

**Village of Union Springs Board of Trustees
Minutes for August 15, 2017**

In Attendance: Mayor Shattuck, CEO Howard Tanner, Village Attorney Chad Hayden, Trustees: Bill Boyd, Marion Case, Brian Cornell, Dawn Locastro.

Clerk/Treasurer Joanne Fleming, Deputy Clerk Sharon Russell

Pledge to the Flag: Mayor Shattuck began with the Pledge at 6pm he then invited the Public to address the board.

From the Public: George Fearon, Gretchen Weir

Hear from the Public: George Fearon regarding donation of a tree. Mr. Fearon spoke about the redbud tree that had been planted near the gazebo on Cayuga St. (Route 90). The tree failed to thrive there most likely due to the zone. He would like to replace the tree and donate a Metasequoia in its place. He provided the Board members with a photo of what the tree looks like as well as literature describing the tree's history. He asked the Board to grant him retention of the reproductive rights and its asexually reproduced descendants. Mayor Shattuck asked Mr. Fearon to maintain the tree during its early growth as no one on current staff is an arborist. A motion to accept the tree donation and allowing Mr. Fearon the reproductive rights was made by Trustee Locastro and 2nd by Trustee Boyd. Motion passed. Mr. Fearon thanked the Board for their time and then exited the meeting at 6:15pm.

Gretchen Weir attended the meeting to hear about any new changes being made to the rules of Frontenac Park.

Minutes of Previous Meeting

A motion to approve the July 2017 minutes was entered by Trustee Locastro with a 2nd by Trustee Boyd. Passed.

Clerk/Treasurer's Report

Ms. Fleming informed the Board that the Lifetime Benefit Cards that are used for Health Reimbursement Accounts HRA accounts credit limits max at \$3,600, while the Board agreed to fund \$4,200 towards full time employees high deductible, there is no automated system to add the additional \$600 onto the reimbursement card. For the remainder of 2017, any employee who exceeds the \$3,600 threshold will have to provide the Village Clerk with copies of their medical bills and then the Clerk will issue a check for reimbursement. To alleviate a potential financial hardship for the employee, the Board will allow reimbursement to be a "pre-paid" transaction. The Clerk will send a memo to employees who are current on the health insurance plan.

Ms. Fleming said that ATN Surveillance is due to come in on Thursday and install a replacement camera. The camera that scans the Jorgensen Pavilion and the beachfront was not in working order. The vendor will also check on the internet status at the DPW.

A business owner reported an issue with raccoons entering their building. Because this is not happening on municipal property there is nothing that the Village can do.

Financial Report(s) for July were given to Board Members and Div. Heads. 2016-17 year end is pending. The Annual Update Document AUD is on Extension until 10/1/17.

2017 outstanding taxes: 29 properties - \$19,794.14 remains uncollected. Unpaid tax bills will be turned over to Cayuga County in November 2017. County will then make Village whole in March 2018.

Shut off notices for past due w/s bills to go out 8/15/17. Next meter readings to take place in September and billed October 1, with new water rate in effect.

Sales Tax revenue to date: \$69,226.00 - 29% of budget received.

Boat launch revenue to date: \$6,657.06 - 39% of budget received.

Audit of Bills Abstract #3

General Fund vouchers #117-169 \$22,117.85

Water Fund vouchers #117-158 \$19284.54

Sewer Fund vouchers #122-166 \$17,246.16

Trust & Agency vouchers #131-170 \$1328.28

Motion to pay bills listed on abstract #3 made by: Trustee Boyd 2nd by Trustee Cornell. Motion Passed.

Sharon Russell's position as **Deputy Clerk** must be formally recorded into the minutes for Cayuga County Civil Service records. The Deputy Clerk will perform the duties of the Clerk Treasurer in her absence. Motion by Trustee Cornell, 2nd by Trustee Boyd. Passed.

Code Enforcement Report: was previously emailed to Mayor and Trustees on 8/14/17.

Code Enforcement report for August 2017

Permits:

1718= Sunset Exteriors – rebuild porch on Center street

1719 = Lloyd Dropkin -4885 Springport Cove (fence)

Orders To Remedy

Harold Dymock -10 Arnold Street (rubbish)

Robert Deming -62 Grove Street (grass over 10 inches)

Jackie Murray – 4 Chapel Street (grass over 10 Inches)

Certificate of Occupancy

Parking Tickets 1

Updates

- Trainings =New York State Fire Marshalls and Inspectors Sept 5-8 2017

- Flashing signs in the Village

- Number of boats and trailers in yards

- Short term rentals

- Larry Wolfe

Respectfully submitted 8/14/17

Howard Tanner

Department of Public Works:

- It was suggested holding the next **Clean Up** date on a Sunday as the Village has a large Seventh Day Adventist population, holding it on a Saturday makes it difficult for those residents to take advantage of the semiannual event. The Board members then set on Sunday, **October 1** from 7am-11am for the event. Overtime will be paid to the DPW staff who works on that Sunday.
- Cayuga Recycles 9-16-17 @BOCES
- Household Hazardous Waste Day 10-21-17 Location TBA

- America Recycles Collection Day 11-18-17, City of Auburn Landfill
- **New VOC Air Stripper**, DPW staff needs to be trained.
- **Well Pump**: Last year one of the well pumps failed and it was only 3 years old, Gould's problem? Trustee Boyd asked if a consultant should be asked to look at the pump failure issue. Motor was sent back now waiting to hear back from Goulds.
- **John Deere Backhoe**: Currently the village owned back hoe is in disrepair, the Village has spent approximately \$12k in various repairs and it has an oil leak that cannot be fixed. The Mayor and DPW has looked at the possibility of a municipal lease (payment in arrears) with a \$1.00 buyout at the end of the lease. The lease payment would be an annual payment of \$21k per year. The first payment would be due in the 2018-19 fiscal year. An appropriation for the annual payment will be made during the next budget cycle.

