

**VILLAGE OF NUNDA
AGENDA
REGULAR BOARD MEETING
AUGUST 9, 2021 at 7:00 P.M.**

- 1. Call to order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Municipal Engineer – WWTP Capital Project Update**

5. Visitor Forum

6. Approval of Minutes

- A. July 26, 2021
- B. July 28, 2021 – Joint Meeting with Town of Nunda

7. Reports

- A. Police
 1. Monthly Reports-July 2021
- B. Code Enforcement/Zoning
 1. Monthly Report-July 2021
- C. Waste Water Treatment Plant
 1. Departmental Activity Log-July 2021
- D. Water/DPW
 1. Departmental Activity Log-July 2021
- E. Justice
 1. Monthly Reports-July 2021
- F. Treasurer's Reports
 1. Administrator's Report
 2. Monthly Bank Statement Account-July 2021
 3. Collateralization Report-July 2021
 4. Monthly Treasurer's Reports-July 2021
 5. Payroll - #13, 14 & 15 - Certification Review
 6. Departmental Activity Log-July 2021
- G. ZBA/Planning Board
- H. Youth Recreation

8. Approval of Invoices

A. Abstract No. 004

| | | |
|--------------|-----|-----------------------|
| GENERAL | (A) | - \$ 55,520.53 |
| WATER | (F) | - \$ 3,307.31 |
| SEWER | (G) | - \$ 2,838.82 |
| WWTP CIP | (H) | - \$.00 |
| YOUTH | (J) | - \$ <u>596.79</u> |
| TOTAL | | - \$ 62,263.45 |

9. New Business

A. American Rescue Plan Act Brief – Deputy Clerk-Treasurer McCallum

B. Budget Modifications

10. Old Business

A. Compensation Doctrine Presentation

B. Tax Abatement Resolution

C. Sidewalks

D. Referendum

11. Other Business

12. Policy Review

A. Vehicle-Use Policy

13. Communications / Informational / Discussion Items

A. Semi-annual Report Livingston County Dog Control

14. Adjournment

MOTION was made to adjourn by _____, seconded by _____ at _____ PM.

Draft Meeting Minutes

July 26, 2021

A Special Meeting of the Nunda Village Board of Trustees was held on July 26, 2021, at the Nunda Government Center Building with the following present:

Mayor: Jack Morgan

Deputy Mayor: Darren Snyder

Trustees: Mel Allen

William McTarnaghan

Dr. Donald Wilcox

Water and Streets Superintendent: Troy Bennett

Chief Sewer Operator: Markus Hugi

Code Enforcement/Zoning Officer: Mark Mullikin

Director of Youth Recreation: John Gordinier

Administrator/Clerk-Treasurer: LeRoy Wood

Deputy Clerk-Treasurer: Tammy McCallum

Mayor Morgan - called the meeting to order at 7:00 PM.

Roll Call: All present

Pledge of Allegiance: led by Mayor Morgan

Visitor Forum: Robert Cox

Mayor Morgan **opened Public Hearing** on Local Law #3 of 2021 – Amending Local Law No.1 of 2008, Implementation of the Property Maintenance Code of the State of New York and to Assist in the Continued Revitalization of areas throughout the Village of Nunda at 7:01 PM

Approval of Minutes

A. July 12, 2021

MOTION was made by Trustee Wilcox to accept the minutes as presented, discussed, and reviewed, seconded by Trustee Allen. Carried 5-0.

Department Reports

A. Youth Recreation

Director Gordinier discussed many issues related to this year's program to include; manning concerns, number of participants, training of staff, implementation of a new form to better accommodate staff with enforcing participant count when home in the village or away on a field trip. Continued thanks to Dalton Nunda School for their participation with transportation. Mayor Morgan asked about the swim program; Director Gordinier stated it is going well with the third week beginning this week. The Program has participation rates of 40-50 each day and does fluctuate. The municipality hire four local applicants as the County provided two staff members.

Draft Meeting Minutes

New Business

A. CDBG No. 2

A Letter of Congratulations from the Commissioner/CEO of New York State Homes and Community Renewal was provided to Board members stating the Village of Nunda has received an award of \$500,000 for Community Development while enhancing local home owners' residences over a two-year period.

- CDBG Application approval

Resolution No. 2021-024

BE IT RESOLVED that the Nunda Village Board of Trustees approve Mayor Morgan, Chief Executive Officer for the Village of Nunda, to sign the New York State Community Development Block Grant Agreement between the Housing Trust Fund Corporation (HTFC) as represented by the Office of Community Renewal and the Village of Nunda for Project No. 831HR142-20 in the amount not to exceed \$500,000.00.

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

- Designation of Depository – Five Star Bank will be used to include an already established account for CDBG purposes. Current balance of this account is \$0.00.

- Authorized Signature Form

- Review/designate internal manager/approval of RFP for Grant Administration Services & Program Delivery

Resolution No. 2021-025

BE IT RESOLVED, that the Nunda Village Board of Trustees approves Village Administrator/Clerk-Treasurer's Request for Proposal (RFP) for Professional Services of Grant Administration for Community Development Block Grant, 831HR142-20.

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

- B. MOU-Letchworth Gateway Villages Municipal Collaboration & Genesee Valley Geotourism Initiative – tabled to discuss with Town of Nunda on July 28, 2021

Mayor Morgan **closed Public Hearing** on Local Law #3 of 2021 – Amending Local Law No. 1 of 2008, Implementation of the Property Maintenance Code of the State of New York and to Assist in the Continued Revitalization of areas throughout the Village of Nunda at 7:50 PM.

Review & discuss Local Law #3 of 2021

Mayor Morgan asked all present if there were any final discussion on the amended changes to Local Law #1 of 2008-Property Maintenance.

Code Enforcement/Zoning Officer Mullikin made several inquiries into the law as the Board was very engaged in the discussion points presented. Mayor Morgan stated that actions to be taken by the Code Enforcement/Zoning Officer will take place when five signed complaints written by five different individuals are received. This is stated in the local law. Mayor Morgan

Draft Meeting Minutes

stated that there was very little changes to (amending) this law as they are non-substantive, typographical and grammatical in nature.

Resolution No. 2021-026

BE IT RESOLVED, the Nunda Village Board of Trustees upon much discussion with Village residents and the municipal Code Enforcement/Zoning Officer adopts Local Law #3 of 2021, Amending Local Law No.1 of 2008, Implementation of the Property Maintenance Code of the State of New York and to Assist in the Continued Revitalization of areas throughout the Village of Nunda.

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

C. Approval for Administrator/Clerk-Treasurer to attend NYCOM's Annual Fall Training Conference – September 20 – 24, 2021

MOTION was made by Trustee Wilcox to approve Administrator/Clerk-Treasurer Wood to attend the 2021 NYCOM Annual Training Conference in Saratoga Springs, New York, seconded by Trustee McTarnaghan. Carried 5-0.

D. Joint Town/Village Board Meeting scheduled for Wednesday, July 28, 2021.
Items for discussion will be the Joint Town/Village Police Department and the MOU-Letchworth Gateway Villages Municipal Collaboration & Genesee Valley Geotourism Initiative

Approval of Invoices

A. Abstract No. 003

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 003 as follows:

| | | |
|--------------|-----|-----------------------|
| GENERAL | (A) | - \$ 7,736.57 |
| WATER | (F) | - \$ 2,198.82 |
| SEWER | (G) | - \$ 5,549.62 |
| WWTP CIP | (H) | - \$ 2,285.20 |
| YOUTH | (J) | - \$ 510.87 |
| TOTAL | | - \$ 18,281.08 |

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

Old Business

A. Part-time help while employee out on Disability - amend previous MOTION to hire fulltime employee & add wages

MOTION was made by Trustee Allen to amend previous board action of hiring a full-time laborer, Ray Houtz, to now change to part-time laborer at a rate of \$17.00 per hour while full-time employee is out on Disability following surgery, seconded by Deputy Mayor Snyder. Carried 5-0.

