

MINUTES OF THE REGULAR 4-18-17 BOARD MEETING 5PM:

In attendance:

Trustee Case
Trustee Boyd
Trustee Cornell
Trustee Locastro
Mayor Shattuck

Staff:

Attorney Hayden
Clerk/Treasurer Fleming

From the Public: Tim Kerstetter, Auburn
Mike Ryan, 10 Creamery Rd.
David Westervelt, 53 Center St.

Hear from the Floor

Public Hearing #1 @ 6:05pm regarding adoption of a Solar Law for the Village of Union Springs. Board members discussed the model Solar Law from the Town of Geneva being the one that would suit the village of Union Springs the best. There are only a few properties in the village that would have enough acreage for a solar field (McDonald Point and Union Springs Academy). The village is exempt from the permit process. As soon as the water project across from the high school is finished, construction of the solar field will commence. The Solar ray will generate 1.6 megawatts, 500k for municipal use-then remaining community aggregation left to be distributed to village residents. Solar contractor will be responsible for reaching out to households who are interested in signing on to solar power. Cayuga County Power Authority will manage hook up, 20 year lease. No upfront cost to the village. Once lease expires, the village can keep the solar field or have the contractor remove the field. Solar energy should greatly reduce energy cost at the WWTP and the water pump house. Anticipated cost savings will be 25%. The savings in energy is one of the strategies in keeping property taxes down for village residents. A 239 referral before the County will be necessary. Trustee Boyd would like to review the material/draft law again before making any decision and bringing it to a vote at the May 16 board meeting. There were no questions or comments from the Public concerning the Solar Law.

Motion to close Public Hearing for **the Solar Law** at 6:27pm made by Trustee Boyd and 2nd by Trustee Cornell.

Public Hearing #2 @ 6:10pm Regarding the 2017-2018 Fiscal Year Budget. The 2nd Public Hearing was opened. Mayor Shattuck first spoke about the budgets for the Water and Sewer Funds reminding the board members that the only source of revenue for the W/S funds is through rents received, taxes do not support any of the expenses in either of these funds. The water revenue side was put together with a projected rate increase. Some of infrastructure is at least 75 years old. Cost to replace the water valves will be approximately \$100k. It's time to identify areas of the village and begin replacing the shut offs. The budget calls for the purchase of a dump truck, most of the cost of the truck will be expensed from the Water Fund. Mayor Shattuck asked if there were any questions about the budget for the Water Fund. There were none.

Water Fund: Appropriations: \$233,712 Revenues: \$239,300

Sewer Fund: Similar to the Water Fund, the only source of revenue is through rents. Though the sewer rate was raised from \$83.00 to \$90.00 per unit last fall, not enough revenue is being generated to keep up with the operation and maintenance expenses. The Sewer Fund took a big hit in the 2016-17 fiscal year when the backup

generator at the Plant needed to be replaced. Also the D.E.C. is mandated greater use of chemicals in the treatment plant. Lastly, the Village hired a new Chief Operator and a trainee position in the Treatment Plant, wages are now \$92k and were previously \$50k.

There were no questions asked about the Sewer Fund budget

Appropriations: \$419,980 Revenues: \$406,400

A shortfall of \$13,580 (from fund balance) to balance the Sewer Fund.

General Fund: Revenues are derived from property taxes, gross utility tax payments, sales tax, mortgage taxes, and user fees.

The Village had previously voted to override the property tax cap, but it does not appear that that will need to happen. Local Law #1 of 2017 will be repealed.

Appropriations \$702,028 Revenues: \$668,442

Amount from Fund Balance to balance the General Fund is \$33,586.

Schedule of Salaries and Elected and Appointed Officers and Employees beginning with the 1st payroll in June 2017 is attached.

For fiscal year 2018-2019 The assessed value for properties should be increased by 500k as the properties on Burchman Drive will be added to the tax rolls. Also there have been 2 new homes built in the Village and potentially 2 more will be built 4th quarter 2017 or 1st quarter 2018.

Cost for employee health insurance has been stabilized through the joining of the Greater Tompkins Health Care Consortium. Plan deductibles have been increased which lowers the cost of the premium. Also, new hires now pay a portion of the health insurance premium.

CHIPS money, notice from Gary Finch's office should be approximately 51k. AIM payment should be approximately 9k

Trash collection: Contract is set to expire with WeCare on May 31, 2017. When the contract expired in 2014, the current administration at the time did not budget for some of the tipping fees/dumpster expense; there was an extra 16k that was not budgeted. Because of these rising cost associated with tipping fees: Effective June 1, 2017, dumpster access and curbside pickups of bulky trash will be discontinued. The Village will still offer two "clean up" events, 1 in the spring and 1 in the fall.

Question from the public was asked about the brush and leaf pickups. Mayor said that the DPW is currently short staffed and has been dealing with some of the flooding clean up in the village. Once the new hire starts and some of the seasonal staff has returned that they will be able to catch up on the chipping (this always takes 2 people for safety reasons).

