

December 11, 2017

**The Regular Meeting of the Nunda Village Board of Trustees was held on December 11, 2017, at the Nunda Government Center Building, at 7:00 PM with the following present:**

**Mayor:** Robert Cox  
**Deputy Mayor:** Fritz Amrhein  
**Trustees:** Darren Snyder  
Mel Allen  
Jack Morgan

**Water and Streets Superintendent:** Troy Bennett arrived at 7:02 PM  
**Waste Water Treatment Plant Operator:** Markus Hugi arrived at 7:04 PM  
**Code Enforcement/Zoning Officer:** Mark Mullikin  
**Clerk-Treasurer:** LeRoy Wood

<b>Citizens:</b>	Ron Adam	Alex Pierce	June Webster	Brandy Cook
	Darin Brady	Adain Douglas	Jeanne Matossian	Tom Cook

**Mayor Cox** - called the meeting to order at 7:00 PM

**Roll Call:** Trustee Morgan arrived at 7:04 PM

**Pledge of Allegiance:** led by Mayor Cox

**Visitor Forum:**

June Webster presented Be Well in Livingston, A Path to Wellness in Nunda. The plan is to provide a long term connecting trail in conjunction with the Nunda Historical Society. Kick-off would be right after the New Year and provide residents with a self-guided tour approximately one mile in length beginning and ending at the Nunda Historical Society. Signs and placards describing the trail would need to be placed in locations throughout the Village. Mayor Cox stated that it would be up to the property owner should such sign or placard be posted on private property. June Webster and Mr. Tom Cook thanked the Village Board for their time and support.

Village retiree Ron Macomber has requested to remain on the Village healthcare program after his post-employment benefit runs out in October 2018. Mr. Macomber stated he would pay for the policy out his own pocket until such time as he turns 65 years of age.

**MOTION** was made by Trustee Morgan to approve a change to the Village Employee Policy to add any retiree to remain on the Village healthcare program so long as a program exists and that full payment for any healthcare plan would be the responsibility of the retiree and not the Village, seconded by Deputy Mayor Amrhein. Carried 5-0.

Jeanne Matossian requested in working with local youth to create and add two Little Free Library book box displays for the kids to help with creativity and to give the youth and adults access to free books. Sites for these book displays were discussed and decided upon with one being located at the Nunda Village Building 1 Mill Street and the other at the Village Park located on East Street.

**MOTION** was made by Trustee Morgan to approve the placement of two Little Free Library book boxes within the Village of Nunda with one being placed at 1 Mill Street in the Village and one being placed at the Village Park, seconded by Deputy Mayor Amrhein. Carried 5-0.

**Approval of Minutes**

A. November 16, 2017

**MOTION** was made by Deputy Mayor Amrhein to approve the minutes as presented, reviewed and discussed, seconded by Trustee Snyder. Carried 5-0.

**Approval of Invoices**

A. Abstract No. 016

The Nunda Village Board of Trustees has reviewed, discussed and approved invoices for payment on Abstract No. 016 as follows:

GENERAL -	\$ 20,624.29
WATER -	\$ 6,330.64
SEWER -	\$ 12,974.52
YOUTH -	\$ <u>          .00</u>
	<b>\$ 39,929.45</b>

The **MOTION** was made by Trustee Morgan, seconded by Trustee Snyder. Carried 5-0.

### **Reports**

#### *A. Police*

1. Monthly Report – November 2017
2. Town of Nunda Budget Report – not provided
3. Payroll Reports – November 2017
4. Police Chief Uniform Log

Nunda Police Officers attended child safety seat training.

Discussion on the Joint Village/Town Police Commissioner's Board and the need for a Clerk to the Board for administrative responsibilities such as minute taking, public notice notifications, and other such duties as required and assigned for this Board.

**MOTION** was made by Deputy Mayor Amrhein to approve LeRoy J. Wood to serve as Clerk to the Board for the Joint Village/Town Police Commissioner's Board, seconded by Trustee Snyder. Carried 5-0.

Trustee Morgan met with Keshequa School Superintendent Kopp in reference to crossing guards at the corner of Mill Street and State Street. There have been numerous calls on traffic not stopping at this intersection at all times of the day. Crossing guards would be senior students eighteen years of age and looking at working on community service credits prior to graduation. Background checks, training in working with minors, and discussion with the Village and School attorneys would need to take place to discuss liability prior to any action put in place. The process is in the planning stage at this time.