B. Local Law #2 of 2021 - Opting-Out of Marihuana Regulation & Taxation Act for the Village of Nunda -update with referendum

C. ARPA Funding Received (50%)

Draft Meeting Minutes

D. Sidewalks

Policy Review

- A. Vehicle-Use Policy - discussed & tabled
- B. Investment and Borrowing Policy - discussed/reviewed

MOTION was made by Deputy Mayor Snyder at 8:19 PM to enter into executive session to discuss *two* employee personal concerns separately, seconded by Trustee Allen. Carried 5-0.

MOTION was made by Trustee Allen at 8:49 PM to exit executive session, seconded by Deputy Mayor Snyder. Carried 5-0.

Adjournment

MOTION was made to adjourn by Trustee Allen, seconded by Deputy Mayor Snyder at 8:49 PM.

Respectfully submitted,

LeRoy J. Wood
Administrator/
Clerk-Treasurer

July 28, 2021

A Joint Special Meeting of the Nunda Village Board of Trustees and Nunda Town Board of Councilmembers was held on July 28, 2021 with the following present:

Village Board: Mayor Jack Morgan
Deputy Mayor Darren Snyder
Trustee Mel Allen
Trustee William McTarnaghan
Trustee Donald Wilcox

Village Administrator/Clerk-Treasurer: LeRoy Wood
Deputy Clerk-Treasurer: Tammy McCallum

Town Board: Supervisor Merilee Walker
Councilperson Randy Morris
Councilperson Martha Blair
Councilperson James Forrester
Councilperson Michael Hillier

Town Clerk: Kaytlyn Hall

Police Chief: Ryan Dale

Citizens: None

Call Meeting to Order: - Jointly - Supervisor Walker and Mayor Morgan called the meeting to order at 7:00 PM.

Roll Call: All present

Pledge of Allegiance – Led by Mayor Morgan

Welcome & Opening Remarks

Supervisor Walker and Mayor Morgan each welcomed everyone in attendance.

New Business

A. Police Department Strategies

Chief Dale thanked both Boards for allowing him to present information about the Joint Town/Village Nunda Police Department. Chief Dale stated the following: there has been much change in policing over the past few years and am open to ideas to promote public safety, discuss bail reform, and drug activity in the community.

Chief Dale-Why are we here; there are problems in the community that are now just here but statewide. There is not the coverage/police presence needed for our part-time force. There are five areas of concern:

1. Police Reform - mending police relations between law enforcement and the community-creating more community interrelations.
2. Bail Reform – Alleged suspects are being arraigned and then released. Repeat offenders are creating more work.
3. Discovery Law – additional time needing to be allocated to preserving evidence and then presenting said evidence in court.
4. General Crime Rates
5. Drug Activity – sales, usage, increasing at an alarming rate-boiling point, arrests are at an all-time high, and types of hardcore drugs; cocaine, fentanyl, heroin

Chief Dale stated it is important to identify the problems faced today.

Chief Dale provided both Boards with statistical data related to (3) other jurisdictions in Livingston County. Information provided included; average monthly calls for service (including property checks), police coverage (full-time and part-time staffing), population, jurisdiction size (square miles), and police budgets in these other departments as compared to the Joint Town/Village of Nunda Police Department.

Notes of discussion also introduced were Livingston County Sheriff's Office and New York State Police call numbers to our jurisdiction.

Chief Dale stated the Nunda PD covers 16x's the area of next largest sized PD. Discussion on having police working while school is in session and when school is over at the end of classes would be a benefit to the community.

Councilmember Hillier stated overnight coverage is needed.

Supervisor Walker asked about Class D Felonies as Chief Dale stated an arrest can be made under these circumstances where an arraignment takes place and with the suspect given an appearance ticket for a later date to go back in front of a judge. Suspects are usually immediately released back into the community. Types of felonies that fall into these categories; assault, burglary, drug charges.

Chief Dale stated he wants his department to be proactive versus reactive.

Councilmember Forrester stated we need to look at growing the force and being able to pay for it.

Chief Dale stated there could be a full-time police officer option where an officer could build rapport with the community.

Chief Dale stated the two Village Local Laws-Property Maintenance and Nuisance Laws will help curb some of our concerns.

Chief Dale stated we have done a great job over the past three years in working with the police commissioners to build up the department and infrastructure.

Chief Dale asked if there were any suggestions or options. If a full-time police officer were to be considered they would need to have good community relations and be the right fit.

Trustee Wilcox stated it would be a bonus if they lived in the community.

Deputy Mayor Snyder asked how much would it cost.

Mayor Morgan stated there should be in place a measuring standard/parameter to see if this commitment would work over the period of a year, two years, three years.

Chief Dale stated there would need to be a probationary period.

Councilmember Forrester stated expanding services and how we would measure this is what would be needed. Councilmember Forrester agreed with Mayor Morgan's assessment of having parameters to measure.

Mayor Morgan stated this process could take a couple of years.

Councilmember Hillier stated there would be reduction in crime rate with the mere presence with someone on duty.

Supervisor Walker stated the Town will be working on a budget soon and that options should be looked at.

Mayor Morgan stated the recent ARPA Funding received, if that would be a possible a option.

Councilmember Forrester stated how we measure and moving forward with planning on a full-time officer should be discussed with the police commissioners.

MOTION was made by Trustee Wilcox to allow the Nunda Police Commissioners to begin the planning phase of initiating the process of hiring a full-time Joint Nunda Police Department Officers to include budgetary numbers, seconded by Trustee McTarnaghan.

Carried 5-0.

MOTION was made by Councilmember Forrester to allow the Nunda Police Commissioners to begin the planning phase of initiating the process of hiring a full-time Joint Nunda Police Department Officers to include budgetary numbers, seconded by Councilmember Hillier.

Carried 5-0.

Chief Dale thanked both Boards for allowing him to present his Police Department Reports and options for future possibilities to be considered.

Both Boards thank Chief Dale for his presentation.

B. Memorandum of Understanding – Letchworth Gateway

Mayor Morgan asked Administrator Wood to present the MOU to the Town Board and explain the initiative. Letchworth Gateway Villages is an initiative that provides opportunity to collaborate with multiple municipalities and other organizations to help promote, market and work together to increase traffic and increase economic development for these communities while identifying and maximizing our local assets. This initiative works with local, state and federal grant projects in this process. The purpose of the Letchworth Gateway Villages is to foster long-term economic and environmental vitality through cross-municipal, cross-country collaboration efforts like sustainable tourism development that will benefit all participants through a myriad of initiatives. The commitment is \$3,500 annually for three years as this will then be measured on the benefits to our specific communities. The Village and Town at one time discussed splitting the cost as both municipalities would benefit from this marketing effort.

MOTION was made by Councilmember Hillier to enter into the Memorandum of Understanding with Letchworth Gateway Villages Municipal Collaboration & Genesee Valley Geotourism Initiative

with the Village of Nunda while splitting the annual cost of \$3,500 while committing the Town of Nunda \$1,750 for their share in promoting and marketing our community that should increase our economic development and preserve our environmental vitality, seconded by Councilmember Forrester.

Carried 5-0.

C. Joint Town/Village Zoning Law

Supervisor Walker discussed the most recent action of the Planning Board and inquired about the most recent update to our Joint Town/Village Zoning Law. The local law was adopted in late 2016. Updates to this law should be considered.

Councilmember Forrester mentioned to Comprehensive Plan and the status.

Mayor Morgan stated the Village support of the Planning Board and their efforts in pursuing this task.

Councilmember Forrester asked about community participation in this process and the concern at which the length/time line it will take to complete.

D. Water Extension on Creek Road

Discussion on extending the water lines on Creek Road in the Town of Nunda took place in providing an additional customer to the village while costs of this project would be at the expense of the homeowner asking to tap into the water infrastructure.

MOTION was made by Councilmember Hillier for the Town of Nunda to approve Jeremy Blair, located at 9045 Creek Road, in the Town of Nunda to tap into the Village of Nunda's water infrastructure at his own expense and as the Village of Nunda can allow extending its water line/services, seconded by Councilmember Morris.

Carried 5-0.

E. Lawson Property Update

Supervisor Walker asked the Village of Nunda if they could provide an update to the land acquisitions of the Lawson Properties (3). Mayor Morgan asked Administrator Wood to provide the update.

1. Bond Anticipation Note (BAN) for the asking price of \$300,000 for three (3) properties that will increase the municipalities source water protection area will be on July 29, 2021.

