

May 14, 2019

**The Regular Meeting of the Nunda Village Board of Trustees was held on May 14, 2019 at the Nunda Government Center Building, at 6:30 PM with the following present:**

**Mayor:** Jack Morgan  
**Deputy Mayor:** Darren Snyder  
**Trustees:** Mel Allen  
William McTarnaghan  
Donald Wilcox

**Water and Streets Superintendent:** Troy Bennett  
**Waste Water Treatment Operator:** Markus Hugi arrived at 6:53 PM  
**Code Enforcement/Zoning Officer:** Mark Mullikin  
**Chief of Police:** Ryan Dale + 5 Nunda Police Department Officers  
**Laborer:** Daniel Strobel  
**Administrator/Clerk-Treasurer:** LeRoy Wood

**Citizens:** Mr. & Mrs. Piper Ron Adam 6 High School Students

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

**Roll Call:** All Board members present

**Pledge of Allegiance:** Led by Mayor Morgan

**Visitor's Form:** None

**Approval of Minutes**

A. April 9, 2019

**MOTION** was made by Trustee Wilcox to approve the minutes as *presented, discussed, and reviewed*, seconded by Trustee McTarnaghan 5-0.

**Reports**

A. *Police*

1. Nunda Police Department Monthly Report - April 2019
2. Community Policing Report - April 2019
3. Payroll - April 2019
4. Police Abstract No. #5
5. Police Commissioners Board Meeting Minutes, May 6, 2019-draft version
6. Approve vest purchase

**MOTION** was made by Trustee Allen to approve of the purchase of protective vests for officers of the Nunda Police Department for a final cost of \$1,670.73 after grants received, seconded by Trustee Wilcox. Carried 5-0.

**MOTION** was made by Deputy Mayor Snyder to accept the budget modifications within the Nunda Police Department Budget as presented and discussed with Chief Dale, to cover the initial cost of the purchase of vests for the Nunda Police Department with the understanding that when reimbursement is received that the reimbursement funds will be placed back into the Gasoline line of accounting, seconded by Trustee Allen. Carried 5-0.

Budget Modifications

From: SP3120.4D	Gasoline	\$ 4,500.00	
To: SP3120.O	Uniforms		\$ 4,500.00

**MOTION** was made by Trustee Allen to appoint Officer Galuski as a Nunda Police Department Police Officer, retroactive to March 13, 2019, to work under the supervision of Nunda Police Chief Dale, seconded by Trustee McTarnaghan. Carried 5-0.

Chief Dale discussed additional manhours grant submission that could bring in an additional \$1,800.00 to the Joint Police Department.

Chief Dale also discussed the 2019 Stop-DWI Program. This year the Police Department will be receiving \$7,000.00 versus \$2,600.00 of years past due to work completed and submitting grant information in a timely manner. This will provide additional protections to the community through the Stop-DWI Program linked in coordination with Livingston County Sheriff's Department.

Repairs on the Police vehicle Tahoe require additional research as one vendor has listed extensive repairs to correct engine problems and another vender has stated a new motor should be installed. More information to come at the June 2019 Police Commissioner's Board Meeting.

**MOTION** was made by Deputy Mayor Snyder to approve a revised quotation on flooring repairs at the Police Department located at 1 Mill Street, for a total of \$2,400.00, seconded by Trustee Wilcox. Carried 5-0.

**MOTION** was made by Deputy Mayor Snyder to approve two spots from the current Academy Phase II to be hand-picked and provide sponsorship to secure two individuals that would best suit the Nunda Police Department as directed by Chief Dale with no obligation to hire at this time, seconded by Trustee McTarnaghan. Carried 5-0.

Chief Dale asked if he could read a Letter of Commendation for Office Phil Bauers. Mayor Morgan approved. Chief Dale recognized Officer Bauers for actions taken during an emergency medical services call in providing initial CPR and direction from emergency medical personnel. Sargent Rapp presented Office Bauers with an award.

Deputy Mayor Snyder asked Chief Dale if the Bicycle Patrol will be available for the Nunda Fun Days, Chief Dale stated yes.

