	10162040605	\$9.63
Repairs - Air Conditioning	10162045501	\$850.00
Repairs - Autos	10162045502	\$65.16
Inspection Elevators	10162045503	\$122.40
Repairs - Fuel Tank	10164045501	\$1,112.14
Computer - Internet Access	10168041200	\$1,190.31
Liability & Fire Insurance	10191042600	\$32,171.95
Residential Refunds	10196542900	\$122.38
Utilities - Gas	10197041601	\$3,580.23
Telephone	10197041800	\$12,798.71
Repairs - Vehicles - Enforcement	10331045502	\$1,196.17
Repairs - Autos	10332045502	\$37.00
Personal Services	10341010000	\$10,666.85
Equipment - Hose	10341020006	\$2,041.40
Stationery & Printing	10341040400	\$324.75
Uniforms	10341040900	\$1,659.73
Annual Testing & Inspection	10341041503	\$5,500.00
Utilities - Gas	10341041601	\$3,441.99
Rental - Equipment	10341042002	\$472.64
Inspection Elevators	10341045503	\$122.40
Service Award Prog Admin Exp	10341082831	\$616.20
Repairs - Autos	10362045501	\$295.64
Supplies - Miscellaneous	10364040618	\$4,357.93
Uniforms	10364040900	\$419.00
Utilities - Gas	10364041601	\$227.80
Telephone	10364041800	\$2,190.69
Repairs - Buildings	10364045507	\$1,566.00
Postage	10364047100	\$50.00
Personal Services	10402010000	\$3,323.09
Personal Services	10501010000	\$8,085.38
Repairs - Equipment	10511045513	\$43,572.41
Repairs - Sweeper Brooms	10511045545	\$70.48
Repairs - Trucks	10511045547	\$3,398.78
Utilities - Electricity	10518241600	\$261.52
Personal Services	10714010000	\$52,866.81
Oil Heat Costs	10714040500	\$154.67
Grounds - Maint - Fertilizer	10714044101	\$0.75
Repairs - Buildings	10714045507	\$179.53
Repairs - Equipment	10714045513	\$1,076.92
Repairs - Fences	10714045514	\$1,100.00
Repair - Planting/Spraying	10714045533	\$98.06
Supplies - Miscellaneous	10718040618	\$148.19
Historical Society	10755040618	\$314.71
Contractual Pers Serv	10802040000	\$970.00
Personal Services	10812010000	\$13,546.11
Supplies - Miscellaneous	10812040618	\$178.01
Repairs - Sewer Mains	10812045540	\$1,113,425.75

Repairs - Trucks	10812045547	\$640.16	
Personal Services	10816010000	\$58,179.23	
Uniforms	10816040900	\$461.45	
Recycling Disposal	10816043302	\$36,276.11	
Newspapers	10816043308	\$813.05	
Repairs - Trucks	10816045547	\$32,651.71	
Emer Tenants Protect Act	10861190000	\$8,860.00	
FICA Payroll Tax-ER Share	10903083300	\$13,734.66	
Life Insurance	10904583100	\$1,225.76	
Personal Services	10101010000		\$1.08
Dues & Conferences	10101048000		\$2,000.00
Personal Services - Overtime	10111010001		\$4,077.08
Contractual Pers Serv	10111040000		\$48,583.22
DMV Scofflaw	10111041300		\$50.00
Postage	10111047100		\$257.70
Dues & Conferences	10111048000		\$463.19
Personal Services	10121010000		\$0.31
Dues & Conferences	10121048000		\$1,000.00
Stationary & Printing	10132540400		\$347.59
Supplies - Miscellaneous	10132540618		\$247.03
RICOH Lease/Service	10132542002		\$388.98
Dues & Conferences	10132548000		\$622.00
Personal Services	10135510000		\$144.21
Equipment	10141020000		\$9,950.05
Contractual Pers Serv	10141040000		\$6,049.73
Supplies - Miscellaneous	10141040618		\$2,451.36
Rental - Equipment	10141042002		\$674.70
Legal Advertising	10141043201		\$348.80
Repairs - Equipment	10141045513		\$353.00
Dues & Conferences	10141048000		\$2,748.00
Personal Services	10142010000		\$955.34
Contract Personal Services	10145040000		\$5,600.00
Carting Machines	10145043100		\$1,000.00
Supplies - Miscellaneous	10162040618		\$546.35
Supplies - Painting	10162040621		\$700.94
Pest Control	10162040623		\$1,735.65
CDL Drug Testing	10162040650		\$2,500.00
Uniforms	10162040900		\$1,065.50
Cablevision Studio	10162041000		\$2,000.00
Rental Alarms	10162042003		\$2,170.00
Repairs - Equipment	10162045513		\$0.01
Repairs - Flags & Poles	10162045518		\$251.60
Repairs - Generator Maint	10162045519		\$5,000.00
Personal Services	10164010000		\$6,715.40
Equipment	10164020000		\$82.01
Equipment - New Fences	10164020001		\$2,500.00
Moto Fuel Gasoline	10164040100		\$2,643.22
Moto Fuel Diesel	10164040101		\$11,432.02
Oil & Grease	10164040102		\$1,150.29
Oil Heat Costs	10164040500		\$2,933.12

