



BOARD OF TRUSTEES

Trustee Donna O'Hara

Trustee Bill Boyd, Jr.

Trustee Brian Cornell

Trustee Jeremy Smith

Village of Union Springs

Board of Trustees Minutes November 21, 2023

Meeting began at 6:00 p.m. with Pledge of Allegiance.

In attendance: Mayor Robert Thurston Jr., Trustee Donna O'Hara, Trustee Bill Boyd, Jr.,

Absent: Trustee Jeremy Smith and Trustee Brian Cornell, Treasurer Jennifer Schenck

Also in attendance: Clerk Christine Van Horn, DPW Supervisor Joe Smith, DPW Kevin Thurston, Deputy Clerk Jessica Fayette, Attorney Chad Hayden, Lynne Hopson (Exit 6:15), and Martha Russell (Enter 6:47)

Open Public Hearing-Sewer Rate Increase

Trustee O'Hara made the motion, seconded by Trustee Boyd, all ayes, to open the public hearing at 6:03

From the Public:

Nothing from the public at this time but Mayor Thurston did a short presentation on the sewer rate increase. The rate increase will take place in January. There will also be a \$5 SOT fee for everyone per EDU.

Close Public Hearing

Trustee O'Hara made a motion, seconded by Trustee Boyd, all ayes, to close the public hearing at 6:14.

Clerk's Report:

Review and approve minutes from October 17, 2023, meeting. Trustee O'Hara had changed the dates of the upcoming elections from 2023 to 2024.

Motion to approve minutes made by Trustee O'Hara and seconded by Mayor Thurston. Trustee Boyd abstained.

Harassment and Discrimination Handbook:

There was some question about the prior arrest or conviction record listed in the purpose section that Attorney Hayden is going to investigate more to find limitations and we will table until December meeting to investigate and for everyone to have longer to review.

Trustee Boyd made a motion, seconded by Trustee O'Hara, all ayes to table approval of the handbook update until December meeting.

Treasurer's Report: Jennifer Schenck (Absent)

Emailed abstracts, treasurer's report, boat launch revenue prior to meeting. Phoned that three bills were being added.

Audit of Bills: Abstract #6

General Fund: Vouchers 287-331 \$22,679.80

Water Fund: Vouchers 287-329 \$7,192.99

Sewer Fund: Vouchers 287-330 \$19,969.02

Trust and Agency: Voucher 307 \$13,050.00

Motion to pay bills made by Trustee Boyd and seconded by Trustee O'Hara. All ayes.

Deputy Clerk Jessica Fayette

Now that we have a new clerk the DEC application can be completed to start selling hunting and fishing licenses.

Department of Public Works: Joe Smith, DPW Supervisor

Got quotes for water tank inspection.

Getting equipment ready for winter.

New snowflakes are up a few are missing bulbs DPW are going to take pictures.

Gate bids

Whereas be it known that DPW reached out to 5 companies for bids. Two bids were received, and three companies didn't get their written bids in by the stated 6 p.m. time frame.

Therefore, be it resolved to go with the lowest bid by Martin's.

Trustee Boyd made the motion, seconded by Trustee O'Hara, all ayes.

Code Enforcement Report: Kevin Thurston

Discussed 00 Chase Street with Attorney Hayden he is going to approach parties involved with some options. Keep the required 66 feet of road front if possible. Documents next month to approve if they agree.

Mayor's Report: Robert Thurston, Jr.

The presentation of NY Forward and DRI were well received. Commitment between all the towns and villages involved is a very good thing.

WWTP letter of support went out to Federal, State, and County officials.

Veteran Banner partnership with Legion for downtown. The village would collect funds for the banners. Legion would do coordinating with the public.

Vision and Dental insurance the clerk is reaching out to AFLAC and other companies for pricing.

2024 service agreement with USDA for Cormorants, everyone agrees to do, fund with ARPA or Parks.

Christmas tree lighting will be December 2nd at 5:30. Crafts in Generations parking lot, Community band, and caroling. Donuts and cider from Owens orchard for \$107.70 from Park budget.

Village farmers/craft market possibly once a month May-September possibly on Sundays.

Deputy Clerk Pay increase

Whereas let it be known that the Deputy Clerk Jessica Fayette has requested a pay increase.

Note therefore be it resolved that she will receive a .50 an hour rate increase.

Typically going forward raises would only be at budget time.

Trustee Boyd made a motion, seconded by Trustee O'Hara, all ayes for the increase to the deputy clerk's pay.

Holidays

Whereas let it be known that at the October 17, 2023, meeting there was a motion to approve holiday hour change from 9 hours for DPW and eight hours for clerk to all full-time employees to receive eight hours of holiday pay per village approved holidays starting immediately.

Note thereof be it resolved that this change was not yet noted in the Employee handbook and this policy will go back to what was originally stated in the handbook to be paid for the hours that would typically be worked on the day the holiday falls upon.

Trustee O'Hara made a motion, seconded by Trustee Boyd, all ayes to go back to the original holiday pay policy.

Trustee's Report(s)

Trustee Bill Boyd, Jr. – Discussed a recent incident of someone bow hunting in the village. Current law and DEC regulations should be sufficient to keep this from happening in the future. It can't not be done near structures.

Trustee Donna O'Hara:

Looked into a new company for refuse collection and it was more than the current contract. Need to get bids in February for refuse collection as our contract is up with our current company.

Trustee Brian Cornell: Absent

But discussed that the cameras had been installed. There is online training to be done. Mayor, Clerk, and Trustee Cornell would have access.

Trustee Jeremy Smith.: Absent

Discussed a rough estimate of the boat launch bathroom would be \$1500.

Village Attorney's Report: Chad Hayden

Update of the Chase Ave property as discussed in code.

Old Business:

New Business:

Resolution to hire new village clerk

Whereas be it known that the position of village clerk became open upon the resignation of Jessica Mainville.

Note therefore be it resolved that Christine Van Horn shall be appointed Clerk for the Village of Union Springs on the 20th day of November 2023 until such time as her resignation or other vacancy.

Trustee O'Hara made a motion, seconded by Trustee Boyd, all ayes for the appointment of the clerk.

Bank Accounts and Credit cards

Due to previously noted resignation of Clerk Mainville and appointment of Clerk Van Horn, Jessica Mainville would need to be removed as authorized user and Christine Van Horn added as new authorized user.

Rural water training

Water operator Kevin Thurston would like to attend the upcoming Rural water training in May.

Executive Session if Needed: not needed.

Next Board Meeting: December 19, 2023, 6:00 p.m.

Adjournment: 7:58 p.m.

Motion by Trustee Boyd, seconded by Trustee O'Hara, all ayes.

Respectfully Submitted,

Christine Van Horn
Village Clerk