

**Village Board Meeting  
Minutes May 17, 2016**

In attendance: Trustees: Boyd, Case, Locastro, Ruiz, Mayor Bud Shattuck, Clerk/Treasurer Fleming, Superintendent of Public Works Bob Kneaskern, DPW Supervisor Jeff Weaver, and Village Attorney Chad Hayden. Code Enforcement Officer Howard Tanner.

**From the Public:** Jason Barnes, Dan Penird, Kathleen Wilde, Bob Shea, Jason Halverson and Gretchen Weir.

**Open Public Hearing:** Boat Launch Fees, amend LL#3 of 2016 to include the Town of Springport residents to launch free. Mr. Penird commented that residents should be allowed more than 1 sticker. Some residents have more than one boat and boat trailer. Brought up ADA compliance issues within the village.

Attorney Hayden said that he drafted the law based on the tow vehicle. Law needs better clarification. All agreed sticker may be placed on tow vehicle or placed on dash for those who have more than 1 boat. Inspector looks in the tow vehicle window. If no ticket is displayed, courtesy letter sent reminding the boater that a \$5.00 is required.

Law is fee driven, not meant to be punitive.

Keep P.H. open if anyone else has a comment. Motion by Boyd, 2<sup>nd</sup> Case.

Motion to approve amended change **to Local Law # 1 of 2016** and allow Town of Springport residents free launching of watercraft from boat launch at Frontenac Park with proper sticker placement. Motion by Case, 2<sup>nd</sup> by Locastro. Passed.

**Halverson:** He is looking into opening a liquor store at 151 Cayuga St., he is working with the ABC Board. NYS Liquor law states that the establishment must be a minimum of 200 feet from churches. He is awaiting feedback from ABC Board. Does not have opening date yet.

Halverson left at 6:25pm

No one else from the public spoke.

**Minutes of the Previous Meeting:** Minutes were reviewed and accepted on a motion made by Trustee Case and 2<sup>nd</sup> by Trustee Locastro. It was suggested that beginning in June, minutes will be delivered by email which will reduce the need for the Clerk to make copies and it will also reduce the paper expense.

**Code Enforcement Report:**

**Union Springs Code Enforcement report  
May 2016**

**Permits:**

1611 – Brian Saxton 127 Cayuga Street (office)  
1612 – Mike Ryan Creamery road (new Home)

**Order to Remedy**

Ken Freece 763 Old Rte. 326 Junk, rubbish, stored outside  
Kari and Donna Wilmot 17 Park Street rubbish and junk  
Mike Feocco 15 Park street junk and rubbish

**Certificate of Occupancy**

**Fire Inspections**

**Certificate of compliance**

**Parking Tickets**

9 parking tickets issued for parking on Cayuga Street between 10:00 pm and 6:00 am

**Updates**

- We have put together a cleanup schedule with Larry Wolfe
- I will be at a training class on June 7<sup>th</sup> and 8<sup>th</sup>

Respectfully submitted 5/12/16  
Howard Tanner

**Clerk’s Report:**

Review of water and sewer accounts to be releived and placed on 2016 Village tax bills.

Handout attached.

Motion to relevy made by: Case 2<sup>nd</sup> by Locastro.

**2016 tax bills** to be printed by Cayuga County. Clerk is adding a sticker with a message to residents about closing the office during Bass Elite Tournament. Bills should be mailed by the end of May, must be postmarked 7/1 to avoid penalty.

Recap of the **registered fishing tournaments**. There are 11 this season beginning 1<sup>st</sup> weekend in June through September 18. All Tournament Directors are reminded that a launch fee of \$5.00 is required per day per boat.