Supplies - Miscellaneous	10164040618	\$1,146.84
Supplies - Painting	10164040621	\$762.56
Supplies - Welding	10164040635	\$178.37
Uniforms	10164040900	\$613.15
Uniform Cleaning	10164040905	\$202.16
Alarm system	10164042001	\$750.00
Rental Equipment	10164042002	\$1,000.00
Repairs Auto	10164045503	\$1,550.40
Repairs Building	10164045507	\$25,429.93
Postage	10167047100	\$2,668.45
Automatic Mailing Machine	10167047102	\$600.00
Website Village Mineola	10168041201	\$5.00
Prov For Uncoll Taxes	10191042900	\$4,328.60
Municipal Association Due	10192048000	\$1,766.00
Certs Valuation Services	10196440000	\$21,025.00
Refund of Taxes Budget	10196442902	\$49,400.00
Utilities Electricity	10197041600	\$4,873.16
Communication & Phone Lease	10197041900	\$1,000.00
Payment MTA Payroll Tax	10198040000	\$1,241.87
Contingency Regular	10199046500	\$405,398.54
Personal Services	10331010000	\$62,175.98
Miscellaneous Expenditure	10331040618	\$217.52
Uniforms	10331040900	\$236.00
Personal Services	10332010000	\$10,891.79
Supplies - Miscellaneous	10332040618	\$741.73
Uniforms	10332040900	\$288.00
Repairs Equipment	10332045513	\$285.27
Repairs Parking Meters	10332045531	\$1,571.15
Equipment	10341020000	\$942.72
Motor Fuel Gasoline	10341040100	\$1,822.42
Supplies Badges	10341040602	\$1,337.97
Supplies Computer	10341040606	\$4,832.00
Equipment Turnout Gear	10341040613	\$4,404.20
Supplies Miscellaneous	10341040618	\$549.13
Supplies Physical Fitness	10341040625	\$500.00
Medicals & Fitness Fire Dep	10341041300	\$4,075.00
Celebrations	10341041505	\$2,485.90
Utilities Electric	10341041600	\$4,918.65
Communications	10341041800	\$8,176.18
Liability Insurance	10341042600	\$769.00
On Duty Disbursements	10341044000	\$123.47
Postage	10341047100	\$780.50
Dues & Conferences	10341048000	\$830.00
Defensive Driving	10341048100	\$494.26
Serial Bonds Interest	10341078000	\$0.05
Service Award Program	10341082830	\$1,942.08
Insurance Workers Comp	10341083000	\$23,889.09
Personal Services	10362010000	\$25,715.69
Contractual Personal Serv	10362040000	\$1,000.00
Stationary & Printing	10362040400	\$176.10