B. *Code Enforcement/Zoning*

1. Monthly Report – April 2019

C. *Waste Water Treatment Plant*

1. Updated Board on progress of WWTP Capital Improvement Project
2. Departmental Activity Log provided for April 2019
3. Conveyor purchase

D. *Water/Department of Public Works*

1. Departmental Activity Log not provided for April 2019
2. AWQR
3. CHiPS Funding – did rollover from last year
4. Sidewalk replacement
5. Auction results – The Village received \$23,850 from the sale of the 2015 Ford F-150 and plow.
6. Dump Day debrief

Discussion on trees that need to be removed because of sidewalk displacement occurred.

Deputy Mayor Snyder asked if a couple Board members could go to the Water Plant to see what needs there are to be discussed further in the future. Trustee Wilcox stated he would go.

E. *Justice*

1. Monthly Reports – April 2019

F. *Treasurer's Reports*

1. Monthly Treasurer's Report - April 2019
2. Monthly Bank Statement Account – April 2019
3. Collateralization Report – April 2019
4. Payroll #8, #8A, #9, and #9A - Certification Review
5. Departmental Activity Log provided for April 2019

Discussion of **each fund** took place. 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 *Balance Sheet, Detail of Revenues and Cash Receipts Journal, Detail of Expenditures and Cash Disbursements Journal* - Statements were provided to each Board member **for each fund** for review, and discussion. The monthly Collateralization Report did provide enough funding as required. Each reserve account was reviewed with the Village Board.

End of Fiscal Year to be discussed later in the meeting.

H. *ZBA/Planning Board*

I. *Youth Recreation*

Director Gordinier has requested advertising for Youth Recreation Assistants, Water Safety Instructor, and Lifeguard.

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

**Approval of Invoices**

A. Abstract No. 005

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 005 as follows:

GENERAL -	\$ 14,225.15
WATER -	\$ 36,433.10
SEWER -	\$ 9,297.39
YOUTH-	\$ .00
WWTP CIP	<u>\$ 12,674.80</u>
<b>TOTAL –</b>	<b>\$ 72,630.44</b>

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

**New Business**

A. Daniel Strobel Resignation

Daniel Strobel asked the Board if he could approach to speak. Mayor Morgan stated yes. Laborer Strobel wished to thank the Board for the past five years of employment. Mayor Morgan stated he was sorry to see Laborer Strobel go and wished him the best of luck.

**MOTION** was made by Mayor Morgan to accept Laborer Daniel Strobel's resignation with thanks and regrets, seconded by Deputy Mayor Snyder. Carried 5-0.

B. Mechelle Gillen Resignation

**MOTION** was made by Mayor Morgan to accept Deputy Clerk-Treasurer Gillen's resignation with thanks and regrets, seconded by Trustee McTarnaghan. Carried 5-0.

C. Economic Development MOU renewal

**MOTION** was made by Trustee Allen to allow the Village of Nunda to enter into a Memorandum of Understanding with Livingston County Economic Development Corporation for the year beginning June 1, 2019 through May 31, 2020 at a cost of \$ 4,000.00 annual to assist in developing and engaging in community and economic development incentives to enhance better marketing strategies for the Village of Nunda, seconded by Trustee Wilcox. Carried 5-0.

D. Tax Warrant

**Resolution no. 2019-016**

**BE IT RESOLVED**, that the Nunda Village Board of Trustees authorizes the Mayor and Village Clerk-

Treasurer to sign the tax warrant in the amount of \$453,669.00, to also include the water re-levies in the amount of \$4,630.40 and sewer re-levies in the amount of \$2,990.86.

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

E. 2018-2019 Budget Modifications

**Resolution no. 2019-017**

**BE IT RESOLVED**, that the Clerk-Treasurer be authorized to make necessary budget modifications to individual line items from all funds to more accurately reflect budgetary expenditures for 2018-2019.

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

F. Snow and Ice Equipment Reserve Fund

**Resolution no. 2019-018**

**BE IT RESOLVED**, that the Clerk-Treasurer be authorized to transfer any revenue funds received for work accomplished within the Snow Removal Budget to the Snow and Ice Equipment Reserve Fund.