2. Closing on the BAN and securing funding will be available at the end of the second week in August 2021.

3. Final sale of the properties could be as early as the end of August 2021 or early September 2021.

Other metrics to this discussion was an agreement that was set in place in April 1989 between the Town of Nunda and the Village of Nunda. This agreement was on the premise of water and sewer services to Town residents as provided by the Village over a forty (40) year period. In 1995, an amendment to the original agreement removed some clauses and added a tax abatement to some Village owned properties located in the Town to offset some of the services the Village was providing to include assuming all maintenance costs for water and sewer districts within the Town of Nunda and therefore be the responsibility of the Village of Nunda. The tax abatement in the amendment was for a twenty-five (25) year time period. This time period has since expired.

Administrator Wood asked each board if they would wish to have another amendment written to the original agreement or to have this be a separate stand-alone item and create a Board action (board resolution) to be presented, reviewed, discussed and eventually be adopted by both boards to continue with the Village responsibilities to the water and sewer districts located in the Town of Nunda and a tax abatement on some of the Village owned properties.

Both Boards agreed to keep this a separate issue from the original forty (40) year agreement and asked Administrator Wood to present at the next regularly schedules Board Meetings (both Town and Village) a resolution for review and discussion.

Adjournment

Jointly Supervisor Walker and Mayor Morgan thanked all who were in attendance.

With no further business to be discussed, the motion to adjourn was made Trustee Allen at 8:45 PM.

Respectfully submitted,

LeRoy J. Wood
Administrator/
Clerk-Treasurer

Code enforcement

July 2021

Nunda Village

7/1 Issued fireworks permits for Americana days

7/5 called to 50 N church resident digging for fence posts. Worried hit steel line in ground arrived on site to inspect advised was to call 811 before digging. Upon inspection found concern to be a rock.

7/6 call to Tom Bertino site manager for demolition of pasts plus building on east Street. Concerns of sink hole forming. Tom will have load of Stone on site first thing in morning and a crew to address.

7/7 Stone on site for Est Street Crew working on issue, meeting with Chief Dale Mayor Morgan, Deputy Mayor Snyder and Trustee Allen.

7/14 call from resident update on violation status

7/20 Planning Board meeting

7/22 call from resident concerns of neighbor's dog entering property. Stated she already contacted Dog control advised to contact local PD with her concerns.

7/23 issued violations V-4-21 & V 5-21

7/26 issued violations v-6-21 to v-8-21

7/27 notice of violation under village property maintenance law issued to 3 residents

7/30 attend bid meeting for Sewer plant

Submitted 8/3/21

| Property Owner | Address & Tax Map # | Violation | Status |
|------------------------------------|---------------------------|---|---|
| Dan Mic Properties | Map # 184.9-1-65 | Property maintenance Exterior condition | Notice issued 5/18 21 6/1 Call From Dan Applications were filed to obtain grant plans to recover the out side with new steel asked for continuance to determine grant approval. 7/14 call from Dan Grant was approved. 7/24 Materials on Site 7/26 work has begun north side recovered 7/29 perlings on roof waiting on additional materials |
| Stephanie Dean respond by 8/6 | 39 Mass. 184.9-3-51 | Property Maintenance Yard & Junk, Trash | notice under property maintenance law issued 7/26 Notice was received on 8/2 Resident was in office 8/3 to discuss remediation plan that he needs submit with in ten days under local law. Plan to be submitted to CEO by 8/13. |
| Jacqueline Mcgee respond by 8/6 | 1 N. State 184.9-4-5 | Property maint - weeds on Mill Street | Notice issued 7/23 8/3 No record of yet that notice was received. Weeds still at curb no change in status |
| Elizabeth Howe respond by 8/6 | 49 N STATE 184.9-3-28 | Property Maint Weeds Grass | Notice issued 7/26 over grown grass and saplings out front notice received 7/30 8/3 no action taken |
| Pat Long respond by 8/6 | 66 East Street 184.9-3-58 | Property Maint weeds, grass, clean up junk | Notice issued 7/26 noticed received 7/30 8/3 no reply from resident. Some items were removed and some trimming has been started. |
| Amanda Bradly Respond by 8/6 | 4 Holmes 183.12-1-58 | Property Maint Junk & Rubbish | Notice issued 7/26 landlord copied. Open case still under zoning law 8/3 notice has not been picked up by tenant no change in status of lot |
| Douglas Hint Respond by 8/6 | 33 Vermont 184.9-2-34 | Property Maint Grass & Junk | Notice issued 7/23 7/28 notice received 8/3 part of front yard mowed junk remains still not in compliance no reply from resident. |

WWTP Daily Work Log for July, 2021

| Date | CO wkcd? | Work Performed |
|-----------------|----------|---|
| Thu, Jul 1, 21 | N | Cleared debris from #1 lift sta pump, hose clarifier to filter trough, hosed wiers, trimmed brush, went to Pike Hardware to pick up part |
| Fri, Jul 2, 21 | N | Cleaned floatables from lift sta, hosed wiers, hosed grit troughs |
| Sat, Jul 3, 21 | N | |
| Sun, Jul 4, 21 | N | |
| Mon, Jul 5, 21 | N | Performed Bi-monthly sampling |
| Tue, Jul 6, 21 | N | Mowed along sewer plant rd & outside compound, weed trimmed |
| Wed, Jul 7, 21 | N | Hosed clarifier to filter trough, took trash to dumpster, finished mowing, hosed lawn mower, hosed south clarifier pump pit |
| Thu, Jul 8, 21 | N | Cleaned floatables from lift sta, cleared debris from #1 lift sta pump, swept lab & b/r floors, hosed south clarifier pump pit, bagged screenings & took to dumpster, hosed grit troughs |
| Fri, Jul 9, 21 | N | Re-primed #1 lift sta pump |
| Sat, Jul 10, 21 | Y | Re-primed #1 lift sta pump, cleaned post-chlorination tank wiers |
| Sun, Jul 11, 21 | Y | Hosed wiers, callb pH meter, cleared debris & changed rubber flapper on #1 lift sta pump, talked to admin about pre-bid conf, started cleaning/prepping for pre-bid conf |
| Mon, Jul 12, 21 | Y | Mopped lab & b/r floors, finished cleaning/prepping for pre-bid conf, Bob Woerthman of M-Tek on site for sales call, Jim Schrader of Share Corp. on site for sales call, conducted pre-bid conf with JP of MRB, conducted plant tour for Trustees McTarnaghan & Wilcox, ~7:20pm alarm, CO Hugli responded |
| Tue, Jul 13, 21 | Y | Perf monthly maint, cleared fallen trees along sewer plant rd, cleared debris from NE lab bldg roof drain, sprayed rubberized coating on roof leaks |
| Wed, Jul 14, 21 | Y | Mowed everything, finished sleaing lab bldg roof leaks, JP of MRB on site to look for core sample info, got push mower running & mowed small spots |
| Thu, Jul 15, 21 | Y | Hosed grit troughs, hosed wiers, bagged screenings & took to dumpster |
| Fri, Jul 16, 21 | N | Lift sta plugged with sock, cleared |
| Sat, Jul 17, 21 | N | Repaired effluent sample cup, started clearing branches along fence line, Ryan and Mike of RG&E on site to look at new power pole location, attended wkly admin mtg |
| Sun, Jul 18, 21 | N | -12:50am alarm, CO Hugli responded. Performed bi-monthly sampling, hosed wiers, callb pH meter & scale, washed gooches & glassware, replaced cracked fill cover plate on #1 lift sta pump, started cleaning for DEC inspection |
| Mon, Jul 19, 21 | Y | Took trash to dumpster, mowed everything, hosed mower, cont'd cleaning for DEC insp, reprimed #1 lift sta pump, cleared debris from #2 lift sta pump, fixed work truck radio, went to Nunda Lumber for parts/supplies |
| Tue, Jul 20, 21 | Y | Finished cleaning for DEC insp, DEC on site to perform annual inspection, went with DEC to Once Again Nut Butter plant to inspect their lift station & grease traps, etc. |
| Wed, Jul 21, 21 | Y | Cleaned floatables from lift sta, removed, cleaned & inspected #1 lift sta pump internal check valve assembly flange, re-did impeller assembly, went to Nunda Lumber for parts, bagged screenings & took to dumpster |
| Thu, Jul 22, 21 | Y | |
| Fri, Jul 23, 21 | Y | |
| Sat, Jul 24, 21 | N | |
| Sun, Jul 25, 21 | N | |
| Mon, Jul 26, 21 | Y | worked on M/R & DMR, went to Shop-N-Save for supplies, truck battery dead, worked on finding the cause, charged battery |
| Tue, Jul 27, 21 | Y | Pumped ~22,500 gallons through press, cleaned post-chlorination tank wiers, finished M/R & DMR, called MW Controls |
| Wed, Jul 28, 21 | N | |
| Thu, Jul 29, 21 | N | |
| Fri, Jul 30, 21 | Y | |
| Sat, Jul 31, 21 | N | Cleaned floatables from lift sta, mowed everything except outside compound, attended bid opening meeting with Admin & JP of MRB |