NAME	DATE	# OF OATS/PARTICIPANTS.
1. NY Bass Nation (Jr. State Champ)	6/4-6/5/16	100 participants
2. Barge Canal Bassmasters	6/18/16	80 participants
3. Bass Masters Elite*	6/23-6/26/16	100 boats
4. BucketMouth Bass Club	8/13/16	16 boats
5. BFFL	8/13/16	11 boats
6. Susquehanna Bass Assoc.	8/14/16	15-20boats
7. PA Bass Caster’s	8/20/16	28 boats

8. Cashion Rods	8/20/16	40 boats
9. Good Ole Boys	8/21/16	12 boats
10. NY Bass Nation	8/27-8/28/16	150 participants
11. Rochester Bassmasters	9/18/16	25 boats

**Audit of the Bills (vouchers)**

General Fund:	\$15,341.51
Water Fund:	\$ 5,963.63
Sewer Fund:	\$ 5,852.65
WWTP Capital:	\$24,803.29
Trust & Agency:	\$ 5,943.05

Motion to pay the bills made by Trustee Boyd 2<sup>nd</sup> by Trustee Ruiz.

**Department of Public Works:**

**Jeff Weaver** reported that they have been prepping Village for the Memorial Day activities. Less than 70 meters need to be converted. Focus right now is getting park ready for the season and the upcoming Bass Elite Tournament. Swing set at the Park playground has been repaired.

Inmates need to be scheduled for park and **Frontenac Island** – clearing a spot on the island for Launching of fireworks for the **FishCayuga Festival** Docks to be put in water and rope off swim area.

**Kneaskern: 2<sup>nd</sup> Air Stripper Tower** project is getting closer. Scheduled for July. Bob will oversee project and work with engineer company, MRB Group.

**Village Attorney’s Report: Cayuga Indian Nation 2<sup>nd</sup> circuit court, no news, late ruling, unsure as to why there is a delay in ruling.**

**Verizon** cell tower, Verizon didn’t like language of the easement draft. Should have by the next time the Village meets.

**Air Stripper-NYMIR** indemnity, Hayden has not received a response.

**Trustee’s Reports:**

**Ruiz:** Will be closing on the sale of his home very soon. This will be his last meeting as Trustee.

**Case: Employee Handbook** is ready for board approval. All employees will receive a copy; signed receipt will be placed in personnel file.

The handbook is a living document, not a contract, tool to regulate staff. Handbook includes “**Code of Ethics**” Family Leave Act etc. Motion to accept the **Code of Ethics** made by Ruiz, 2<sup>nd</sup> by Boyd, passed.

Meeting with a **Premier Payroll service** on June 10<sup>th</sup>, Shattuck and Fleming to also attend.

Motion to approve **Employee Handbook** entered by Trustee Case, 2<sup>nd</sup> by Trustee Locastro

Case	Aye
Locastro	Aye
Ruiz	Aye
Boyd	Abstained

3-1 Motion passed.

### **Case (Park)**

Case, Weir and Fleming to meet with **Lifeguards** Saturday, June 4<sup>th</sup> @ 10am. Lifeguard applications have been received from: Brittany Lillie, Brandi Jersewski, Azure D’Angelo, and Josiah Waterman. Village is still accepting applications for the season. Need at least 6 guards to operate efficiently.

**Gretchen Weir:** Discussed hours in park, perhaps having lifeguards available to cover swim area Thursday – Sunday. Monday through Wed. there is very little activity.

Arts and craft programs have not been well attended for the last few years.

**Lifeguards** will be responsible to pick up trash and be sure bathrooms are cleaned when they are scheduled to work.

**New phone system** under review.

**Friends of Frontenac Park** establish as a Not for Profit. Raise dollars for park programs/improvements.

Working with Donna Wolfgang on the possibility of a summer lunch program.

She is currently providing administrative services to the DPW for material safety data sheets and inventory.

### **Locastro (Streets)**

Trash issues continue at the former Gardner Insurance Agency building. Trash is left under the fire escape. Neighbors are complaining. Property owner is Eric Rosenkrans.

Code Enforcement Officer will follow up with Mr. Rosenkrans. Also there is a broken window at same location needs attention.

Feral cat population was brought up. Mayor asked Trustees to do some brainstorming for the next meeting.

Cleaned up in front of Legend's Tavern on 5/30/16, need tree trimming done and get busy on sidewalk ordinance. Trustee Boyd said he will work with Trustee Locastro on drafting an ordinance for sidewalks.