#### *B. Code Enforcement/Zoning*

1. Monthly Report – November 2017

#### *C. Sewer*

1. Land spreading completed

#### *D. Department of Public Works*

1. November 2017 Calendar
2. Leaf pick-up

Leaf pick-up was extended due to residents on East Street placing leaves in the Village Street creating a safety hazard. Village DPW requested and was granted use of the Town of Nunda leaf pick-up equipment as the Village had already, per schedule, had their equipment winterized and stored for winter. Leaves were picked up thus alleviating any safety hazards on the streets of the Village.

Mayor Cox stated he would like to extend leaf pick-up an additional week next year, weather permitting. Mayor Cox stated we are a customer services oriented municipality.

#### *E. Water*

1. Floor painted at Water Plant

#### *F. Justice*

1. Monthly Reports – November 2017

### G. *Treasurer's Reports*

1. Monthly Treasurer's Reports – November 2017
2. Monthly Bank Statement Account – Clerk-Treasurer Wood provided a copy of the November 2017 bank statement to each Village Board of Trustees member.

Thorough discussion of **each** account, along with proper bank required collateralization on all interest-bearing accounts (accrued) in excess of \$250,000 FDIC were reviewed. For the month of November 2017, Five Star Bank *did not* provide enough coverage. Clerk-Treasurer Wood will need to contact Five Star and request a signed letter stating ample funds were available to cover any mishap that may have occurred during the Month of November 2017.

The monthly Treasurer's Report was then compared to each bank account. All bank accounts ending balances *did match* the Treasurer's Report, as presented.

The *Detail of Revenues* and *Detail of Expenditures* Statements were provided to each Board member **for each fund** and was discussed thoroughly.

### H. *ZBA/Planning Board*

1. Working on the Joint Town/Village Comprehensive Plan
2. Planning Board meeting minutes dated November 7, 2017 reviewed
3. Zoning Board meeting minutes dated November 15, 2017 reviewed

### I. *Youth Recreation*

#### J. *Board Departmental Liaison Reports*

1. Administrative
2. Water
3. Other utilities
4. Youth/Parks – A review of the current Park Rules is still in progress
5. Budget Preparation
6. Code Enforcement

**MOTION** was made by Trustee Morgan that the Nunda Village Board of Trustees accepts the reports as presented, seconded by Deputy Mayor Amrhein. Carried 5-0.

### **New Business**

#### A. *Tires for Village Trucks*

The Village received two quotes, per Procurement Policy, on replacement tires for both Village Ford pick-up trucks. First quote from Douglass Ford for four tires (LT265/75R17), set, and mounted totaled \$ 698.00. Second quote from Sedam Tires for same exact tires including set, mounting, and disposal was \$ 766.64.

**MOTION** was made by Deputy Mayor Amrhein to approve the purchase of (two) four sets of tires for Village trucks at a price of \$ 698.00 per set from Douglass Ford, seconded by Trustee Snyder. Carried 5-0.

#### B. *Intermunicipal Agreement Extension with Livingston County*

### **Resolution No. 2017-054**

**BE IT RESOLVED**, that the Nunda Village Board of Trustees approve extending the existing Inter-Municipal Agreement with Livingston County for Machinery, Tools, Equipment and Services Sharing through December 31, 2018 under the same terms and conditions as original contract. The motion was made by Trustee Morgan, seconded by Deputy Mayor Amrhein. Carried 5-0.

#### C. *Waste Management Services Agreement*

**MOTION** was made by Trustee Morgan to enter into an agreement for three years for trash pick-up services using Waste Management of New York, seconded by Deputy Mayor Amrhein. Carried 5-0.

#### D. *Police Department Commissioner's Board*

Monthly meeting with Police Commissioners and Police Chief usually takes place the first

Monday of each month.

### **Old Business**

#### A. Disposition of Village DPW Property

Village Attorney visited and toured the Village DPW Property at 20 South Church Street. Disposition of this property is to be determined with assistance of the Village Attorney. An abstract on file with the Village Clerk-Treasurer from 1983 was provided to Village Attorney for review and research purposes. Two surveyed maps were reviewed one dated 1988 showing the Village owning the property in question and one dated 2016 showing the Smith's owning the property. No taxes have been paid on this property in question to date.

