

## Village Board Meeting Minutes October 20, 2015 @ 6PM

In Attendance:

Mayor John Wade

Trustee Dawn Locastro

Village Attorney Chad Hayden

Superintendent of DPW Bob Kneaskern

Trustee Marion Case

Trustee Diego Ruiz

Clerk-Treasurer Joanne Fleming

Superintendent Trainee Jeff Weaver

From the Public: County Legislator: Keith Batman

Frontenac Harbor Co-Owner: Douglas DeGraw

Cuddy and Ward: Rich Ward, CPA

Springport Town Supervisor: Dave Schenck

Planning Board Member Francis "Bud" Shattuck

Mayor Wade opened the regular Board Meeting with the pledge of allegiance.

Mayor Wade opened the Public Hearing for Amendments to Zoning Law and Map of 2013.

Mayor Wade asked if there was anyone from the public who would like to make comments concerning the proposed amendments to the Zoning Law. No one from the public spoke.

The Mayor noted receipt and distribution to Board members of the Planning Board's comments and recommendations on the proposed amendments to the Zoning Law of 2013, including the Zoning Map.

The Planning Board members had voted 3-2 in favor of recommending:

- a. Approval of the zone change request for 109 Cayuga St as being consistent with the Comprehensive Plan and having no deleterious effects upon the surrounding area.
- b. Changing the routing of Special Permit Applications through the Code Officer to the Planning Board directly rather than through the Village Board,
- b. Adding to the permitted use matrix in all districts "dwelling unit."
- c. Permitting an in-law apartment, when occupied by direct ancestors or descendants of an occupant of the rest of the building, by Special Permit, in Single Family Dwellings, with the proviso that once an in-law apartment is no longer occupied by the ancestors or descendants of the rest of the dwelling, the property must be restored to use as a single family dwelling.
- d. Establishing a minimum size of 900 square feet for a dwelling unit.

e. Adding a beverage container redemption center use in commercial zones under a special permit.

f. Allowing additional time for review by the Planning Board of the issue of short term rentals.

Having received no comments from the floor, the Mayor closed the public hearing.

The Board received the Cayuga County 239 Committee Referral report that had no objection to the proposed changes in the Zoning Law and Map.

Attorney Hayden and Code Officer Tanner then discussed the proposed changes to the Zoning Law and Map.

The Board addressed the issue of SEQR via short form, with a proposed negative declaration. Motion to adopt the finding of a negative declaration was made by Trustee Ruiz, 2nd by Trustee Locastro. All were in favor.

After discussion, the Board of Trustees decided to study further the issues of Short Term Rentals and In-Law Apartments and then, after motion made by Trustee Case, 2nd by Trustee Ruiz the Board adopted the attached Local Law as follows:

Wade: Aye

Case: Aye

Locastro: Aye

Ruiz: Aye

### **Hear from the Floor:**

**Town of Springport Supervisor Dave Schenck** commented that the Town has committed to \$10,000 as a match for the **LWRP Planning Grant**. Mr. Schenck also remarked that the Town has proposed to give additional funding for Frontenac Park in their upcoming budget. They are also looking at consolidation of the Code Enforcement Position. He said that there are some key people who work for the Town who will be retiring within a few years and this will allow for some additional consolidation of duties. Some equipment can also be shared. The Town owns a backhoe that is only used a few times a year. All of these ideas are cost savings to Town/Village residents.

The Revaluation/Assessment of real property in the Town is on hold for now as the Town Assessor does not have the resources to handle a project of that magnitude right now.

**Cayuga County Legislature Keith Batman**: Mr. Batman updated the Board members on the current status of the Cayuga Indian Nation. Mr. Bateman was interested in knowing the direction of the Union Springs Board.

**Minutes of the September 15, 2015** were reviewed and a motion to accept the minutes was made by Trustee Locastro and 2<sup>nd</sup> by Trustee Case.

**Planning Board** minutes from Oct. 1 were reviewed by the Board of Trustees.

**Clerk/Treasurer's Report:**

The list of unpaid property taxes for 2015 was reviewed by the Board. On a motion entered by Trustee Ruiz and 2<sup>nd</sup> by Trustee Locastro and unanimously approved by the Board. Clerk will submit to Cayuga County Treasurer's Office and request payment plus penalties. Return of unpaid taxes will be received by the Village in April 2016. The Anstee property on Grove St. should go up for auction in August 2016.