NOTE: All work listed above is IN ADDITION TO the daily responsibilities of the plant operator

July 2021

WATER AND STREETS SUPERINTENDENT DAILY LOG

Day

| | | | | |
|----|-----------|--------|---------|--|
| 1 | Thursday | 5:30am | 3:30pm | worked with town and finished sewer main to their new facility, Jamie at sewer plant, Markus off |
| 2 | Friday | 6:00am | 12:00pm | Friday morning water samples, cleaned lift station at sewer plant, cleaned turbidimeters at water plant, stakeouts, Jamie at sewer plant, Troy and Markus off |
| 3 | Saturday | | | Brian worked plants |
| 4 | Sunday | | | Brian worked plants |
| 5 | Monday | | | Holiday, Jamie worked plants |
| 6 | Tuesday | 5:30am | 3:00pm | swept streets, worked on fixing street sweeper, stakeouts, Jamie at sewer plant, Markus off |
| 7 | Wednesday | 5:30am | 3:00pm | picked up brush, weed eaten everything in village, stakeouts, started mowing, Jamie at sewer plant, Markus off |
| 8 | Thursday | 5:30am | 3:00pm | finished mowing, patched culvert pipe on East Street, spoke to resident on Fair Street about tree concern, spoke to Seating about milling next week and then paving, worked on street sweeper, Jamie at sewer plant, Brian and Markus off, stakeouts |
| 9 | Friday | 5:30am | 12:00pm | Friday morning water samples, cleaned lift station at sewer plant, placed road closed signs out for tomorrow, stakeouts, Weed eaten at water plant, Jamie at sewer plant, Brian and Markus off |
| 10 | Saturday | | | Markus worked plants, Troy turned power on at gazebo and took railing off for concert-started pre-chlorinating at water plant and watched turbidities all evening and night |
| 11 | Sunday | | | Markus worked plants, Troy did morning ride around and picked up all trash on streets from Americana Days and parade |
| 12 | Monday | 5:30am | 3:00pm | worked on front snow plow prepping for paint, stakeouts, went to resevoir, ordered supplies from Slack Chemicals, changed tubing for chlorine at water plant, Brian off |
| 13 | Tuesday | 5:30am | 3:00pm | painted plow frame and plow, mowed everything, went to pre bid meeting at sewer plant, put broom on backhoe and greased, put signs in place for milling tomorrow, contacted health department about water, Unloaded supplies from Slack Chemical, Brian off |
| 14 | Wednesday | 5:30am | 3:00pm | swept for town while they milled in Dalton, then milled West Street in Village, swept Telegraph Road for town because of flooding, cut hangers out of tree on Mill Street, worked in shop, Brian off |
| 15 | Thursday | 5:30am | 3:00pm | picked up brush from wind storm, contacted Eastman Tree Service-coming next week, reported streetlight outage, stakeouts, cleaned and washed backhoe and broom, gave tour at water plant, Brian off |
| 16 | Friday | 5:30am | 12:00pm | Friday morning water samples, checked chlorine residuals through out village, worked in shop, Brian and Markus off, Jamie at sewer plant |
| 17 | Saturday | | | Jamie worked plants |
| 18 | Sunday | | | Jamie worked plants Troy and Brian-2 hr call out for sewer, #1 lift station pump plugged up and then had trouble getting it to prime |
| 19 | Monday | 5:30am | 3:00pm | flushed hydrants to get better chlorine residual down town, mowed everything called Brownie from Blades and set date for paving, called towns to help with trucks to haul blacktop for paving, stakeouts |
| 20 | Tuesday | 5:30am | 3:00pm | Eastman Tree came and took down 5 trees, weed eaten |
| 21 | Wednesday | 5:30am | 3:00pm | finished weed eating everything, cut rebate and water valves out ready for paving, stakeouts, contacted Kim from RG&E on street lighting, Pike Hardware for supplies |

| | | | | |
|----|-----------------|--------|---------|--|
| 22 | Thursday | 5:30am | 3:00pm | power washed fence at Village Park, hauled millings to water plant and fixed up driveway, picked up wood from tree removal on Tuesday and repaired lawns, creek inspection with DEC and Army Corp, lowered curb stop on Water Street |
| 23 | Friday | 5:30am | 12:00pm | Friday morning water samples, mowed everything in village, discussed things with code officer, stakeouts, cleaned turbidimeters at water plant, worked in shop |
| 24 | Saturday | | | Troy worked plants |
| 25 | Sunday | | | Troy worked plants |
| 26 | Monday | 5:30am | 3:00pm | started cleaning and wiping everything down with bleach/water at water plant, confirmed paving, stakeouts, sharpened lawn mower blades |
| 27 | Tuesday | 5:30am | 3:00pm | swept and worked on West Street getting ready for paving tomorrow, stakeouts, mowed at water plant and resevoir, confirmed trucks with towns |
| 28 | Wednesday | 5:00am | 3:30pm | paved West Street and skim coated spots on Mass-East-Fair Street, took barricades and cones down at 4:45pm and opened street up Markus off |
| 29 | Thursday | 5:30am | 3:00pm | swept blacktop off from Fourth Street, cleaned up blacktop chunks and stone on West Street, started filling in mailbox areas and shoulders, read water meters, Jamie at sewer plant, Markus off |
| 30 | Friday | 5:45am | 12:00pm | Friday morning water samples, stakeouts, cleaned all turbidimeters at water plant, worked in shop, Jamie at sewer plant, Troy off |
| 31 | Saturday | | | Jamie worked plants |

Submitted by _____

Justice Information

| | |
|-----------------------|------------------|
| Municipal Name | Village of Nunda |
| Justice ID | 2443560 |
| Justice Number | 370 |
| Justice Name | Emily Stoufer |

Thank you for submitting your monthly Justice Report. You will receive an email with the status of your report. Please print and retain this page for your records as confirmation of your filing.

Submission Log

08/03/2021 10:31:24 AM / Emily Stoufer / Village of Nunda / Submitted Document

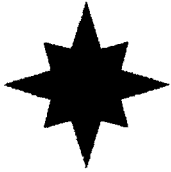
Report Certification

| | |
|-------------------------------|--------------|
| Date Filed | 08/03/2021 |
| Report Period | 07/2021 |
| Report Amount | \$785.00 |
| Date Check Sent to CFO | 08/03/2021 |
| AC-1030 Report File | AC210724.370 |