Budget calls for a property tax rate of **\$4.26 per \$1,000 of assessed value**. This is an increase of \$.03 per thousand dollars from 2016.

Budget calls for an increase of 3% for the core employees, laborers to receive \$1per hour increase. On Call Laborer to be compensated at \$14 per hour. The salary schedule is a public record and is attached to these minutes.

Trustee Boyd commented that the Mayor's salary should be increased. Current rate of pay is \$4,000. Mr. Boyd remarked how much time and effort the Mayor is putting in and he should be compensated accordingly. Mayor refused stating that the Village should be in better shape next year for a potential increase in the Mayor's salary.

Motion to adopt the 2017-2018 budget with the tax rate of \$4.26 per one thousand dollars of assessed value was made by Trustee Case and 2nd by Trustee Locastro.

Motion to close the Public Hearing @ 7:19pm by Trustee Boyd, 2nd by Trustee Cornell.

Public Hearing #3 @ 6:15PM Regarding increasing water rates for customers served by the village's municipal water system. Opened at 7:20pm. The proposed rate increase from \$2.50 to \$3.00 per 1,000 gallons was discussed. This rate is still much lower than the quarterly average rate for any of the municipalities in Cayuga County. Per Doug Selby from CC Water and Sewer, the average rate per gallon is \$5.78. The raise in the water rates will help pay for some of the updates to the water system without needing to take on new debt. The new proposed rate will go into effect September 1, 2017. Water rent users will be notified on the billing that comes out July 1.

Annual Drinking Water Quality Report is complete, available on the village website. Hard copies are available by request to the village clerk. Hard copy reports were mailed to Union Springs Central School, Fox Sr. Apts., U.S. Academy, Springport Library, and the Town of Springport.

Code Enforcement Report Previously emailed to Trustees

Audit on floodplain went well. Mayor Shattuck said that Town of Springport Supervisor David Schenck inquired about a raise for Howard Tanner. A 3% increase is in the 17-18 budget for the CEO. Mr. Tanner said that he spends approximately 60% of his time with Town residents and 40% with the Village residents.

Fire inspections are going smoothly.

Minutes of Previous Meeting

Approve Minutes from March 17th and 28th. Minutes were emailed to the board members. One correction needs to be made to the minutes of 3/28. Under the Code Enforcement Report, paragraph 2 should read Jason Barnes personal residence on Creamery Rd. Motion to approve the minutes from the meeting of 3/17 and 3/28 with the 1 correction, motion by Case and 2nd by Boyd approved.

Clerk/Treasurer's Report

Gearing up for Tax collection

Quarterly water/sewer billing out-with due date 4-30-17. Any outstanding bill unpaid by 5/15/17 will be relieved onto the 2017 Village tax bill(s). Lot mowing(s) to also be added to tax bills.

Treasurer's Report:

Abstract #11 approved for payment. Attachment to the minutes

General Fund: \$41,593.83 vouchers 486-524

Water Fund: 30,629.89 (includes pay off of the VOC project to Tompkins Trust Co.) vouchers 486-526

Sewer Fund: 10,052.08 vouchers 485-522

Trust&Agency: 1,067.98 vouchers 504-515

Total: \$83,342.78

Approve the Treasurer's Report for March 2017 & the following Budget Modifications: Reviewed on April 12, 2017 by Mayor Shattuck, Trustees Case and Boyd.

Mayor's Report: RFP for trash collection. Discontinuance of curbside pickups, utilize two village clean up events during the year. Notice to residents will be via website, mayor's blog, clerk's email contact list.

Overtime pay per Federal Law: Effective immediately employees cannot use "benefit time," (sick, vacation, or personal time) during a week and then be eligible for overtime, only exception is if they are called in for an emergency (snowplowing, flooding, water main breaks, etc.).

Mayor spoke about the **Zach property** on Foundry St. Mr. Zach has given the village the “right of first refusal.” Sale of property cannot be considered until the core samples are done. Brownfield funds for clean up would be available if contaminants are found. The LWRP committee is very interested in the property.

Mayor Shattuck has offered the **DPW position** to Nicholas Hotaling, he will start with the village on May 1, Nick has experience with working with heavy duty machinery, trenching, etc. He is a village resident, does not need health insurance at this time possess the right skill set for what the village needs. Welcome Nick. Also we will welcome two of our past seasonal employees; Zach Curtis and Jared Patterson. They will start back as soon as their college schedules allow.

Mayor would eventually like all of the Board members to move to “tablet technology” for board items just not in this year’s budget.

Mayor’s new email address is: mayor@unionspringsny.com.