**Crosswalk** where Spring St. meets Route 90 is needed. Need to appeal to NYS.

**Mayor's Report:**

**Mayor** addressed the short staffing at the DPW. One DPW Laborer is out on Workers' Compensation. Mayor has hired Daniel Albright as an "on-call" laborer. Jared Patterson will begin as a P.T. Seasonal employee

Advertising for **Deputy Clerk/Treasurer** position is on the website, NYCOM website, and The Citizen.

**Boat Launch:** Mayor plans to purchase a ticket dispensing machine similar to parking meter machine. Insert launch fee, receive ticket and place on dash of tow vehicle.

Mayor has submitted a grant for the repair of the docks at the **boat launch site**. This would be for a matching grant; the Village could do their match in-kind. Need to go out to bid. Scope of grant request is for dock repair, handicap accessibility, signage, sealing and chipping, and adding another pad into the launch.

Beginning in July, the owners of **Owasco Paddles** will have a satellite location at Frontenac Park, they will rent kayaks, canoes, paddleboards to the public. Village will purchase a shed and lease the space to Cayuga Paddles for their operation.

It was suggested that copies of monthly board meeting minutes be sent in electronic format effective June 2016. Please acknowledge receipt to Village Clerk. Minutes can then be reviewed in advance by board members and voted on during the current meeting.

**Solarization:** Regional Planning Board. 28 municipalities are interested including Wells College. Plan would be to install solar panels at the Dept. of Public Works and by the Pump house. Excess solar energy and be "banked."

Updated Board members on "**Bright Lights**" program, changeover to LED lights, could see a savings of 50% in energy cost. John Montone on State Board remarked that it may be good for the Village to buy the arm, own everything but the pole.

Cayuga County Soil and Water – Mill Pond may be able to come in and sleeve.

33 Homer St., bank is caving in, NYS DOT was going to build a retention pond, no longer going to do that. It is up to the village to maintain streams and creeks. Village owns the creek, Hayden will look into that with CC Real Property.

Mayor announced his appointment of **Lloyd Dropkin to the Union Springs Planning Board**. Planning Board Chairman, Sidney Wolff is in favor of the appointment.

Mayor is meeting with Town Board member, Andy Rindfleisch on joining **Tompkins County Health Insurance Consortium**. Community rating under their plan with only a 5% increase as opposed to a 14-15% increase as proposed by Blue Cross/Blue Shield.

**Old Business:**

**Computel Consultants** audit of gross utility tax payments is almost complete, still need to do Verizon. The Verizon strike has caused delays.

**LWRP:** Kick off meeting at U.S. H.S cafeteria. Blue Way Trail, trail maintenance and plantings will be done.

**Motion to close Public Hearing at 8:55PM on LL#1 of 2016 made by Trustee Case and 2<sup>nd</sup> by Trustee Ruiz.**

**New Business:**

Establish by resolution a Standard Work Day for reporting purposes to New York State Employee Retirement System. All employees must be offered the opportunity to join the system. Full time employees are mandatory enrollment. All full time employees will be an 8 hour day, anyone else (lifeguards, seasonal, etc.) will be a 6 hour day. Trustees are eligible, must provide a “Record of Activities” in order to receive service credit.

Motion to **Adopt Standard Work Day** of six (6) hours for New York State Employee Retirement System (NYS ERS) for appointed and elected officials, motion by Case, 2<sup>nd</sup> by Boyd. Passed.

**Close boat launch, close Village Office during FishCayuga-Bassmaster Tournament.**

Any other business to come before the board:

**Executive Session:** entered into session at 8:59 pm to discuss personnel issues.

Exited from Exec. Session at 9:50pm Motion by Ruiz and 2<sup>nd</sup> by Locastro.

**REMINDER: Change in date for June board meeting due to Bass Elite Tournament. Meeting will be June 14, 2016 @ 6pm.**

Motion to adjourn meeting at 10:00 pm by Ruiz and 2<sup>nd</sup> by Locastro.

Respectfully submitted,

X

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Joanne Fleming  
Village Clerk/Treasurer