10-19-15  
13:37:09

Village of Union Springs  
2015 - 2016 Village Taxes  
Unpays Effective - 10-19-2015 - by Name  
ALL SWIS CODES

Motion to Relevy by: Diego  
2nd by: Dawn  
10/20/15 Board mtg. passed

Bill #	Tax Map #	Name	Unpaid Amount	(8.00%) Penalty	Late Fee	Total Due
179	141.13-2-13.1	Albino Marcial (Legend's)	\$2,042.88	163.43		\$2,206.31
426	141.18-1-15	Anstee Roger	\$774.23	61.94		\$836.17
118	141.10-1-13.1	Burgess Guy	\$391.09	31.29		\$422.38
340	141.14-2-48	Burless Christopher	\$507.14	40.57		\$547.71
482	141.19-1-35	Cayuga Nation Enterprises	\$451.68	36.13		\$487.81
55	141.06-1-6	Cayuga Nation Of New York	\$47.10	3.77		\$50.87
54	141.06-1-5	Cayuga Nation of New York	\$3,182.58	253.01	6,540.94	\$3,415.59
365	141.17-1-37.1	Cayuga Nation of New York	\$1,638.96	130.88		\$1,769.84
366	141.17-1-38	Cayuga Nation of New York	\$759.10	60.73		\$819.83
436	141.18-1-23	Chandler Jeffrey	\$363.78	29.10		\$392.88
143	141.13-1-7	Denmark Karen	\$580.45	46.44		\$626.89
48	141.08-1-1	Fleury Terrance	\$428.28	34.26		\$462.54
50	141.08-1-2.11	Fleury Terrance	\$108.34	8.75		\$118.09
213	141.13-2-52	Gervais Bryan P	\$318.38	25.47		\$343.85
161	141.13-1-35	Giannino Pamera A	\$728.22	58.26		\$786.48
164	141.13-1-38	Giannino Pamera A	\$26.18	2.25	816.91	\$30.43
311	141.14-2-22	Hall Ronald	\$477.12	38.17		\$515.29
71	141.06-1-25	Hunt Gary	\$516.44	41.32		\$557.76
147	141.13-1-13	Murray Jeremiah	\$558.44	44.62		\$603.06
280	141.14-1-62	Penrod Danny	\$294.39	23.55		\$317.94
	141.05-1-24.12	Pieros Amy	\$84.11	6.73		\$90.84
6	134.17-1-1.14	Rouse David J Jr (Pete's Treats)	\$293.55	23.48		\$317.03
382	141.17-1-35	Worlman Richard O II	\$317.94	25.44		\$343.38
185	141.13-2-21	Willis Kim G (Gusa)	\$336.44	26.92		\$363.36
165	141.13-1-39	Woollett Felicity A	\$514.55	41.17		\$555.72
<b>Total Swis Code 055401 (25 properties)</b>			<b>\$16,699.45</b>	<b>\$1,255.98</b>	<b>\$0.00</b>	<b>\$16,955.43</b>
<b>Grand Total (25 properties)</b>			<b>\$16,699.45</b>	<b>\$1,255.98</b>	<b>\$0.00</b>	<b>\$16,955.43</b>

**Budget Modifications:**

**General :**

\$145.00 From A5142.4 to A5142.2

\$139.99 from A7140.4 to A7140.2

**Water Fund**

\$5,206.45 from F1990.4 to F8320.2

\$3,685.52 from F1990.4 to F9710.7

**Sewer Fund**

\$5,000.00 from G8120.2 to 8120.2R

Motion to approve October financial reports and to approve the Budget Modifications as listed above made by Trustee Ruiz and 2<sup>nd</sup> by Trustee Locastro. Passed.

**Rich Ward presented the Village's Annual Update Document (AUD) for fiscal year end 5/31/15**, he highlighted the Village's financial position, the three major funds, general, and water and sewer. He stated that they are in good financial condition. Because of the strong fund balances, the Village has been able to keep property taxes well under the States' mandated 2% property tax cap.

**General Fund** assets are consistent with 2014, liabilities increased in "due to other funds".

**Water Fund** balance appears to have a surplus this is due to the settlement received from GE. The settlement is to reimburse the Village for past O & M expenses as well as future expenses such as the purchase of a backup generator and a second air stripper.

Mr. Ward recommended the Board should transfer some of their excess fund balances into reserves to pay down debt, for long term capital expenses or specific projects. Mr. Ward will email Board members the State Comptroller's link on establishing Reserves.

**Audit of the Bills:**

General Fund: \$21,148.28 vouchers: 235-286  
Water Fund: \$16,647.42 vouchers: 236-284  
Sewer Fund: \$12,442.59 vouchers: 236-284  
Trust & Agency: \$60,152.99 vouchers: 258-285

A motion was made to close the Public Hearing at 6:54pm motion made by Shattuck, 2<sup>nd</sup> by Locastro. Passed

**Superintendent's Report:**

**Jeff Weaver** reported that the DPW is working on winterizing the park. They have planted a new Red Bud tree in Jane Barry's memory, thank you Bud Shattuck for donating the tree from her former residence.

**Nico Augilar** has begun working on the trail project at the **Mill Pond**. The DPW has assisted with some of the chipping on the trail.