Clerk’s email address: clerk@unionspringsny.com

Village Attorney’s Report:

Chad commented that he will be out of town all next week. He then remarked that a settlement with regards to the Union Springs Academy property tax assessment had been reached in favor of the US Academy. The village should be able to tax the US Academy for the properties on Burchman Drive in 2018. He then discussed the CIN Bingo litigation; cost will be another 25k to continue the litigation. The members of the board felt that the village should continue with the litigation with a potential change in legal team. Mayor Shattuck remarked that there was no money budgeted in the 2017-18 fiscal year. If NYS does not abide by Section 10 for reimbursement of legal cost, the Village would be on the hook for the 25k. Trustee Locastro commented that the Town of Springport expressed that they will help the village with some of the legal cost.

A motion was made by Trustee Cornell and 2nd by Trustee Locastro to Amend the Budget for \$25k A2770/A1420.4. Passed. Mr. Hayden will keep the board members up to date on the case.

Mayor and Attorney Hayden will work on Request for Proposal for village trash collection.

Dept. of Public Works Supervisor’s Report: spring clean up day scheduled on Saturday, May 13, 2017 6 am-10 am.

Trustee’s Reports:

Trustee Boyd: Bill did not give a report he then asked if there is a “job description” for his role as Water Commissioner. Mayor Shattuck explained that the Commissioner roles are one of a liaison between a department head and the board. The Mayor commented that the Governor has made a great deal of grant money available for infrastructure improvements; this will increase the involvement of commissioners.

Trustee Case gave an explanation to the guests attending the meeting as to why renovations were necessary to the playground and who comprised the committee for the – “2017 – The Year of Frontenac Park”: Eric Rosenkrans, Warren Albrecht, Bud Shattuck, Dawn Locastro, Martha Russell, and Marion Case. She also gave an update on sponsorships to date: Warren Salem Lodge of Union Springs has donated \$10,000, the Lions Club of Union Springs received a grant at the April meeting of \$5,000, the Walter Conley Legion Post #1107 organizations have donated \$5,000, the Village of Union Springs has set aside \$5,000, and fund raisers with Doug’s Fish Fry, raffles, and two private donations of \$200 added approximately \$900. In total, \$25,900 has been achieved. She and Eric Rosenkrans attended a Town Board Meeting and asked for sponsorship and the town was very receptive and supportive. She’s

also contacted Cayuga Lake National Bank and Generations Bank asking for donations. A Book/Bake sale will be hosted May 20th by the Walter Conley Legion Auxiliary. Donations of books can be dropped off at the Legion May 19th from 10:00 to 3:00.

Cornell: He is working on the hot water issue at the village office. May need to replace the tank as the hot water heater keeps tripping the breaker switch.

Locastro: No report given

Old Business: None

New Business: None

Miscellaneous Correspondence:

- Minutes from CCAV,
- Invitation for April 25th meeting at Sunset. Speaker is Doug Selby from Cayuga County Sewer and Water Authority.

Motion to Adjourn @8:22pm by Trustee Cornell and 2nd by Trustee Boyd. Passed.

Respectfully Submitted by,

Joanne Fleming
Village Clerk/Treasurer

Attachments: 2017-18 Salary and Wages
Abstract #11 April 2017

VILLAGE OF UNION
SPRINGS

SCHEDULE OF SALARIES OF ELECTED AND
APPOINTED OFFICERS AND
EMPLOYEES

Beginning 1st pay period June 1, 2017

2017-2018

VILLAGE BOARD OF TRUSTEES (4 @ \$2400.00) /4=600.00EA.	\$	9,600.00	YEAR
MAYOR (R. SHATTUCK) \$333.33 PER MONTH	\$	4,000.00	YEAR
CLERK/TREASURER (J. FLEMING)	\$	16.83	HOURLY
SUPERVISOR DEP. OF PUBLIC WORKS(J. WEAVER)Salaried	\$47,752.17Year	\$22.96	per hr.
WWTP OPERATOR(J. JEFFERS) Salaried \$51,500k	\$	24.76	HOURLY
LABORER TBD N. Hotaling	\$	16.00	HOURLY
LABORER ON CALL ()	\$	14.00	
LABORER (J. Smith)	\$	16.00	HOURLY
DEPUTY CLERK (S. Russell)	\$	15.45	HOURLY
LABORER - P.T. SEASONAL (J. PATTERSON)	\$	11.00	HOURLY
HISTORIAN - PART TIME (J. LANNING)	\$	600.00	YEAR
LIFEGUARD new this year (SEASONAL)	\$	10.50	HOURLY
Lifeguard - P.T.returning SEASONAL	\$	11.00	HOURLY
LABORER - P.T.SEASONAL (Z. CURTIS)	\$	11.33	HOURLY
RECREATION SUPERVISOR - PT SEASONAL (G. WEIR)	\$	14.07	HOURLY
VILLAGE ATTORNEY PART TIME (CHAD HAYDEN) /12=8600 per month	\$	7,200.00	YEAR
WWTP Trainee (D. Albright)		\$16.00	

Howard Tanner Code Enforcement Officer
(shared service with Town of Springport)

\$10,600 Annually