

Draft Meeting Minutes for viewing purposes

December 8, 2020

The Regular Meeting of the Nunda Village Board of Trustees was held on December 8, 2020, at the Nunda Government Center, 4 Massachusetts Street, Nunda, New York 14517 at 6:30PM with the following present:

Mayor: Jack Morgan

Deputy Mayor: Darren Snyder

Trustees: Mell Allen

William McTarnaghan

Dr. Donald Wilcox

Water and Streets Superintendent: Troy Bennett

Planning Board Chairperson: Alex Pierce

Code Enforcement/Zoning Officer: Mark Mullikin

Police Chief: Ryan Dale

Prospective Police Officer: Connor Boor

Administrator/Clerk-Treasurer: LeRoy Wood

Citizens: 3-Keshequa High School Students

Larry Mallaber – Nunda Fire Department Representative

Steven Gelser – Nunda Fire Department Representative

Fritz Amrhein – Nunda Fire Department Representative

Michael Vasile – Nunda Fire Department Representative

Mayor Morgan - called the meeting to order at 6:30 PM.

Roll Call: Trustee Wilcox arrived at 6:33 PM

Pledge of Allegiance - led by Mayor Morgan

Approval of Minutes

A. *November 10, 2020*

MOTION was made by Deputy Mayor Snyder to accept the minutes as presents, discussed, and reviewed, seconded by Trustee Allen. Carried 5-0.

Reports

A. Police

1. Nunda Police Department Monthly Report-November 2020

2. STOP-DWI discussed, including payment from County

3. Two old Police vehicles being sent to auction

4. Pay Raise

MOTION was made by Trustee Allen, upon recommendation from Police Chief Dale, to hire Connor

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Boor as a provisional Nunda Joint Police Department Police Officer, seconded by Deputy Mayor Snyder. Carried 5-0.

MOTION was made by Trustee Allen to provide all Joint Nunda Police Department personnel to receive a \$1.00 per hour pay raise effective January 1, 2021 as discussed and approved by Police Commissioners Board members, seconded by Deputy Mayor Snyder. Carried 5-0.

- B. Code Enforcement/Zoning
 - 1. Monthly Report-November 2020
- C. Waste Water Treatment Plant
 - 1. Departmental Activity Log-November 2020
- D. Water/DPW
 - 1. Departmental Activity Log-November 2020
- E. Justice
 - 1. Monthly Reports-November 2020
- F. Treasurer's Reports
 - 1. Monthly Bank Statement Account-November 2020
 - 2. Collateralization Report-November 2020
 - 3. Monthly Treasurer's Reports-November 2020
 - 4. Payroll - #23 & 24-Certification Review
 - 5. Departmental Activity Log-November 2020

All reports listed above were provided to each Board member, including; balance sheets, cash receipts journals, and cash disbursement journals for all funds. Balances from each bank statement did matched all funds financial reports for November 2020.

- G. ZBA/Planning Board
- H. Youth Recreation

MOTION was made by Trustee Wilcox to accept the departmental reports as given, seconded by Trustee Allen. Carried 5-0.

Approval of Invoices

- A. Abstract No. 07

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 007 as follows

GENERAL(A)	- \$ 24,656.37
WATER (F)	- \$ 10,404.79
SEWER (G)	- \$ 14,408.98
WWTP CIP (H)	- \$ 508.80
YOUTH (J)	- \$ 0.00
TOTAL	- \$ 49,975.94

The **motion** was made by Deputy Mayor Snyder, seconded by Trustee Allen. Carried 5-0.

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New Business

A. CDBG Drawdown #15

Resolution No. 2020-057

CDBG No. 831HR350-18 Drawdown No.15

BE IT RESOLVED that the Nunda Village Board of Trustees approve the bills for payment on CDBG No. 831HR350-18 Drawdown No. 15 in the amount of \$60,925.00 once funding has been received for the following vendor list:

Townline General Contractor – (Wood) \$22,300.00

Townline General Contractor – (Hall) \$22,000.00

Foodlink, Inc. - \$16,625.00

The **motion** was made by Trustee Wilcox, seconded by Trustee McTarnaghan. Carried 5-0.