**Kneaskern:** Best Practice to use Neptune meters for the upgrade in the water meter system. Attorney Hayden to provide Resolution for Ti-Sales. *Attachment of Resolution.*

**Screw Pump** that failed is repaired and now working. Village's cost for the repair was \$4,500.

**EPA** has the final design for the new air stripper tower.

## **Union Springs Code Enforcement Report Sept/Oct 2015**

### **Permits:**

1527- Aaron Jackson= 6 Anthony Street( fence)  
1528- Chris Goodwin = 656 Creager Road (Bathroom remodel)  
1530- Monica Paczkowski = 240 Cayuga Street (roof)  
1531- Jason Barnes= 227 Cayuga Street (shed)

### **Order to Remedy**

#### **Certificate of Occupancy**

Temporary = 4851 Springport Cove

#### **Certificate of compliance**

**84 Cayuga Street =deck**

**47 center street = deck**

#### **Appearances Ticket**

**Meranda Szozda** 12 Arnold Street (rubbish and Trash)

#### **Fire Inspections:**

#### **Updates:**

The planning board recommendation on purposed zoning changes.

- 1) Zoning district change
- 2) Other changes
- 3) Short term rentals

ZBA action on Chase Street pole barn

Respectfully submitted 10/19/15

Howard Tanner

Howard Tanner asked if the recommended fees for **parking violations** were ever adopted into the Local Law with winter approaching. He also wanted to know if additional signage has been installed as last winter some of the tickets issued were dismissed by Judge Knowles.

### **Mayor's Report:**

Mayor Wade appointed Planning Board Member, **Francis "Bud" Shattuck** to the **vacant Trustee** position. The Trustee position became vacant when the Board of Trustees appointed Deputy Mayor Wade to Mayor over the summer. A motion to accept Mr. Shattuck's appointment was made by Trustee Ruiz and 2<sup>nd</sup> by Trustee Locastro. Trustee Shattuck's term expires March 2016. Attorney Hayden administered the Oath of Office to Trustee Shattuck. The Board is once again a full board with a Mayor and 4 Trustees.

Tentative date for **NYSYS broadband** installation is 11/5. Mayor Wade then discussed Verizon's Wi-Fi proposal for leasing space on the Village's water tower. **Verizon** is willing to pay the Village an annual fee of \$12k with 10% escalators, nonexclusive. He will pursue if Board thinks he should.

**Mill Pond Dam** inspection report from NYS DEC, discussion about the status of the Mill Pond ensued. At one point the Village thought the classification of the dam had been downgraded. Bob Kneaskern and Chad Hayden will review their past files concerning this matter. The DEC wants the Village to remove some of the vegetation at the site.

### **Village Attorney's Report:**

**209 Cayuga St. SEQR** short form, negative declaration. Motion made by Trustee Shattuck, 2<sup>nd</sup> by Trustee Locastro. Attorney Hayden reported that Cayuga County's 239 Committee Referral had no impact with the Village changing the zoning at 109 Cayuga from Residential to Waterfront Commercial.

He then discussed the changes to the Zoning Law.

### **Trustee's Reports:**

**Case:** Employee Handbook is now being reviewed by Bud Shattuck. Marion and Bud are meeting with health insurance broker(s). After attending the safety training at the Firehouse, she commented that the lighting around the Village Office is too low and from the NYCOM training, Village officials should keep their personal email separate from Village email. Perhaps Trustees should be given their own Verizon email address.

**Locastro:** She is attending Chamber meetings to keep apprised of **Bass Elite Festival**.

**Ruiz:** He is working with James Ackerman from **ATN Surveillance**, clean up what he can on-line, and upgrade 1 camera to digital on the Cayuga St. gazebo.

**Old Business:**

Training is all set for October 8 at the Union Springs Firehouse. A representative from **NYMIR/Comp Alliance** will conduct training for staff, elected officials, ZBA and Planning Board Members. The training is mandatory and is free of charge to the municipality. Other area municipalities have been invited and encouraged to attend.

**New Business:**

The **Village's Annual Tree Lighting Event** will take place on Saturday, **Dec. 5<sup>th</sup>** at 5:30pm. Mayor Wade has been asked to greet the community and flip the light switch. Following the tree lighting, the event will shift to the Frontenac Museum for music, refreshments, with a visit from Santa and gifts for the children in attendance.

**Misc. Correspondence:**

Minutes from last month's **Cayuga County Association of Villages** dinner meeting were reviewed by the board.

Letter of response from NYS Office of Parks and Recreation in response to Trustee Case's request for assistance in acquiring no longer used playground apparatus.

Any other business to come before the Village Board. Bob Kneaskern asked the board if they could start holding some budget information/training sessions in the next few weeks. The goal is to have everyone informed and ready to go when the budget process gets underway in January. Everyone felt that it was a very good idea. The first session will take place on Tuesday, November 10<sup>th</sup> @ 6pm.

Motion to adjourn the meeting entered by Trustee Shattuck and 2<sup>nd</sup> by Trustee Locastro at 10:05pm.

Next meeting: November 17, 2015 @ 6pm.

Respectfully Submitted by,

Joanne Fleming  
Village Clerk