

**Village Board Meeting Minutes  
February 21, 2017 @ 6pm**

**In Attendance:**

Trustee: Bill Boyd, Jr.

Trustee: Brian Cornell

Trustee: Case Absent

Trustee: Dawn Locastro

Mayor Bud Shattuck

Clerk/Treasurer: Joanne Fleming

Deputy C/T: Sharon Russell

Village Attorney: Chad Hayden

Code Enforcement Officer: Howard Tanner

WWTP Operator: Jim Jeffers

**From the Public:** Karen and Paul Luziani

Mayor Shattuck opened the meeting at 6pm and led all in attendance with the Pledge to the Flag.

Karen Luziani remarked that she will reopen her bakery in April next to Village Antiques.

The minutes of the January meeting were reviewed and accepted on a motion by Trustee Cornell and 2<sup>nd</sup> by Trustee Locastro. Passed.

Howard Tanner then gave the **Code Enforcement Report** for the month.

**Code Enforcement report for February 2017**

**Permits:**

**Orders To Remedy:**

Eric Rosenkrans = 21 Park Street (unlicensed motor vehicle)

Southern Springs Estates (unlicensed motor vehicles}

**Certificate of Occupancy**

**Parking Tickets**

**6**

**Updates:**

The Year end report **Secretary** of State has been filed

Pending Sub division for Todd Salls

Fire inspection letters will be sent out soon for 2017

US Academy Fire inspections are completed

Respectfully submitted 2/15/17

Howard Tanner

**Department of Public Works:**

- Jim Jeffers, reported that the new generator installed, generator has been run in test mode at least 2 times.
- Dan Albright is putting hours in the Waste Water Treatment Plant as the trainee.

- The WWTP surplus items have been sold on Auctions International. Old generator brought \$1,875 purchaser is from Pennsylvania. Lab equipment brought in \$844.
- Notice of violation from DEC was due to non-submittal of paperwork using the correct online portal. Mr. Jeffers has remedied the matter with the DEC.
- Mr. Jeffers has planned a PowerPoint presentation for the Board to view at the 2/28/17 budget meeting. The presentation will take 30-45 minutes.
- Mr. Jeffers said that he is requesting money for training and hotel expense for the May 2017 conference.

**Clerk/Treasurer's Report** was given by Fleming. Request for disposition of records for expired/deceased handicap tags have been identified. According to the state's MU1 schedule, this series of records can be destroyed. Motion by Trustee Boyd and 2<sup>nd</sup> by Trustee Cornell giving authorization to the RMO to shred the expired permits.

Clerk Fleming distributed a report of the registered **2017 fishing tournaments**.

Approval of the **Treasurer's Report for January 2017** and the necessary budget transfers was made by Trustee Boyd and 2<sup>nd</sup> by Trustee Locastro.

**Audit of the Bills:**

General Fund: vouchers 405-452 \$18,398.96  
 Water Fund: vouchers 407-444 \$4,656.33  
 Sewer Fund: 408-450 \$57,463.29  
 Trust & Agency: 424-449 \$961.10

Motion to pay the bills as presented on Abstract #9 by Trustee Boyd and 2<sup>nd</sup> by Trustee Cornell.

**2/2017 Budget modifications are attached.**

**Village Attorney's Report:** Chad Hayden

**Resolution 2017-2** Placing Wireless Telephone Antennae on the Grove St. water tower, motion to approve by Trustee Boyd and 2<sup>nd</sup> by Trustee Cornell. Passed. This Resolution will allow the Village to begin receiving \$1,000 a month for lease payment on the water tower on Grove St.

100% (per  
Shattuck)

**RESOLUTION**

**WHEREAS**, the Village proposes to lease to Upstate Cellular Network, d/b/a Verizon Wireless, space for placing wireless telephone antennae on the Grove Street water tower,

**NOW THEREFORE**, be it resolved:

1. The Board of Trustees finds that leasing the Grove Street Water Tower antennae space to Upstate Cellular Network, d/b/a Verizon Wireless, appears to result in no detrimental effect on the environment.
2. The Board of Trustees hereby determines this to be a Type II action, and therefore no further environmental review will be undertaken.
3. The Mayor is authorized to execute the lease document on behalf of the Village