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

G. Environmental Facilities Corporation – SEQR

**Resolution no. 2019-015**

**WHEREAS**, the Village Board of Trustees has reviewed Resolution No. 2019-008, dated February 12, 2019, in accordance with Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Part 617, and the Village Board of Trustees now amends Resolution No. 2019-008 to read;

**WHEREAS**, 6 NYCRR Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

**NOW THEREFORE BE IT RESOLVED**, that the Village of Nunda hereby determines that the proposed Village of Nunda Wastewater Treatment Plant Disinfection Engineering Planning Grant is a Type II action in accordance with 6 NYCRR Section 617.5(c)(27) which constitute(s); conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action, and therefore not subject to further review under 6 NYCRR Part 617.

The above resolution was offered by Mayor Jack Morgan, seconded by Trustee Dr. Donald Wilcox at the regularly scheduled Village Board Meeting held on May 14, 2019. Following discussion thereon, the following roll call vote was taken and recorded:

Mayor Jack Morgan	Aye
Deputy Mayor Darren Snyder	Aye
Trustee Mel Allen	Aye
Trustee William McTarnaghan	Aye
Trustee Dr. Donald Wilcox	Aye

H. Schedule End of Fiscal Year Close-out Meeting

Meeting scheduled for May 28, 2019 at 6:30 PM at the Nunda Government Center, Nunda, New York

I. CDBG-Grant Administration Services-Thoma Development-  
**Resolution no. 2019-019**

**BE IT RESOLVED**, the Nunda Village Board of Trustees approves entering into an agreement with Thoma Development for Grant Administration Consulting Services to help manage the most recent Village awarded Community Development Block Grant of \$500,000.00 to help low-to-moderate income families or individuals upgrade their residence through this block grant.

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

J. Art Program

Mayor Morgan discussed public art within the Village of Nunda to help promote Nunda.

**MOTION** was made by Trustee Allen to allow for the approval of artwork to be displayed in the Village of Nunda that helps promote and market the municipality, seconded by Trustee McTarnaghan. Carried 4-0 (1 abstain Trustee Wilcox).

K. Kiwanis

Mayor Morgan stated he was invited to speak with Kiwanis about the municipality. Items for discussion will be sidewalks, Americana Days, and appreciation of all the sports Kiwanis sponsors.

Deputy Mayor Snyder thanked Superintendent Bennett for his work in the Village Park on the installation of the new Rules of Order for the Park. Superintendent Bennett thanked Trustee Wilcox for his support and help.

**Old Business**

- A. Sewer Ordinance - tabled
- B. 1 Mill Street Flooring - discussed
- C. Evaluation Program-Job Descriptions (feedback-received from Dept. Heads)
- D. Sexual Harassment Training-NY State Mandate - schedule training
- E. Cemetery business

Superintendent Bennett stated he would like to get in there and work once the land dries out.

- F. Inventory of property

**Policy Review**

- A. Purchasing Policy

Administrator Wood provided new guidelines for review of the Board and to be discussed at the next regularly scheduled Board Meeting in June 2019. Changes provided for review include dollar threshold changes to many of the regular purchases.

**Other Business**

#### A. Social Media Platform

Administrator Wood expressed through much research it would be prudent to have a municipality social media platform (using Facebook). Of the 17 Towns, 9 Villages, and County only two municipalities have platforms to help keep public informed of municipality business.

**MOTION** was made by Trustee Wilcox to allow the Village Administrator to pursue the options of creating a social media platform to help inform the public of informational and safety measures that may arise, seconded by Trustee Allen. Carried 5-0.

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

Mayor Morgan, Deputy Mayor Snyder, Trustee Wilcox, and Superintendent Bennett discussed the Lawson property on State Route 70 in Dalton for sale. The property borders lands and water ways that feed the Village of Nunda property and reservoir. Mayor Morgan stated research should be conducted in looking for grant funding in helping protect the municipality water source. Superintendent Bennett agreed.

#### **Adjournment**

With no further business to be discussed, the motion to adjourn was made by Trustee Allen at 8:19 PM.

Respectfully submitted,

LeRoy J. Wood  
Administrator/  
Clerk-Treasurer