Motion made by Trustee Case to sell current backhoe through Tietzworth Auctions and enter into the municipal lease program, the motion was 2nd by Trustee Boyd:

Member Case	Aye	
Member Boyd		Nay
Member Cornell	Aye	
Member Locastro	Aye	
Mayor Shattuck	Aye	
Tally:	4-1	Passed

Mayor's Report:

- Village Infrastructure map of all sewer lines and sewer manholes. Dept. Heads: Jeff Weaver and Jim Jeffers also have copies of the maps. Inventory of lines dates back to 1953-65 what are the lines made of? Repairs to the infrastructure could be in the range of \$20 million. Mayor wants monthly meetings with WWTP Operator and DPW Supervisor to address these issues and concerns.
- NYS DOT: Change creek bed coming down from Stubbs property
- **CFA Grants**: Applications are filed with NYS. Recipients are awarded at calendar year end.
- **Zach Property**: Mayor FOILED core testing, no reports of contamination found. Zach's have agreed on sale price of the property. A portion of this property will be used for remediation of the water run off that comes down Basin and Factory Streets. Acquisition of the property will be financed partially through a donation to the Village, part by WQIP grant and a portion from the Village's fund balance if necessary. Mr. Zach is willing to hold the paper until all of the funds are available.
- **Trustee Boyd moved to purchase the Zach property for \$365k and accept a gift of \$200k to assist with the purchase of said property. Motion was 2nd by Trustee Case.**

Member Boyd	aye	
Member Case	aye	
Member Cornell	aye	
Member Locastro		abstained
Mayor Shattuck	aye	
Tally: 4-1	Passed	

Automatic gate at DPW: Connor Fence to install

- Mayor sent letters to **Basin/Factory Street property owners** who will be affected by the culvert redesign. He has spoken to 7 of the 15 property owners.
- Mayor Shattuck commented about **Jay Strongwater** notice of closing, 29 employees will be losing their jobs. Uncertain if some of them will be absorbed by Mackenzie Childs.
- The **family of Ed Tanner** is donating 2 benches to the Village. One will be located near the playground, the second will be located at the south end of Frontenac Park. The Tanner family

will also pay for plaques honoring Ed Tanner. The staff of the DPW will install the benches in the park.

Village Attorney's Report

- Mayor Shattuck asked Mr. Hayden to draft a local law for **rental agreements**. A public hearing will be set at the October meeting.
- CIN has been granted an extension until 8/26, going to Federal Court.
- No contact on the Section 10 reimbursement from New York State.

Mr. Hayden reported that **Larry Wolfe's** case had been extended once again as he is now working with Attorney Bob Bergan. Request adjournment for another 30 days. A fine of \$20k is pending.

Trustee Reports/Updates

- Case (Park): Resolution to Revise and Adopt Rules and Regulations in Frontenac Park
 - 1) Playground Updates - 4 pieces of apparatus ordered
 - . John Wade and Jeff Culver taking over installation/community build crew
 - Batting cages at baseball field.
 - . \$500 donation from the Deputy Sheriffs Benevolent Association
 - 2) Old Business: Crosswalk on Spring St/ Rt 90
Placement of signs - Handicapped, No Swimming, No Fishing, No Dogs, etc.
Take down old swing set frame.
 - 3) Kidde Lock Box status?
 - 4) Resolution to approve new enforceable laws governing the park
 - 5) Boat launch ticket dispenser an automated ticket dispenser for the boat launch, cost is in the range of \$12k-\$15k.
 - 6) 4 A Purpose Concert, September 17th at Frontenac Park, 2:00 - 4:00
Need Ideas for fund raiser for playground activities - Big Rigs, Dunking Booth, Hot dogs/Hamburgs, etc.
Park will be closing on 8/26/17, all of the lifeguards have returned to college. Signs either need to be posted about no swimming, no boats in swim area or the docks will need to be pulled in the swim area.
- Locastro (Street): Has a contact for used office furniture that could be used at the Village Office.
- Cornell (Sewer): Reported on the automatic gate at DPW, will be installed shortly, working through some of the electrical issues.
- Boyd (Water): Trustee Boyd asked for the board to give him permission to perform some maintenance on the docks. The members of the board granted permission to Mr. Boyd only.

Old Business:

Trustee Case asked for an update on the crosswalk on Route 90. Mayor Shattuck said that he would follow up with the DPW.

LWRP

New Business: Southern Cayuga County Baseball league is interested in installing a batting cage behind the scoreboard of the ballfield. It will be at their expense and the league will do the installation. The Board Members gave verbal permission for the league to install/maintain a batting cage.

CCAV Association of Villages in Cayuga County dinner meeting, Tuesday, August 29. **Union Springs** is host Village. Speaker: Jen and Carl Collier, Finger Lakes Dog Protection Agency. Dinner at Yawger Brook, RSVP to Joanne on or before Thursday, August 24.

Miscellaneous Correspondence:

Any other business to come before the board

Motion to Adjourn was made by Trustee Cornell and 2nd by Trustee Boyd at 9:30pm.

Next meeting: September 19, 2017 @ 6pm

Respectfully Submitted by:

Joanne Fleming

Clerk/Treasurer

Attachments:

Audit of the Bills - Abstract #3