

February 12, 2018

The Regular Meeting of the Nunda Village Board of Trustees was held on February 12, 2018, 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

Waste Water Treatment Plant Operator: Markus Hugi

Code Enforcement/Zoning Officer: Mark Mullikin

Waste Water Treatment Plant Operator: Brian Emke

Laborer: Daniel Strobel

Clerk-Treasurer: LeRoy Wood

Citizens: Ron Adam

Mary Ann Walker

Jackie Morgan

Herb Rigney

Aaron Walker

Patricia Galbrath

Jackie McGee

Alex Pierce

Marge

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

Roll Call: All present

Pledge of Allegiance: led by Mayor Cox

Visitor Forum: Mayor Cox allowed the following people to speak;

MaryAnn Walker had concerns related to neighbor snow plowing driveway and leaving remnants of the driveway including gravel as well as other items on **her** property. Contact with driver of vehicle providing the plowing was engaged with no response from driver. Mayor Cox stated he would look into this situation and discuss with neighbor.

Alex Pierce, Joint Town/Village Planning Board Chairperson stated there was no actual motion or resolution to date - from either governing board - allowing the Planning Board to act as the designated entity in updating the Joint Town/Village Comprehensive Plan. Mr. Pierce invited all Board members to attend work sessions in the near future with the Planning Board as they prepare to complete the task of updating the Comprehensive Plan.

Jim Baase – Empire Access – fiber optic telecommunications provider and works with Verizon Wireless – looking at placing a telephone pole to support this technology on East Street in the Village. The radius of this equipment would be 1000 square feet. Mayor Cox requested Mr. Baase contact Code Enforcement Officer Mark Mullikin about any permits that would need to be in place prior to any placement of equipment from Empire Access.

Jackie Morgan – Nunda Garden Club – concerns about the Village Mall area and the current trees placed in this area. There are problems with the Nunda Garden Club planting flowers, bulbs, little trees because of the locust trees that are there now. The locust trees and their root system take up the majority of the mall area leaving little space for planting seasonal shrubbery. Discussion on other methods of planting flowers, bulbs, and little trees were to use planters, fill area in with concrete, or remove current trees. Trustee Morgan stated Cornell Cooperative Extension could be contacted as to a list of plants that could be suitable to be planted in with the locust trees and survive.

Deputy Mayor Amrhein recommended we contact New York State due to the Mall area being in the State right of way.

Mayor Cox stated we do need to work together to ascertain the best solution for the upcoming planting season.

Herb Rigney and Jackie McGee – introduced themselves and stated they are the new owners of the former Sandy's Restaurant. Jackie stated at some point in the future that family friendly business will hopefully be serving breakfast along with the jams and jelly portion of the new store.

Mayor Cox thanked everyone for attending and introducing themselves.

Approval of Minutes

A. January 8, 2018

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

B. January 17, 2018

MOTION was made by Deputy Mayor Amrhein to approve the minutes as presented, reviewed and discussed, seconded by Trustee Allen. Carried 4-0, Trustee Morgan abstained.

Approval of Invoices

A. Abstract No. 01

The Nunda Village Board of Trustees has reviewed, discussed and approved invoices for payment on Abstract No. 01 as follows:

GENERAL -	\$ 14,811.45
WATER -	\$ 15,798.62
SEWER -	\$ 7,846.26
YOUTH -	\$.00
	\$ 38,456.33

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

Reports

A. *Police*

1. Monthly Report of Complaints – January 2018
2. Community Policing – January 2018
3. Town of Nunda Police Budget Report – January 2018 – not provided
4. Payroll Reports
5. Police Abstract – January 2018 – not provided
6. Police Department Monthly Report – January 2018
7. Police Chief Uniform Log
8. Police Commissioners January 3, 2018, Approved Meeting Minutes

Deputy Mayor Amrhein stated the increase in hours worked with the police officers was due to a criminal investigation requiring additional hours to complete.