RECEIVED

AUG 03 2021

VILLAGE OF NUNDA



Five Star Bank

Banking | Investment | Insurance

Date 7/30/21
Account Number _____

Page 1

VILLAGE OF NUNDA
PAYROLL ACCOUNT
4 MASSACHUSETTS ST
PO BOX 537
NUNDA NY 14517

| RELATIONSHIP SUMMARY | | |
|----------------------|-----------------------------|--|
| Account Number | Type of Account | Balance |
| [REDACTED] | Money Market Public Account | 11,873.77 <i>YOUTH RECREATION</i> |
| [REDACTED] | Money Market Public Account | 517.15 <i>UNEMPLOYMENT RESERVE</i> |
| [REDACTED] | Money Market Public Account | 107,436.16 <i>EQUIPMENT RESERVE</i> |
| [REDACTED] | Money Market Public Account | 140,840.05 <i>SNOW EQUIPMENT RESERVE</i> |
| [REDACTED] | Money Market Public Account | 10,012.73 <i>EMPLOYEE BENEFIT RESERVE</i> |
| [REDACTED] | NOW Public Tiered Account | 7,739.10 <i>PAYROLL</i> |
| [REDACTED] | NOW Public Tiered Account | 67,469.11 <i>OLD CHECKING ACCT</i> |
| [REDACTED] | NOW Public Tiered Account | 406,821.54 <i>GENERAL SAVINGS</i> |
| [REDACTED] | NOW Public Tiered Account | 189,931.51 <i>WATER</i> |
| [REDACTED] | NOW Public Tiered Account | 119,840.21 <i>SEWER</i> |
| [REDACTED] | NOW Public Tiered Account | 45,625.78 <i>CAPITAL PROJECTS</i> |
| [REDACTED] | NOW Public Tiered Account | 27,414.49 <i>NEW CONSOLIDATED CHECKING</i> |
| [REDACTED] | Public Checking Account | .00 <i>CDBG</i> |
| [REDACTED] | Certificate of Deposit | 255,987.16 <i>RESERVES</i> |

CHECKING ACCOUNTS

VILLAGE OF NUNDA
PAYROLL ACCOUNT

| | | | |
|---------------------------|------------|--------------------------------|----------------------|
| NOW Public Tiered Account | | | 15 |
| Account Number | [REDACTED] | Statement Dates | 7/01/21 thru 8/01/21 |
| Beginning Balance | 15,211.80 | Days in the Statement Period | 32 |
| 8 Deposits/Credits | 33,230.55 | Average Ledger | 7,820.58 |
| 23 Checks/Debits | 40,703.52 | Average Collected | 7,820.58 |
| Service Charge | .00 | Interest Earned | .27 |
| Interest Credited | .27 | Annual Percentage Yield Earned | 0.04% |
| Ending Balance | 7,739.10 | 2021 Interest Paid | 1.67 |

| DEPOSITS AND CREDITS | | |
|----------------------|--|----------|
| Date | Description | Amount |
| 7/12 | From Checking XX1467 to Checki ng [REDACTED] - Payroll 14 | 1,738.27 |

Payroll # 13

VILLAGE OF NUNDA

06/28/21 10:46:43 AM

Payroll Summary by Employee

Payroll Date: 06/27/21
Check Date: 07/02/21

| Employee | Gross Pay | Fed Tax | NYS Tax | FICA | Micare | Retire Non Tax | Retire Tax | Deduc tions | Banks | Direct Deposit | Net Pay |
|---------------------|-----------------|----------------|---------------|---------------|---------------|----------------|-------------|---------------|----------------|----------------|----------------|
| BENNETT, TROY G. | 2370.96 | 290.95 | 106.34 | 147.00 | 34.38 | | | 153.27 | 1539.02 | 120.76 | 100.00 |
| BENNETT, TROY G. | 130.77 | | | 8.11 | 1.90 | | | | | 446.99 | 0.00 |
| EMKE, BRIAN R. | 2198.52 | 251.00 | 95.50 | 136.31 | 31.88 | | | 162.43 | 1074.41 | 1519.07 | 0.00 |
| HUGI, MARKUS A. | 1860.98 | 88.04 | 77.14 | 115.38 | 26.98 | | | 34.37 | | 363.59 | 0.00 |
| MANN, CONNOR J. | 445.50 | 28.02 | 6.44 | 27.62 | 6.46 | 13.37 | | | | 533.33 | 0.00 |
| MCCALLUM, TAMARA T. | 680.00 | 39.04 | 35.21 | 42.16 | 9.86 | 20.40 | | | | 455.34 | 0.00 |
| MULLIKIN, MARK A. | 611.54 | 64.93 | 23.08 | 37.92 | 8.87 | 21.40 | | | | 950.00 | 1142.39 |
| WOOD, ALAN J. | 1520.00 | 151.04 | 64.69 | 94.24 | 22.04 | 45.60 | | | | | 0.00 |
| WOOD, LEROY J. | 1346.15 | 220.12 | 73.05 | 83.46 | 19.52 | | | | | | 0.00 |
| Total | 11164.42 | 1133.14 | 481.45 | 692.20 | 161.89 | 100.77 | 0.00 | 350.07 | 2613.43 | 4389.08 | 1242.39 |

CERTIFICATE OF THE DEPARTMENT HEAD

I HEREBY CERTIFY that the persons named in the foregoing payroll are employed solely in and have actually performed the proper duties of positions and employments indicated, and that the persons described herein as "laborers" are employed at ordinary unskilled labor only; that said payroll ending 06/27/21 is approved at \$ 11,164.42 and is certified for payment from the appropriations authorized and that the persons named herein, except those appointed and employed as laborers have taken and filed the Constitutional Oath in accordance with the provisions of Chapter 574, Laws of 1917.

Date 6/28/21 Signature [Signature] Title CEO

Payroll # 14

07/12/21 02:26:00 PM

VILLAGE OF NUNDA

Payroll Summary by Employee

Payroll Date: 07/11/21

Check Date: 07/16/21

| Employee | Gross Pay | Fed Tax | NYS Tax | FICA | M'care | Retire Non Tax | Retire Tax | Deductions | Banks | Direct Deposit | Net Pay |
|------------------------|-----------------|----------------|---------------|---------------|---------------|----------------|-------------|---------------|----------------|----------------|----------------|
| BENNER, LIBBY K. | 262.50 | 11.06 | | 16.28 | 3.81 | | | | | | 231.35 |
| BENNETT, TROY G. | 1976.00 | 205.66 | 83.20 | 122.51 | 28.65 | | | 145.99 | 1289.99 | | 100.00 |
| BENNETT, TROY G. | 130.77 | | | 8.11 | 1.90 | | | | | | 0.00 |
| CARTWRIGHT, ILISA D. | 516.67 | 3.19 | 8.44 | 32.03 | 7.49 | 15.50 | | | | | 450.02 |
| CARTWRIGHT, MIRANDA E. | 266.70 | 11.48 | | 16.54 | 3.87 | | | | | | 234.81 |
| DAVIS, KENDELLE A. | 264.60 | 11.27 | | 16.41 | 3.84 | | | | | | 233.08 |
| EMKE, BRIAN R. | 1998.52 | 210.25 | 84.44 | 123.91 | 28.98 | | | 147.65 | 1074.41 | | 328.88 |
| GORDINIER, JOHN W. | 658.34 | | 14.23 | 40.82 | 9.55 | | | | | | 593.74 |
| HERMAN, MIKAYLA A. | 264.60 | 11.27 | | 16.41 | 3.84 | | | | | | 233.08 |
| HUGI, MARKUS A. | 2209.88 | 129.13 | 97.59 | 137.01 | 32.04 | | | 40.82 | | | 1773.29 |
| KARST, KYLE M. | 337.50 | 18.56 | 2.12 | 20.93 | 4.89 | | | | | | 291.00 |
| LUTHER, JUDE D. | 281.25 | 12.93 | | 17.44 | 4.08 | | | | | | 246.80 |
| MANN, CONNOR J. | 519.75 | 35.22 | 9.41 | 32.22 | 7.54 | 15.59 | | | | | 419.77 |
| MCCALLUM, TAMARA T. | 680.00 | 39.04 | 35.21 | 42.16 | 9.86 | 20.40 | | | | | 533.33 |
| MULLIKIN, MARK A. | 611.54 | 64.93 | 23.08 | 37.92 | 8.87 | 21.40 | | | | | 455.34 |
| WOOD, ALAN J. | 1748.00 | 177.58 | 78.30 | 108.38 | 25.35 | 52.44 | | | | | 1305.95 |
| WOOD, LEROY J. | 1346.15 | 220.12 | 73.05 | 83.46 | 19.52 | | | | | | 950.00 |
| Total | 14072.77 | 1161.69 | 509.07 | 872.54 | 204.08 | 125.33 | 0.00 | 334.46 | 2364.40 | 4581.37 | 3919.83 |

CERTIFICATE OF THE DEPARTMENT HEAD

I HEREBY CERTIFY that the persons named in the foregoing payroll are employed solely in and have actually performed the proper duties of positions and employments indicated, and that the persons described herein as "laborers" are employed at ordinary unskilled labor only; that said payroll ending 07/11/21 is approved at \$ 14,072.77 and is certified for payment from the appropriations authorized and that the persons named herein, except those appointed and employed as laborers have taken and filed the Constitutional Oath in accordance with the provisions of Chapter 574, Laws of 1917.

