

April 22, 2013

The Organizational Meeting of the Nunda Village Board of Trustees was held on Monday, April 22, 2013 with the following present:

Mayor: Jack Morgan  
Deputy Mayor: Reggie Grosse  
Trustees: Doug Gray  
          Bob Cox  
          Jeff Essler  
Clerk-Treasurer: Lori Gray

Citizens: Ron & Betty Adam

Mayor Morgan called the meeting to order at 7:30 P.M.

Roll Call: All Present

Pledge of Allegiance led by Mayor Morgan

Appointments by Mayor Morgan

<i>Clerk-Treasurer/Clerk of the Board</i>	Lori J. Gray
<i>Deputy Clerk</i>	Elsie Greenberg
<i>Deputy Mayor</i>	Reggie Grosse

COMMITTEES:

<i>Administrative</i> <i>(Includes insurance, planning, office, phone, computer, data)</i>	Jack Morgan/Jeff Essler
<i>Labor Compliance Officer (CDGB requirement)</i>	Linda Armstrong
<i>Public Safety/Police</i>	Doug Gray/Bob Cox Alternate: Jeff Essler
<i>Water</i>	Reggie Grosse/Jeff Essler
<i>Other Utilities</i> <i>(Includes sewer, streets, trees, cable)</i>	Bob Cox/Jack Morgan
<i>Youth/Parks</i>	Doug Gray/Bob Cox
<i>Budget Preparation</i>	Mayor/Village Board
<i>Legal Consultant</i>	Shannon Hillier
<i>Financial Depository</i>	Five Star Bank Secondary, M & T

Secondary, JP Morgan Chase

**Financial Consultant**

Bernard P. Donegan

**Official Newspaper**

Genesee Country Express  
Alternate: Liv. Co News/Hornell Evening Tribune

**Code Enforcement Officer/Zoning Officer**

Shawn Grasby

**Deputy Zoning/Code Enforcement Officer**

Mark Mullikin

**Local Addressing Official**

Shawn Grasby

**Fair Housing Officer**

Lori J. Gray

**Court Clerk**

Cindy Essler

**Acting Justice**

James Mann, Jr.

**Historian**

Valerie Griffing

**Registrar**

Lori J. Gray

**Deputy Registrar**

Cindy Essler

**Records Management Officer**

Elsie Greenberg

**Assessor**

Bruce Knapp (Town)

**Meeting Nights**

2nd Mondays @ 7 PM  
4th Monday at 7:30 PM, if needed  
M-F 9 AM--12:30; 1PM -- 4:30 PM

**Clerk's Office Hours**

**TOWN/VILLAGE PLANNING BOARD**

Meet first Tuesday of the month if needed.

Secretary, Merilee Walker

Town Chairperson, Jeff Long  
Town Members: Alex Pierce  
Michele Siefried  
Vacant

**Village Members:**

Ray Goll  
Joan Schumaker  
Bill Davis  
Alternate: (vacant)

**TOWN/VILLAGE ZONING BOARD OF APPEALS**

Public Hearings, as needed

Secretary, Merilee Walker

Town Chairperson: Patricia Foote  
Town Member: Robert Piper

**Village Members:**

George Lucas  
Scott Amidon  
Carolyn Lowell  
Alternate (vacant)

**VILLAGE OF NUNDA REVITALIZATION**  
**REVIEW BOARD - LOCAL LAW #1-2009**

Secretary, Lori Gray

Nunda Chamber: Barbara Baldwin  
Resident: Rev. Ron Duttweiler  
Resident: Dorothy Ayotte  
Mayor: Jack Morgan  
Trustee: Bob Cox  
Alternate Trustee:

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve the appointments made by Mayor Morgan. The motion was made by Trustee Essler, seconded by Trustee Gray. Carried 5-0.

**Regular Meetings**

**BE IT RESOLVED** that the regular meetings of the Village Board be held the second Monday of each month at 7:00 PM. If needed, meetings will be held the fourth Monday of the month at 7:30 PM. The motion was made by Trustee Cox, seconded by Trustee Essler. Carried 5-0.

**Organizational Meeting**

**BE IT RESOLVED** that the next Organizational Meeting be held on April 14, 2014 at 7:00PM. The motion was made by Trustee Gray, seconded by Trustee Cox. Carried 5-0.

**Procurement Policy**

**BE IT RESOLVED** that the revised and updated Procurement Policy be adopted as written, effective immediately. The motion was made by Trustee Essler, seconded by Trustee Cox. Carried 5-0.