MOTION was made by Trustee Allen to submit a request to NYS to extend current municipal CDBG grant period beyond the January 21, 2021 expiration date due to unforeseen circumstances related to COVID-19, seconded by Trustee McTarnaghan. Carried 5-0.

MOTION was made by Trustee Allen to seek the maximum grant funding for the Village of Nunda's residents through the Community Development Block Grant on all future available grants, seconded by Deputy Mayor Snyder. Carried 5-0.

B. Dropbox

MOTION was made by Deputy Mayor Snyder to purchase and post a drop box outside the Nunda Government Center to provide the public an additional resource of dropping off tax payments, water/sewer bills and other correspondences for both Village and Town residents provided the Town of Nunda approve this installation, seconded by Trustee Wilcox. Carried 5-0.

C. Deputy Registrar appointment – Kaitlyn Hall

Resolution No. 2020-058

BE IT RESOLVED that the Nunda Village Board of Trustees approves the appointment of Kaitlyn Hall as the Village of Nunda's Deputy Registrar.

The **motion** was made by Trustee Allen, seconded by Trustee Wilcox. Carried 5-0.

D. Credit card for Superintendent

Resolution No. 2020-059

BE IT RESOLVED that the Nunda Village Board of Trustees approves Water and Streets Superintendent Troy Bennett be issued a municipal credit card to streamline purchasing actions while following local procurement policy.

The **motion** was made by Deputy Mayor Snyder, seconded by Trustee Allen. Carried 5-0.

E. Lorena Bennett inquired about hooking into water/sewer

An inquiry was made by Ms. Bennett to hook into the village water and sewer infrastructure. Costs and ability to easily hook into systems would need to be discussed as tapping into sewer system would require a State Permit to drill under a state road to access said infrastructure. Mayor Morgan directed Administrator Wood to contact Ms. Bennett as an individual contract to access village services would be required as Ms. Bennett lives outside village limits and is not located within a water district.

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Old Business

A. Land Acquisition Grant Status

Discussion on Bond Resolution for the acquisition of the three Lawson Properties took place. January 2021 Board Meeting should be presented with a resolution for a bond to purchase these properties with a permissive referendum being put in place for 30 days. Additional information to come on this process.

Seventeen surveyors have been contacted to using a Request for Proposal (RFP) for services required under the Land Acquisition Grant received. A deadline of December 4, 2020 for return of quotes was requested. No surveyor submitted a quote for services. Discussion on revisiting the RFP and contacting NYSDEC will take place. Two surveyors did respond via email and telephone; both were busy at this time and both did not understand fully the requirements of the Grant through NYSDEC as the number of mandated requirements are excessive. NYSDEC will be contacted.

B. WWTP CIP

Chief Operator Hugi reached out to our local NYSDEC representative inquiring about the status of NYS in relation to our project. We are still awaiting NYSDEC approval on our SPEDES Permit analysis being reviewed and approved so we can start moving forward. This grant was awarded two years ago.

C. Cameras at Village Park

An individual connected to alleged vandalism has been apprehended from footage found on the Village Park camera system. Perpetrator was issued an appearance ticket.

Other Business

A. Sexual Harassment training for Board members scheduled for December 10, 2020, 6:30 PM.

Policy Review

A. Vehicle Use Policy

Communications/Informational Items

A. Mayor Morgan stated the Village did receive a Thank Yu card from Evelyn Van Dorn for recognizing her on her 100th Birthday.

B. Christmas In Nunda

MOTION was made by Deputy Mayor Snyder to allow the Christmas in Nunda Committee to utilize the Village Mall area and a portion of 2nd Street for promotion and marketing of Nunda on the annual celebration on December 11th and 12th, seconded by Trustee Wilcox. Carried 5-0.

C. January 2021 regular scheduled Village Board Meeting

MOTION was made by Trustee Allen to conduct the next Village regularly scheduled Board Meeting, January 12, 2021 via ZOOM due to COVID-19 concerns, seconded by Trustee McTarnaghan. Carried 5-0.

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Adjournment

With no further business to be discussed, the motion to adjourn was made by Trustee Allen, seconded by Trustee Wilcox at 7:53 PM. Carried 5-0.

Respectfully submitted,

LeRoy J. Wood
Administrator/
Clerk-Treasurer