Trustee Snyder mentioned Merle Sonnleitner assisted in the making of a larger drop box for the Police Department for easier drop off services of the Code Enforcement Officer or public in general. Trustee Snyder asked to have a letter of thanks sent to Mr. Sonnleitner.

B. *Code Enforcement/Zoning*

1. Monthly Report – January 2018

Code Enforcement Officer Mullikin stated he has signed up for annual service training for March 2018.

C. *Sewer*

1. Quote for the annunciator installation

MOTION was made by Trustee Morgan that the Nunda Village Board of Trustees amend the previously approved quote for the installation of an annunciator (alarms), not to exceed \$1,000.00, and to notify Village employees if or when *any* alarm(s) were to activate at the Waste Water Treatment Plant, *to now include* the additional labor cost of the installation not to exceed \$ 1,302.00, with the understanding that Emergency Power Systems is the current vendor with whom provides annual maintenance of this system at the Waste Water Treatment Plant, seconded by Deputy

Mayor Amrhein. Carried 5-0.

D. *Department of Public Works*

1. January 2018 Calendar

Department personnel are currently plowing snow and filling pot holes as time allows.

E. *Water*

1. AWQR for 2017

Information has been delivered to Clerk-Treasurer in assisting the Chief Water Operator with this annual Report.

F. *Justice*

1. Monthly Reports – January 2018

G. *Treasurer's Reports*

1. Monthly Treasurer's Reports – January 2018

2. Monthly Bank Statement Account – January 2018

Clerk-Treasurer Wood provided a copy of the January 2018 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 January 2018, Five Star Bank *did* provide enough coverage.

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.

Each reserve account was reviewed and discussed thoroughly with the Village Board.

There were two accounts in the negative in the General Fund. These accounts were associated with unexpected expenditures coming in for payment. One of the payments did receive some donations (revenues) to offset the expense. Clerk-Treasurer Wood asked the Village Board to make any necessary budget adjustments in March 2018. There are a few accounts in all three major funds (general, water, and sewer) that are close to being over spent. Some of the cause were additional work provided by the Streets Department along with higher cost for utilities due to the colder months of this year's winter. Close observation will continue to be in effect for the remainder of this fiscal year.

H. *ZBA/Planning Board*

1. Working on the Joint Town/Village Comprehensive Plan

2. Planning Board meeting minutes dated January 2, 2018 reviewed

3. Planning Board Work Session Minutes dated January 16, 2018 reviewed

Alex Pierce, Chairperson of the Joint Town/Village Planning Board discussed the progress the Board is making in updating the Comprehensive Plan. Public sessions, working groups with County Planning Board along with interested key parties are important in completing this project. The process is approximately a nine-month step progression to completion. Following New York State guidelines is a must.

MOTION was made by Trustee Morgan to allow the Joint Town/Village Planning Board to act as the designated entity in updating the Joint Town/Village Comprehensive Plan, seconded by Deputy Mayor Amrhein. Carried 5-0.

I. *Youth Recreation*

J. *Board Departmental Liaison Reports*

1. Administrative – Mayor meeting with Town of Nunda to finalize Government Building use between Town and Village.
2. Water
3. Other utilities
4. Youth/Parks – A review of the current Park Rules is still in progress
5. Budget Preparation – Village of Nunda’s Standard Operating Procedures for Budgeting were again reviewed and discussed with Village Board Members. Worksheets were distributed to Board Members and Department Heads along with the most current copy of revenues and expenditure reports.

6. Code Enforcement

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

New Business

A. *Dog Control Agreement Renewal for 2018*

With much discussion on the subject of Dog Control and what the County actually provides, a decision to renew the Agreement for 2018 was made. Deputy Mayor Amrhein wanted to contact the Town of Nunda and ascertain their annual cost, if any for Dog Control Services.

MOTION was made by Trustee Morgan to enter into an Intermunicipal Agreement on Dog Control with Livingston County for the calendar year 2018 at a price of \$4,600 annually to be billed and paid quarterly, term of Agreement will be January 1, 2018 through December 31, 2018, seconded by Trustee Allen. Carried 5-0.