Adopted at a Meeting on February 21, 2017

	Ayes	Nays
Trustee Bill Boyd, Jr.	✓	_____
Trustee Marion Case	Excused	_____
Trustee Brian Cornell	✓	_____
Trustee Dawn Locastro	✓	_____
Mayor Bud Shattuck	✓	_____

*Joanne Fleming*  
 Joanne Fleming  
 Village Clerk/Treasurer



The Trustees and the Attorney then began a lengthy discussion about the culvert behind Gillespie Chevrolet. In order to perform any maintenance, the Village will need easements. Trustee Boyd suggested a 3 prong approach, notice to residents, easement, and maintenance schedule. Mr. Hayden will work on language to be further discussed at a future board meeting.

**Seventh Day Adventist** suit against the Village: Mr. Hayden informed the board that no Village taxes will be assessed/collected in 2017; however, some of the Adventist owned properties (Burchman Drive) will be placed on the tax roll and assessed Village taxes in 2018. Some of their properties no longer qualify for exempt status from property taxes.

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

**DPW candidate** was offered position but has decided not to accept the position. The following positions will be advertised, F.T. DPW Laborer, On-Call DPW Laborer and a seasonal DPW. Jeff Weaver and Joe Smith can handle the DPW duties for the time being.

**Copier:** old copier is now 12 years old, replacement parts are no longer available. No longer under contract for repairs. Would like to move forward with purchase of new copier, cost will be approximately \$3,500. Purchase of copier was cut from the 2015-16 budget.

**Telephone system:** This was another item that was cut from last year's budget. All-Mode will upgrade phones in Clerk's Office, phones will have voice mail capability, no more answering machine necessary and they will also install phone line in the meeting room. Phone line is needed for conference calls, elections, training, etc.

Contract for **trash collection**. Contract will be expiring soon, need to advertise for bids. **Access to dumpster behind the DPW Garage is restricted.** Residents may still request "special curbside pickups" until May 31, 2017. Going forward residents will have to take advantage of Village "clean up" days.

**Comp Alliance** training held on 2/9/17 very good presentation, Clerk Fleming will check with NYMIR to see if any additional local training is available for Village Officials/Staff that were unable to attend.

**Grants/MRB/County:** Mayor is working on a number of grants with grant writer from MRB Group and Cayuga County.

### **Finger Lakes Institute Watercraft Steward Program:**

The FLI Watercraft Steward Program stations stewards at boat launches throughout the

Finger Lakes region and southern Lake Ontario bays. The goal of the Finger Lakes Institute Watercraft Steward Program is to provide education based on best practices for preventing the spread of aquatic invasive species. The stewards will be present at multiple NYS Parks and Frontenac Park boat launch.

Through the FLI Watercraft Steward Program, boaters are encouraged to learn how to identify threatening invasive species and actively participate in the Aquatic Nuisance Species Task Force “Stop Aquatic Hitchhikers” campaign, which calls upon anglers, boaters, paddlers, SCUBA divers, waterfowl hunters and others to become informed about aquatic nuisance species and to follow simple preventative procedures every time they leave any body of water.

**Solar-Memorandum of Understanding MOU:** The Mayor distributed Solar sample laws to the Trustees. He would like to vote on one of the laws at the next meeting.

### **Trustee’s Reports:**

- **Boyd:** Mr. Boyd said that he had been asked about the possibility of having the ice skating rink placed in operation again. A brief discussion by the board ensued. No action taken.
- **Case:** Absent
- **Cornell:** scrap metal in the hall way of WWTP, get rid of it for dollar value. Old water meters may have a market to sell them as they have copper parts.
- **Locastro:** Exploring the possibility of banners/flags to replace the snowflakes, trucks on Route 90 have caused damage to the snowflakes.
- Gazebo on Route 90 is in need of repair, many of the spindles are missing. Rather than replace with wooden spindles perhaps replace them with metal spindles. Need to obtain quotes for the repairs.

### **Old Business:**

**New Business:** Received resignation letter from ZBA Member Romanye LaBaron she no longer resides in the Village. Mayor asked board to consider names of residents who may be willing to serve. The Zoning Board of Appeals is in need of two new members.