Date 7/12/21 Signature LeRoy Wood Title CEO

 Date _____ Signature _____ Title _____

VILLAGE OF NUNDA
Payroll Summary by Employee

Payroll Date: 07/25/21
Check Date: 07/30/21

| Employee | Gross Pay | Fed Tax | NYS Tax | FICA | M'care | Retire Non Tax | Retire Tax | Deductions | Banks | Direct Deposit | Net Pay |
|-------------------------|-----------------|----------------|---------------|----------------|---------------|----------------|-------------|---------------|----------------|----------------|----------------|
| BENNER, LIBBY K. | 537.50 | 38.62 | 10.12 | 33.33 | 7.79 | | | | | | 447.64 |
| BENNETT, TROY G. | 2445.06 | 301.23 | 109.13 | 151.59 | 35.45 | | | 180.64 | 1567.02 | | 100.00 |
| BENNETT, TROY G. | 130.77 | | | 8.11 | 1.90 | | | | | 120.76 | 0.00 |
| CARTWRIGHT, ILSA D. | 516.67 | 3.19 | 8.44 | 32.03 | 7.49 | 15.50 | | | | | 450.02 |
| CARTWRIGHT, MIRANDA E. | 546.10 | 39.65 | 10.46 | 33.86 | 7.92 | | | | | | 454.21 |
| DAVIS, KENDELLE A. | 541.80 | 39.13 | 7.21 | 33.59 | 7.86 | | | | | | 454.01 |
| DUFFY, SHEILA L. | 535.00 | 50.00 | 10.00 | 33.17 | 7.76 | | | | | 434.07 | 0.00 |
| EMKE, BRIAN R. | 1728.06 | 166.16 | 69.49 | 107.14 | 25.06 | | | 127.67 | 1074.41 | 158.13 | 0.00 |
| GORDINIER, JOHN W. | 658.34 | | 14.23 | 40.82 | 9.55 | | | | | | 593.74 |
| HERMAN, MIKAYLAA. | 579.60 | 43.67 | 11.80 | 35.94 | 8.40 | | | | | | 479.79 |
| HUGI, MARKUS A. | 1926.44 | 95.75 | 80.98 | 119.44 | 27.93 | | | 35.58 | | 1566.76 | 0.00 |
| KARST, KYLE M. | 603.75 | 46.57 | 12.77 | 37.43 | 8.75 | | | | | | 498.23 |
| LUTHER, JUDE D. | 503.13 | 35.12 | 8.74 | 31.19 | 7.30 | | | | | | 420.78 |
| MANN, CONNOR J. | 540.00 | 37.19 | 10.22 | 33.48 | 7.83 | 16.20 | | | | | 0.00 |
| MCCALLUM, TAMARA T. | 637.50 | 34.91 | 33.29 | 39.53 | 9.24 | 19.13 | | | | | 0.00 |
| MULLIKIN, MARK A. | 611.54 | 64.93 | 23.08 | 37.92 | 8.87 | 21.40 | | | | | 0.00 |
| STOUFER-QUINN, EMILY E. | 585.00 | 25.58 | | 36.27 | 8.48 | | | | | | 0.00 |
| WOOD, ALAN J. | 1823.82 | 192.26 | 82.83 | 113.08 | 26.45 | 54.71 | | | | | 1354.49 |
| WOOD, LEROY J. | 1346.15 | 220.12 | 73.05 | 83.46 | 19.52 | | | | | | 0.00 |
| Total | 16796.23 | 1434.08 | 575.84 | 1041.38 | 243.55 | 126.94 | 0.00 | 343.89 | 2641.43 | 5136.21 | 5252.91 |

CERTIFICATE OF THE DEPARTMENT HEAD

I HEREBY CERTIFY that the persons named in the foregoing payroll are employed solely in and have actually performed the proper duties of positions and employments indicated, and that the persons described herein as "laborers" are employed at ordinary unskilled labor only; that said payroll ending 07/25/21 is approved at \$ 16,796.23 and is certified for payment from the appropriations authorized and that the persons named herein, except those appointed and employed as laborers have taken and filed the Constitutional Oath in accordance with the provisions of Chapter 574, Laws of 1917.

Date 7/27/21 Signature *I. Royford* Title CFO

July 2021

Village Administrator/Clerk-Treasurer Monthly Report

| Day | Time In | Time Out | Departmental Work | |
|-----|-----------|----------|-------------------|--|
| 1 | Thursday | 0745 | 1800 | Tax Collection, Nuisance Law mailings |
| 2 | Friday | 0708 | 1730 | Tax Collection, Nuisance Law mailings, banking, Monthly Fin Rpts |
| 3 | Saturday | | | |
| 4 | Sunday | | | |
| 5 | Monday | 1709 | 1815 | 7H July 4th Observed, Police Comm. Mtg, End of Month Fin Rpts |
| 6 | Tuesday | 0808 | 1600 | End of Month Fin Rpts, Land Grant, Board Mtg Agenda |
| 7 | Wednesday | 0732 | 1535 | End of Month Rpts, Land Grant |
| 8 | Thursday | 0805 | 1600 | Land Grant Qtrly Rpts, Board Mtg Agenda, A/P |
| 9 | Friday | 0643 | 1605 | Board Mtg Agenda, Land Grant, A/P |
| 10 | Saturday | | | |
| 11 | Sunday | | | |
| 12 | Monday | 0801 | 2135 | Board Mtg Agenda, Conference Call-Land Grant Funding, Payroll, A/P |
| 13 | Tuesday | 0659 | 1600 | A/P, banking, Land Grant, WWTP CIP Pre-Bid Conference |
| 14 | Wednesday | 0710 | 1500 | Board Mtg Minutes, Land Grant, Board of Elections |
| 15 | Thursday | 0752 | 1600 | BOE, Land grant, Youth Recreation Mtg, Banking |
| 16 | Friday | 0634 | 1600 | Board mtg minutes, Land Grant, emails |
| 16 | Friday | 1834 | 1905 | File Death Certificate |
| 17 | Saturday | | | |
| 18 | Sunday | | | |
| 19 | Monday | 0727 | 1600 | Land Grant, website, Insurance-cyber, Letchworth Gateways |
| 20 | Tuesday | 0800 | 1605 | Land Grant, emails, Police Comm Mtg, Board mtg agenda, Pay Policy |
| 21 | Wednesday | 0715 | 1600 | Land Grant, Property Maintenance Law, Notice, |
| 22 | Thursday | 0825 | 1600 | Board mtg agenda, A/P, Land Grant |
| 23 | Friday | 0827 | 1600 | CDBG, A/P, banking, Board Mtg Agenda, Land Grant |
| 24 | Saturday | | | |
| 25 | Sunday | 0758 | 1200 | Board mtg agenda, land grant, CDBG#2 |
| 26 | Monday | 0812 | 2115 | Board mtg agenda, Land Grant, Payroll, banking |
| 27 | Tuesday | 0612 | 1446 | A/P, banking, Land Grant, Board mtg minutes, Payroll |
| 28 | Wednesday | 0746 | 2100 | Board meeting minutes, Land Grant, Joint Board mtg agenda, Tax abatement |
| 29 | Thursday | 0811 | 1605 | Board mtg minutes, banking, read water meters-process, banking |
| 30 | Friday | 0656 | 1605 | Land grant, WWTP CIP, Board mtg minutes, banking |
| 31 | Saturday | 0908 | 1225 | Tax collection, land grant, CDBG#2 |

Submitted by _____ Date _____

Hours of Operation
 M-F 8:30 AM - 4:00 PM
 Closed for lunch 1215 - 1245
 Closed holidays