Plan review Expenses	10362040402	\$1,000.00
Supplies Miscellaneous	10362040618	\$899.20
Rental Equipment	10362042002	\$630.12
Repairs Equipment	10362045513	\$500.00
Dues & Conferences	10362048000	\$400.99
Equipment	10364020000	\$1,000.00
Motor Fuel Gasoline	10364040100	\$19.08
Stationary & Printing	10364040400	\$217.77
Utilities Electric	10364041600	\$1,086.21
Repairs Equipment	10364045513	\$1,000.00
Dues & Conferences	10364048000	\$361.06
Ambulance Corps. Expenses	10454030000	\$36.50
Equipment	10501020000	\$1,506.02
Supplies Miscellaneous	10501040618	\$368.62
Rental Equipment	10501042002	\$600.09
Personal Services	10511010000	\$11,585.85
Equipment	10511020000	\$9,767.64
Supplies Gloves	10511040613	\$500.00
Supplies Miscellaneous	10511040618	\$475.64
Supplies Small Tools	10511040630	\$454.89
Road Maintenance	10511040800	\$101,682.87
Concrete Requirements	10511040802	\$3,784.00
Uniforms	10511040900	\$1,078.74
Tree Stump removal	10511044201	\$30.84
Tree Program	10511044202	\$3,550.00
Tree Maintenance	10511044203	\$0.66
Repairs Curbs	10511045510	\$1,160.40
Repairs Fences	10511045514	\$1,000.00
Repairs Signs	10511045542	\$1,536.33
Repairs Tools	10511045546	\$500.00
Personal Services	10514210000	\$43,579.14
Supplies Miscellaneous	10514240618	\$1,000.00
Supplies Salt - Snow	10514240627	\$31,560.15
Repairs Equipment	10514245513	\$12,326.71
Equipment Street Lighting	10518220000	\$42,020.00
Repairs Field Striping	10565045515	\$3,636.20
Repairs Signs Park Fields	10565045542	\$140.43
Equipment Mower	10714020001	\$1,500.00
Equipment Benches Tables	10714020002	\$1,500.00
Supplies Gloves	10714040613	\$500.00
Supplies Miscellaneous	10714040618	\$163.85
Uniforms	10714040900	\$2,412.91
Ground Maint Topsoil/Clay	10714044104	\$324.55
Tree Maintenance	10714044203	\$0.06
Repairs Ballfield Strip	10714045515	\$2,395.00
Repairs Trucks	10714045547	\$25.87
Repairs Wilson Memorial	10714045560	\$921.21
Personal Services Comm Center	10718010000	\$4,075.18
Personal Serv Park Rec	10718010100	\$54,344.95
Personal Serv Summer Rec	10718010200	\$24,221.69

Equipment	10718020000	\$6,042.49
Uniforms	10718040900	\$5,093.25
Serv Contract Data Card	10718045503	\$821.45
Contractual Personal Serv	10801040000	\$1,432.96
Equipment	10812020000	\$1,631.61
Supplies Chemicals	10812040604	\$1,910.05
Supplies Small Tools	10812040630	\$538.44
Supplies Manhole Material	10812040637	\$1,205.18
Uniforms	10812040900	\$659.41
Utilities Electric	10812041600	\$1,877.12
Rental Equipment	10812042002	\$1,985.00
Repairs Building	10812045507	\$1,496.94
Repairs Laterals	10812045562	\$10,000.00
Repairs Other	10812045599	\$495.81
Storm Water Phase II	10814042100	\$6,100.00
Repairs Basins	10814045504	\$10,678.00
Repairs Drain Covers	10814045511	\$1,000.00
Repairs Equipment	10814045513	\$1,000.00
Maintenance Basins	10814045526	\$2,000.00
Oil Heat Costs	10816040500	\$4,856.25
Supplies Cans	10816040603	\$500.00
Supplies Cleaning	10816040605	\$500.00
Supplies Gloves	10816040613	\$600.00
Supplies Miscellaneous	10816040618	\$139.28
Supplies Small Tools	10816040630	\$500.00
Solid Waste Disp Fees	10816043300	\$29,763.14
Commercial Waste	10816043301	\$1,000.00
Street Sweepings	10816043303	\$7,401.81
Disposal - Yard Waste	10816043304	\$1,995.32
Subcontract Pickup	10816043306	\$266.56
Clean Fill	10816043307	\$8,000.00
Repairs Buildings	10816045507	\$974.23
Repairs Equipment	10816045513	\$69.25
Dues & Conferences	10816048000	\$315.00
Worker Compensation Ins	10904083000	\$98,420.98
NYS Disability Ins	10905583700	\$2,749.68
Health & Medical Insurance	10906083600	\$141,894.29
Legal Fees	10908983900	\$1,073.00
Dental Insurance	10908984000	\$7,145.97
Eyeglass Union	10908984500	\$405.68
TOTAL		\$1,559,770.93
		\$1,559,770.93