**Any Other Business to come before the Board:** Jim Jeffers remarked about the lack of internet access at the DPW Garage, it has become quite a problem for the staff, “dig-safe” tickets cannot be accessed and cleared in a timely fashion, late fees are assessed when this happens. The Clerk will contact Steve Richards at “NYSYS” and request wifi access be installed at the garage.

**Miscellaneous Correspondence:** None

**Motion to adjourn** at 8:20pm made by Trustee Locastro and 2<sup>nd</sup> by Trustee Boyd.

**Next Meeting:** Budget meeting Tuesday, February 28, 2017 @ 6pm

**\*\*March 2017 meeting move one week earlier due to March 21, 2017 Village Elections.**

Respectfully Submitted,

Joanne Fleming

Village Clerk/Treasurer

Attachment: 2/2017 Budget Modifications

*Minutes approved by board at March 28, 2017 meeting*

			Budget Modifications						
			for February 2017 Revised 3-21-17						
<b>General Fund</b>									
\$40.00	from A1320.4 (Auditor Contractual) to A1210.4 (Mayor Contractual)								
\$944.40	from A1410.1 (Clerk Personal Services) to A1325.1 (Treasurer Personal Services)								
\$94.63	from A1990.4 (Special Items Contingent Account) to A1325.4 (Treasurer Contractual)								
\$90.00	from A1990.4 (Special Items contingent Account) to A1325.41 (Treasurer-IT Support)								
\$301.44	from A1990.4 (Special Items Contingent Account to A1410.4 (Clerk-Contractual)								
\$830.82	from A1640.1 (Central Garage-Personal Services) to A1620.1 (Buildings-Clerk Office Personal Services)								
\$191.84	from A1640.41 (Central Garage Contractual-NYSEG) to A1620.41(Building-Contractual-NYSEG)								
\$403.76	from A1620.4 (Clerk's Office Contractual) to A1640.4 (Central Garage Contractual)								
\$2,515.14	from A5110.2 (Streets-Capital Outlay) to A5110.4 (Street Contractual)								
\$2,817.02	from A5650.4 (Off Street Parking Contractual) to A5142.4 (Snow Removal Contractual)								
\$86.09	from A7310.4 (Youth Program Contractual) to A7310.41 (Youth Program Contractual Utilities-NYSEG)								
\$4,127.18	from A7150.4 (Mill Ponds-Contractual) to A8160.4 (Refuse Collection Contractual)								
\$317.02	from A5182.4 (Street lighting contractual to A5650.4 (off street parking-contractual)								
<b>\$12,759.34</b>									
<b>Water Fund</b>									
\$681.70	from F8320.42 (Src of Supply PWR &Pmp Meter Upgrade) to F8320.4 (Pump Station Contractual)								
\$1,206.30	from F8320.42 (Src of Supply PWR & Pmp Meter Upgrade) to F8320.41 (Srce of Supply PWR & PMP Cont Utility)								
\$88.68	from F8340.4 (Distribution System Contractual) to F8340.41 (Dist. System -System Repairs)								
<b>\$1,976.68</b>									
<b>Sewer Fund</b>									
\$2,080.00	from G8120.4 (Sewer collections-Contractual) to G8110.4 (Sewer Admin Contractual)								
\$1,041.80	from G8130.4 (Disposal Plant Contractual) to G8130.44 (Sewage Treatment & Disp. Sludge)								
\$1,000.00	from G8130.4 (Disposal Plant Contractual) to G8130.45 (Sewage Treatment & Disp. Chemicals)								
\$1,914.92	from G8130.41 (Sewage Treatment & Disposal Utilities) to G8130.45 (Sewage Treatment & Disposal Chemicals)								
\$1,000.00	from G8130.42 (Sewage Treatment & Disp. Sewer rnts) to G8130.45 (Sewage Treatment & disp Chemicals)								
\$375.00	from G9730.7 (Bond Anticipation Notes-Interest) to G9710.7 (Serial Bond-Interest)								
\$8,117.13	from 9720.6R (Statutory Bonds (Res) Principal-EFC) to G9720.7 (Statutory Installment Bonds-EFC-Adm Fee)								
<b>\$15,528.85</b>									
Motion to approve 2-2017 budget modifications by Trustee Boyd , 2nd by Trustee Locastro									