ABSTRACT OF AUDITED VOUCHERS

GENERAL FUND

VILLAGE OF NUNDA

LIVINGSTON COUNTY, NEW YORK

DATE OF AUDIT: 08/06/2021

NUMBER 004

TOTAL CLAIMS: \$62,263.45

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

| Voucher # | Claimant | Account # | Amount | Check |
|-----------|--|-----------|-----------|-------|
| 5406 | A.L. BLADES 21838-10/WEST STREET PAVING | A5112.2 | 51,816.91 | |
| 5408 | ROBERT B. DEMING 20210901-VON/WEBSITE MANAGEMENT | A1325.4 | 891.00 | |
| 5411 | NYS ASSN OF CITY & VILL CLERKS 8/2/2021/ANNUAL MEMBERSHIP DUES | A1325.4 | 50.00 | |
| 5412 | COMMISSIONER OF LABOR 21003576/BOILER STATE INSPECTION 1 MILL STREET | A1620.4 | 75.00 | |
| 5413 | NYSEG 8/2/21/1 MILL STREET | A1620.4 | 62.90 | |
| 5414 | RILEIGHS OUTDOOR DECOR INV0076/DONATED SNOWFLAKE LIGHTING | A7550.4 | 2,482.16 | |
| 5416 | SHOP N SAVE 04508154/SOAP | A1640.4 | 2.79 | |
| 5419 | STAPLES ADVANTAGE 3482388954/OFFICE SUPPLIES | A1325.4 | 139.77 | |

Total:

55,520.53

ABSTRACT OF AUDITED VOUCHERS

WATER

VILLAGE OF NUNDA

LIVINGSTON COUNTY, NEW YORK

DATE OF AUDIT: 08/06/2021

NUMBER 004

TOTAL CLAIMS: \$62,263.45

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

| Voucher # | Claimant | Account # | Amount | Check |
|-----------|---|-----------|----------|-------|
| 5409 | LIFE SCIENCE LABORATORIES INC 2110446/ANALYSIS | F8330.4 | 82.50 | |
| 5409 | LIFE SCIENCE LABORATORIES INC 2111513/ANALYSIS | F8330.4 | 27.50 | |
| 5413 | NYSEG 8/2/21/9510 NUNDA DALTON RD | F8340.4 | 44.59 | |
| 5416 | SHOP N SAVE 04508153/DISTILLED WATER | F8340.4 | 1.29 | |
| 5418 | SLACK CHEMICAL COMPANY 423883/CHEMICALS FOR WATER PLANT | F8330.4 | 3,738.43 | |
| 5418 | SLACK CHEMICAL COMPANY 185325/CREDIT MEMO | F8330.4 | -712.00 | |
| 5421 | WATER ENVIRONMENT FEDERATION RE90BE/RENEWAL OF MEMBERSHIP T. BENNETT | F8310.4 | 125.00 | |
| Total: | | | 3,307.31 | |

ABSTRACT OF AUDITED VOUCHERS

SEWER FUND

VILLAGE OF NUNDA

LIVINGSTON COUNTY, NEW YORK

DATE OF AUDIT: 08/06/2021

NUMBER 004

TOTAL CLAIMS: \$62,263.45

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

| Voucher # | Claimant | Account # | Amount | Check |
|-----------|---|-----------|----------|-------|
| 5407 | CID-DIVISION OF WASTE MGTE 0351603-2225-7/TRASH PICK-UP AT SEWER PLANT | G8090.4 | 90.93 | |
| 5415 | ROLL-N-VIEW FARM 4/28/21/SPREADING OF SLUDGE | G8130.4 | 2,680.00 | |
| 5416 | SHOP N SAVE 01419609/PAPER TOWEL, TOILET PAPER | G8110.4 | 21.38 | |
| 5416 | SHOP N SAVE 01413276/PAPER TOWEL | G8110.4 | 17.68 | |
| 5420 | USA BLUE BOOK 590356/FREIGHT NOT PAID AT THE TIME OF INVOICE | G8130.4 | 28.83 | |
| Total: | | | 2,838.82 | |

ABSTRACT OF AUDITED VOUCHERS

YOUTH RECREATION

VILLAGE OF NUNDA

LIVINGSTON COUNTY, NEW YORK

DATE OF AUDIT: 08/06/2021

NUMBER 004

TOTAL CLAIMS: \$62,263.45

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

| Voucher # | Claimant | Account # | Amount | Check |
|-----------|---|-----------|--------|-------|
| 5410 | MINNEHANS FUN CENTER 7/28/2021/YOUTH RECREATION FIELD TRIP | J7140.4 | 324.00 | |
| 5417 | SHOP N SAVE 04512178/VEGETABLE OIL, COLORING, SALT, FLOUR | J7140.4 | 37.89 | |
| 5417 | SHOP N SAVE 02465532/BATH TISSUE, CUPS, BAGS | J7140.4 | 21.27 | |
| 5417 | SHOP N SAVE 04510817/VINEGAR, GLOVES, SAFETY PINS, DYE | J7140.4 | 33.91 | |
| 5417 | SHOP N SAVE 02464747/PAPER TOWEL, DRINK, COOKIES | J7140.4 | 17.28 | |
| 5419 | STAPLES ADVANTAGE 3482388954/CUPS YOUTH RECREATION | J7140.4 | 162.44 | |

Total: 596.79

To the Treasurer of the above VILLAGE:

The above listed claims having been presented to the _____
of the above-named Village, and having been duly audited and allowed in the amounts as shown on the
above-mentioned date, you are hereby authorized and directed to pay each of the listed claimants the amount
allowed upon his claim appearing opposite his name.

In Witness Whereof, I have hereunto set my hand as _____ at

the above Village this _____ day of _____, 20 _____

Signature

**VILLAGE OF NUNDA
TAX ABATEMENT**

Resolution No. 2021-_____

WHEREAS, the Village of Nunda is a municipal corporation located in the County of Livingston, Town of Nunda, and Dalton-Nunda School District in the State of New York; and

WHEREAS, the Village of Nunda currently owns several parcels located in the Town of Nunda, New York; and pays property taxes on these parcels to the Town of Nunda, Dalton-Nunda School District and the County of Livingston; and

WHEREAS, the Village of Nunda has researched and submitted an application for a New York State Water Quality Improvement Project (WQIP) Grant that would provide funding to purchase three parcels in the Town of Nunda adjacent to current owned Village properties that would increase the water source protection area of the municipal water source; and

WHEREAS, the Village of Nunda was awarded such grant funding for the purchase of three parcels to include administrative costs; and

WHEREAS, the Village of Nunda does provide water and sewer services to multiple Dalton-Nunda School District locations and some Town of Nunda residents through proper water districting requirements; and

THEREFORE, BE IT RESOLVED, the Village of Nunda desires to enter into an agreement with the Town of Nunda to provide a tax abatement on the following properties for the period of twenty-five (25) years to include the three properties to be acquired through the New York State Land Acquisition Grant through WQIP, when at that time of expiration – in the year 2046, a new agreement will be formulated and established.

| Assessed | Total | | |
|-------------------------|-------------------------------------|--------------|------------------|
| <u>Tax Map ID</u> | <u>Location</u> | <u>Value</u> | <u>Abatement</u> |
| 198.-1-73 | Water Treatment Plant | \$765,978 | \$115,000 |
| 198.-1-74 | NYS Route 70 – 26.16 acres | \$ 15,000 | \$ 15,000 |
| 208.-1-15.1 | Chidsey Road – 61 acres (reservoir) | \$254,798 | \$ 38,250 |
| 209.-1-23.1 | NYS Route 70 – 43.30 acres | \$ 20,000 | \$ 20,000 |
| 640.89-999-232.700-1881 | Water transmission lines | \$218,724 | \$ 32,810 |
| *208.-1-11.1 | Gilbert Road – 25.98 acres | \$ 30,400 | \$ 30,400 |
| *208.-1-20.123 | NYS Route 70 – 128.54 acres | \$207,500 | \$ 31,125 |
| *209.-1-10 | NYS Route 70 – 25.62 acres | \$ 20,000 | \$ 20,000 |

*Properties to be added through the finalization of the Land Grant with NYS WQIP

NOW, THEREFORE BE IT RESOLVED, the Nunda Village Board of Trustees approves entering into a twenty-five-year agreement with the Town of Nunda on tax abatement for properties listed above, and with such approval, this agreement will direct specific land uses and oversight of properties by stakeholders involved while preserving the source water protection area the Village of Nunda requires for its municipal water source.