**Audit of claims**

“**WHEREAS** the Board of Trustees has determined to authorize payment in advance of audit claims for public utility service, postage, freight and express charges; and Health Insurance and,

**WHEREAS** all claims shall be presented at the next regular meeting for audit; and

**WHEREAS** the claimant and officer incurring or approving the claim jointly and severally liable for any amount disallowed by the Board of Trustees,

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and health insurance. All claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the claims shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

**Section 2.** That this resolution shall take effect immediately.”

The motion was made by Trustee Gray, seconded by Trustee Cox. Carried 5-0.

**Mileage Allowance**

“**WHEREAS** the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement top Village officers and employees who use their personal automobiles while performing their official Village duties;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees will approve reimbursement to such officers and employees at the rate authorized by the IRS currently at the rate of \$.565 per mile.

**Section 2.** That this resolution is effective immediately.”

The motion was made by Trustee Gray, seconded by Trustee Cox. Carried 5-0.

**Attendance at Schools and Conferences**

“**WHEREAS** attendance by certain municipal officials and employees at one or more of workshops, seminars or schools benefits the municipality;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That attendance at any workshops, seminars and schooling is decided on an individual basis throughout the year.

**Section 2.** That this resolution is effective immediately.”

The motion was made by Trustee Cox, seconded by Trustee Essler. Carried 5-0.

**Depositories**

“**WHEREAS** the Board of Trustees has determined that Village Law requires the designation of banks or trust companies for the deposit of all village monies;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the Board of Trustees designates the following institutions as depositories of all monies received by the village treasurer, clerk and receiver of taxes. Names of Institutions: Five-Star Bank, M&T Bank, JP Morgan Chase

**Section 2.** That this resolution is effective immediately.”

The motion was made by Trustee Essler, seconded by Trustee Gray. Carried 5-0.

**Clerk and Permit Fees**

**BE IT RESOLVED** that the Clerk’s fees and Permit fees be accepted as they now exist.

The motion was made by Trustee Cox, seconded by Trustee Gray. Carried 5-0.

**Emergency Management Plans**

**BE IT RESOLVED** that the Nunda Village Board of Trustees adopt the Livingston County Comprehensive Emergency Management Plan, the Village of Nunda Water Emergency Response Plan and the Village of Nunda Wastewater Plant Emergency Response Plan as they exist, unless NYS or Livingston County changes certain criteria in its policies.

The motion was made by Trustee Cox, seconded by Trustee Essler. Carried 5-0.

### **2013-2014 Budget**

As requested at the previous meeting, the following changes were made to the Tentative Budget:  
General Fund- Add back Mayor's salary of \$2,000, reduce expenditures for Snow Removal by \$2,000. Eliminate the cost of a Seasonal Laborer beginning in October. Reduce revenues generated by Snow Removal in the amount of \$2,000. Increase revenues for Sale of Scrap/Excess Materials in the amount of \$8,100 to account for the sale of the old Snow Plow. Allocate \$10,000 from Reserves to offset the Tax Levy, eliminating the need to override the Tax Cap. In addition, the total salary of the New Hire Laborer/Trainee was included in Regular & Seasonal Personal Services for Street Maintenance rather than shared between DPW, Water & Sewer.

Water Fund- Add back Mayor's salary of \$1,000. Reduce employee salaries by \$1,000 in expenditures. Increase revenues for Non-Metered Water Usage by Keshequa Central School to reflect increase in water usage charge of \$ .30 per thousand gallons over 5,000 gallons for all Water Customers.

Sewer Fund- Add back Mayor's salary of \$1,000. Reduce employee salaries by \$1,000 in expenditures.

**BE IT RESOLVED** that the Nunda Village Board of Trustees adopt the 2013-2014 Budget of the Village Board of Trustees as follows:

GENERAL FUND: \$585,456.00

SEWER FUND: \$270,620.00

WATER FUND: \$333,887.00

YOUTH RECREATION: \$19,810.00

Grand Total Amount is \$1,209,773.00 with \$398,565.00 to be raised by taxes for the General Fund at the Tax Rate of \$9.805750 per thousand.

The motion was made by Trustee Essler, seconded by Trustee Gray. Carried 5-0.

### **Other Business**

Brief update on Water Improvement Project. Acceptance of bid and awarding contract on agenda for next regular meeting in May.

"Love Nunda" group looking for projects on May 18<sup>th</sup>. Ask CEO Shawn Grasby to make contacts as necessary with residents in order to address certain trouble areas, utilizing Spring Clean-Up Day.

Deputy Mayor Grosse suggested that the costs of Spring Clean-Up Day be advertised in the Mt. Morris Shopper as an informational item for residents.

### **Adjournment**

With no further business to be discussed, the motion to adjourn was made by Trustee Essler at 7:53 P.M., seconded by Trustee Gray. Carried 5-0.

Respectfully submitted,

Lori J. Gray  
Clerk-Treasurer