B. *Main Streets Go Blue, Livingston County Cancer Services Program*

Resolution No. 2018-003

WHEREAS, colorectal cancer is the third most commonly diagnosed cancer and the second most common causes of cancer deaths for men and women in the United States;

WHEREAS, colorectal cancer affects both men and women equally;

WHEREAS, the vast majority of colorectal cancer deaths can be prevented through proper screening, early detection and education;

NOW THEREFORE, BE IT RESOLVED that the Nunda Village Board of Trustees recognizes March 2018 as “Colorectal Cancer Awareness Month” and supports the Main Streets Go Blue “80 by 18” initiative targeting 80% of the population screened for colorectal cancer by the year 2018.

The motion was made by Trustee Morgan, seconded by Deputy Mayor Amrhein. Carried 5-0.

C. *Budget transfers*

Discussed in the Reports Section of this Board Meeting, recommendations to come in March 2018 on budgetary transfers.

D. *Employee Policy Prospective Changes 2018 – Employees Provided*

A list of proposed changes was provided to both the Village Board Members and Village Employees to review. The initial review prompted Village Board Members to table this discussion to the March 2018 regularly scheduled Board Meeting to allow further research in order to make a sound and decisive decision as to updating the Employee Policy accordingly.

Old Business

A. Disposition of Village DPW Property – no update this month on the progression of this matter.

- B. Cyber Security Insurance – no update this month on research into this subject
- C. Dog Control Law Local Law No. 1 of 2018

Thorough discussion between Nunda Village Board members took place on this subject in relation to public safety. Trustee Morgan did ask Clerk-Treasurer Wood if this Local Law was reviewed by the Village Attorney, Wood replied not at this time. The Village Board of Trustees still had many questions on the proposed Local Law in relation to the Disposition of Dogs Voluntarily Surrendered to Livingston County Shelter Section. Clerk-Treasurer Wood stated he would contact Livingston County Health Department to ascertain the correct procedures as to this subject matter should a concern related to the disposition of a dog occur.

- D. Shared Services Agreement – Nunda Government Center
- E. Village Park sign cost & rules

Trustee Morgan, Superintendent Bennett and Clerk-Treasurer Wood to discuss and develop for Village Board review and approve.

F. Rules on weekend responsibilities – Waste Water Treatment Plant Operator to provide rules and responsibilities to all Village Employees involved with weekend duties at the Waste Water Treatment Facility.

- G. Mortar work at 1 Mill Street
- H. School Crossing Guard

Trustee Morgan stated he was in contact with Keshequa Central School's Superintendent Kopp on the matter of student safety concerns at many crosswalks in the Village both before and after school. Crossing guards were discussed between these two gentlemen as there are many requirements and regulations as to the assignment of a crossing guard that would need to be met and followed should this option become available. Mayor Cox stated the idea is a good one and that a meeting should be set to discuss further. Trustee Morgan stated he would set-up meeting with Superintendent Kopp, Mayor Cox and himself to check a direction to move toward in furthering student safety measures within the Village.

Environmental Facilities Corporation

A. Request for Proposals (RFP) have been mailed out to several local financial consultants with a due date of February 15, 2018 for submission for a Financial Consultant/Advisory provider to assist in the management of the Waste Water Treatment Plant Project Grant.

Other Business

Communications/Information Items

- A. Calendar – February & March 2018
- B. Army Corps Flood Protection Project Inspection Dates
- C. Livingston County Judgement Decision – Dog Control case
- D. Village Association Dinner – RSVP requests received
- E. NYS Disinfect Sewage Treatment Plant Effluent SPDES Permit No. NY 010 8421
- F. Dog Control Semi-Annual Report

Adjournment

With no further business to be discussed, the motion to adjourn was made Trustee Allen, by seconded by Deputy Mayor Amrhein at 9:42 PM. Carried 5-0.

Respectfully submitted,

LeRoy J. Wood
Clerk-Treasurer