Village of Nunda

Proposition No. 1

Background Information:

On July 12, 2021, The Village Board of Trustees of the Village of Nunda adopted Local Law No. 2 of 2021, Opting Out of Licensing and Establishing Retail Cannabis Dispensaries and On-site Cannabis Consumption Establishments within the Village of Nunda.

The purpose of this Local Law is to prohibit retail cannabis dispensaries and on-site cannabis consumption establishments in the Village of Nunda.

This local law was adopted by vote of the Nunda Village Board of Trustees, pursuant to Marihuana Regulation Taxation Act of New York State - Cannabis Law § 131, which expressly authorizes villages to opt-out of allowing retail cannabis dispensaries and on-site cannabis consumption establishments within its boundaries.

The law will not take effect until:

- Forty-five (45) days have passed following the adoption of the law and
- The law is approved by the electorate of the Village of Nunda (if a permissive referendum is authorized and held at a regular or special election)

The purpose of this special election and referendum, is to allow residents of the Village of Nunda to make a final determination regarding Local Law No. 2 of 2021. On July 12, 2021, the Nunda Village Board took all necessary actions to authorize this special election and referendum.

Please note that in voting for or against the following proposition, a vote of “Yes” is a vote to prohibit Licensing and Establishing Retail Cannabis Dispensaries and On-site Cannabis Consumption Establishments within the Village of Nunda, while a vote of “No” is a vote not to prohibit such licensing.)

Proposition (Vote “YES” or “NO” by marking the appropriate box):

Should the Village of Nunda continue to opt-out of (prohibit) licensing and establishing retail cannabis dispensaries and on-site cannabis consumption establishments within the Village of Nunda?

YES

NO

VILLAGE OF NUNDA VEHICLE USE POLICY

Approved by Village Board of Trustees

Approved on: _____

1) PURPOSE

- A. This Policy outlines the use of vehicles for work used on behalf of the Village of Nunda.
- B. Operators of the Village of Nunda owned or leased motor vehicles shall always drive safely, legally and courteously, remembering that they are directly responsible for maintaining both Village of Nunda owned property and public trust.
- C. Employees are expected to operate vehicles safely. It is the policy of the Village of Nunda to provide a safe working environment that protects our employees and our citizens from injury and property loss. The Village of Nunda considers the use of vehicles part of the working environment. The Village of Nunda is committed to safe responsible employee driving behavior that reduces the risk of personal injury and property loss.
- D. This policy applies to all employees and volunteers* who operate vehicles for the municipality. These drivers will be referred to as "employee drivers" and will be reviewed by supervisors to ensure full implementation and compliance.

*Volunteers are those that volunteer on a regular basis, or through a school-sponsored program.

2) USE

- A. Vehicles owned or leased by the Village of Nunda are to be used for the functions of the Village of Nunda. Personal use or any other type of use must be authorized by the governing board.
- B. Department of Public Works and Waste Water Treatment Plant Superintendents are entrusted with the care and keeping of the vehicles under their auspices and may not assign that responsibility to an employee.
- C. Domicile to duty is authorized for employees who may be assigned fieldwork while performing off hour responsibilities for the Village of Nunda. Prior approval of driving a vehicle home is required by the respective superintendent.

Agency Owned Vehicles

Vehicles:

Employees must be authorized by their supervisor to operate an agency vehicle.

Vehicles over 26,000 gross vehicle weight require a commercial driver's license (CDL).

3) ASSIGNED OR PERMISSIVE DRIVERS

- A. Each employee assigned to operate a Village of Nunda vehicle is required to have a valid driver's license. Should an employee's driver's license expire, be revoked or suspended, the employee shall immediately notify his or her supervisor. At the time of the suspension, the employee's municipalities vehicle-use privileges will be suspended until the employee's driver's license has been fully restored and validated.

- B. Except in the case of an emergency, the employee and/or officers assigned or permitted to drive a municipality vehicle, **may not** allow others, to operate the vehicle. This permission will be granted by the employee's supervisor only.
- C. Each employee assigned or permitted to operate a municipality vehicle shall be responsible for the following:
 - 1. Proper and safe operation of the vehicle;
 - 2. Service and maintain the vehicle in accordance with the manufacturer's recommendations;
 - 3. Maintain vehicle registration, license plates and inspections; and
 - 4. Participate in vehicle safety and defensive driving training as required by the Village of Nunda.
- D. Only employees and officers of the Village of Nunda and *work related passengers* are authorized to travel in a municipality owned vehicle. Non-work related passengers are not authorized to travel in a municipality owned vehicle.

4) DRIVER EVALUATION

Employees will be evaluated and selected based upon their driving ability. To evaluate employees as drivers, management may:

- A. Review past driving performance and work experience through reference checks with previous employers.
- B. Review the employee's Driver's License Record (DLR).
- C. Ensure the employee has a valid driver's license.
- D. Ensure the employee is qualified to operate the type of vehicle he/she will drive.

5) SEATBELT USE

All drivers and passengers are required to utilize seatbelts as mandated by law.

6) MOBILE COMMUNICATION DEVICE, CELL PHONE AND COMPUTER USE

The driver of a Village of Nunda vehicle, or any other vehicle being used for Village business, is prohibited from using a mobile communication device, cell phone or computer of any type while the vehicle is in motion. Drivers must be safely parked before using phone or mobile computer equipment. A mobile communication device is defined as "a text messaging device or a wireless, two-way communication device designed to receive and transmit voice or text communication".

7) SMOKING AND/OR CHEWING PRODUCTS PROHIBITION IN VEHICLES

Any/all smoking and/or chewing products are expressly prohibited in all Village of Nunda vehicles and equipment.

8) IMPAIRED DRIVING

The driver must not operate a vehicle when his/her ability to do so is impaired or influenced by: alcohol, illegal drugs or other illegal substances, prescribed or over-the-counter medication, or illness, fatigue or injury.

The employee driver is obligated to report to his/her supervisor any reason that may affect his/her ability to drive safely.

9) PROOF OF INSURANCE

Employee drivers must make sure that the current insurance card is kept in the vehicle at all times.

10) ACCIDENT REPORTING

- A. In the event of an accident, the driver shall, when possible, first check on the safety and welfare of all persons involved and seek immediate medical attention should it be required for themselves or others. If possible, move the vehicle to a safe location out of the way of traffic.
- B. Drivers shall always have a police officer investigate any accident that involves a Village of Nunda vehicle. This will help ensure that the Village is protected from unwarranted claims. Do not discuss fault with, or sign anything from anyone except from a police officer.
- C. Drivers shall notify their supervisor as soon as possible of the accident and report the extent of the injuries and property damage involved.
- D. Drivers shall cooperate fully with police departments and current Village Insurance Claims Department in the handling of the claim.

11) TRAFFIC VIOLATIONS

All fines and other criminal penalties due to violations of the law by the driver are the personal responsibility of the driver of any Village of Nunda vehicle. These costs are not reimbursable by the Village of Nunda and must be paid promptly by the driver. If such violation occurs, the employee's immediate supervisor shall be contacted with a detailed written description of violation reported.

12) VEHICLE MAINTENANCE AND REPAIR

- A. If a Village of Nunda vehicle is in need of general repairs, the vehicle should be taken to a vendor the responsible superintendent(s) approves of for such repairs.
- B. Prior to scheduling any *major* repairs or major maintenance needs, the driver must advise their supervisor and in turn the governing board for approval and any further instructions.

ACKNOWLEDGMENT OF RECEIPT OF THE VILLAGE OF NUNDA
VEHICLE USE POLICY.

I, _____ acknowledge receipt of the _____ Vehicle Use Policy, approved on _____.

Please initial each statement below if it is true.

___ I understand that it is my responsibility to read and understand the contents of this Policy.

___ I understand that I am obligated to perform my duties of employment in conformance with the provisions of this Policy and any additional rules, regulations, policies or procedures imposed by the department in which I work whether or not I choose to read the Policy.

___ I understand that this Policy may be modified without prior notice to me.

___ I understand that should this Policy be modified that I will be provided with a copy of the modification.

DATED this _____ day of _____, 20 ____.

(Employee)

I, _____, provided a paper copy of the Village of Nunda Vehicle Use Policy to the employee listed above, as approved by the governing Board on this _____ day of _____, 20 ____.

Village Clerk-Treasurer