#### B. Municipality Insurance Update

Three quotes for municipality insurance were sought. Only two companies responded, Tompkins Insurance and Western New York Insurance. Both quotes were well below insurance paid for over the past three years annually. Tompkins Insurance quote was \$ 25,254.00 and Western New York Insurance was \$ 23,639.00. Tompkins Insurance provided a detailed breakdown of each section of insurance as Western New York provided cost and somewhat of a breakdown of each section. Due to the twenty plus year relationship with Tompkins Insurance and as the Town of Nunda has Tompkins Insurance, the Village has decided for continuity purposes of both municipalities to stay with Tompkins Insurance. The savings is 13.16% from last year's payment of insurance.

**MOTION** was made by Trustee Morgan that the Nunda Village Board of Trustees approve remaining with Tompkins Insurance for Village overall insurance due to the 13.16% savings, seconded by Trustee Snyder. Carried 5-0.

#### C. Cyber Security Insurance

#### D. Shared Services Agreement – Nunda Government Center

Town Clerk DeMarco *found* the shared services agreement between the Town and Village of Nunda when the Nunda Government Center opened in 2009. A thorough review of this agreement by Mayor Cox and Town Supervisor Walker will need to take place.

#### E. Village Park sign cost & rules

Trustee Morgan and Water and Streets Superintendent Bennett to work in preparing initial set of rules.

F. Rules on weekend responsibilities – Superintendent Bennett still in process of developing a plan.

#### G. Mortar work at 1 Mill Street

Blue Stone to be contacted.

#### H. WWTP DEC Grant update

Information on grant receipt should be forthcoming in December 2017

#### I. CDBG Grant update

Information on grant receipt should be forthcoming in December 2017.

#### J. Dog Control Law

Thorough review of previous Dog Control Leash Law will take place and discussed at the next regularly schedule Board Meeting in January 2018.

### **Other Business**

Trustee Snyder recommended a meeting be scheduled with Village employees to review current Employee Policy to discuss any changes or updates to said policy.

Water and Streets Superintendent Bennett provided information on the purchase of a new tool box for the back of the DPW truck. Currently, this tool box has been on three Village trucks and, at this time, the doors do not stay open or shut properly creating a safety concern. Superintendent Bennett requested to provided his own tool box, at a cost of \$200, which is one year old and meets specifications of current old tool box. Trustee Morgan asked NYCOM to be contacted to see if there are any policies which would prevent this from happening.

**MOTION** was made by Trustee Morgan that the Nunda Village Board of Trustees approve purchasing said tool box for the Village DPW truck from Superintendent Bennett at a cost of \$200 with the understanding and contingent that NYCOM will be contacted for guidance and direction, seconded by Trustee Allen. Carried 5-0.

#### **Communications/Information Items**

A. Calendar - December 2017 & January 2018

B. Employee annual Sexual Harassment Training and Workplace Violence Training was completed by all Village employees in the month of December 2017

C. Christmas Tree in the Village Park

Superintendent Bennett asked about the Village spending \$50 for a tree at the Village Park when there are no activities which take place there anymore. The Village Board wanted to discuss at a later time to see if a resumption of activities will take place in the future to warrant such an expense.

D. Village Associations Dinner - District Attorney McCaffrey was contacted and asked to be guest speaker for the Village Associations Dinner in February 2018 which the Village of Nunda is sponsoring. District Attorney McCaffrey responded as to wanting to attend and be the guest speaker however, he needed to check his calendar for availability as he is possibly out of town that week in February 2018.

**MOTION** was made by Mayor Cox to enter into executive session, at 8:51 PM, for the discussion of personal matters, the motion was seconded by Trustee Allen. Carried 5-0.

**MOTION** was made by Deputy Mayor Amrhein to exit executive session, at 9:47 PM, the motion was seconded by Trustee Allen. Carried 5-0.

#### **Adjournment**

With no further business to be discussed, the motion to adjourn was made Trustee Morgan, by seconded by Trustee Allen at 9:48 PM. Carried 5-0.

Respectfully submitted,

LeRoy J. Wood  
Clerk-Treasurer