# WATER

ACCOUNT	ACCOUNT NUMBER	INCREASE	DECREASE
Engineering Services	20831042100	\$51,258.13	
Repairs - Well #4	20831045552	\$31,318.54	
Oil Heat Costs	20831040500		\$2,471.58
Supplies - Chemicals	20831040604		\$10,768.87
Supplies - Chlorine	20831040605		\$1,644.93
Uniforms	20831040900		\$468.65
Utilities - Gas	20831041601		\$3,295.47
Alarm System	20831042001		\$642.50
Repairs - Building	20831045507		\$5,000.00
Repairs - Electrical	20831045512		\$5,715.51
Repairs - Equipment	20831045513		\$8.01
Repairs - Hydrants	20831045521		\$6,444.18
Repairs - Main	20831045525		\$4,554.07
Repairs - Serv Materials	20831045539		\$5,046.15
Repairs - Street Openings	20831045544		\$7,500.00
Repairs - Valves & Boxes	20831045549		\$1,659.94
Repairs - Well #3	20831045551		\$3,217.78
Repairs - Miscellaneous	20831045599		\$3,949.04
Dues - Conferences	20831048000		\$789.00
Health Insurance	20831083600		\$18,535.53
Disability Insurance	20831083700		\$554.46
Legal Fund	20831083900		\$311.00
	TOTAL	\$82,576.67	\$82,576.67

# LIBRARY

ACCOUNT	ACCOUNT NUMBER	INCREASE	DECREASE
Personal Services - Professional	30741010002	\$24,120.52	
Periodicals	30741020008	\$481.00	
Library Computer Services	30741020011	\$85.00	
Supplies - Miscellaneous	30741040618	\$2,436.09	
ALIS Borrowing Charge	30741040700	\$2,240.52	
Telephone	30741041800	\$4,126.54	
Programs	30741043400	\$2,256.97	
Service Contract	30741045501	\$24,819.75	
Inspections Elevators	30741045503	\$122.40	
Repairs - Buildings	30741045507	\$50,580.89	
Dues & Conferences	30741048000	\$10.00	
Personal Services	30741010000		\$10,683.84
Contingency	30741046500		\$74,377.79
NYS Retirement	30741082800		\$3,273.86
Social Security	30741083300		\$7,735.85
Health and Medical Insurance	30741083600		\$15,208.34
	TOTAL	\$111,279.68	\$111,279.68



POOL

ACCOUNT	ACCOUNT NUMBER	INCREASE	DECREASE
Personal Services - Directors	40-7180-100-02	\$2,630.84	
Payment MTA Payroll Tax	40-7180-198-04	\$108.03	
Supplies - Miscellaneous	40-7180-406-18	\$539.54	
Telephone	40-7180-418-00	\$529.09	
Social Security	40-7180-833-00	\$2,430.82	
Contingency	40-7180-465-00		\$6,238.32
	TOTAL	\$6,238.32	\$6,238.32

I. Personnel Item

4. Department of Public Works Report

A. Resolved to authorize a public bid for the Wilson Park Improvements Project

Engineers: D&B Engineers & Architects, P.C.

Funding Source: DASNY Grant, 2020/2021 General Fund Budget and/or the General Fund Unreserved Fund Balance

B. Resolved to authorize a public bid for the Handicap Accessibility Improvements to the Community Center Bathrooms.

Engineers: D&B Engineers & Architects, P.C.

Funding Source: Community Development Funding, 2020/2021 General Fund Budget and/or the General Fund Unreserved Fund Balance

C. Resolved to authorize the engineering services proposal for the construction inspection services and submittal review for the New Administration Building.

Cost: \$383,000.00

Engineers: D&B Engineers & Architects, P.C.

Funding Source: 2020/2021 General Fund Budget, the General Fund Unreserved Fund Balance and/or Municipal Bonds

D. Resolved to authorize the additional expense for engineering services required for required design changes and additions for the Well No. 7 contracts for the Emergency Purchase and Installation of the G.A.C. System and Construction of the new G.A.C. Building.

Cost: \$47,000.00

Engineers: D&B Engineers & Architects, P.C.

Funding Source: 2020/2021 Water Fund Budget, Water Fund Unreserved Fund Balance and/or Municipal Bonds

E. Resolved to authorize the installation of two, 23 foot wide curb cuts for two 20 foot driveway aprons at 72 Jericho Turnpike, to be located on Pennsylvania Avenue, Mineola.

F. Personnel Item:

5. Building Department Report

6. Village Attorney

**Public Meeting 7:30 PM**