

**April 9, 2018**

**The Organizational and Regular Meeting of the Nunda Village Board of Trustees was held on April 9, 2018, at the Nunda Government Center Building, at 7:00PM with the following present:**

**Mayor:** Jack Morgan  
**Trustees:** Darren Snyder  
William McTarnaghan  
Mell Allen

**Village Justice:** Judge James R. Mann Jr.  
**Water and Streets Superintendent:** Troy Bennett  
**Waste Water Treatment Plant Operator:** Markus Hugi  
**Waste Water Treatment Plant Operator:** Brian Emke  
**Code Enforcement/Zoning Officer:** Mark Mullikin arrived at 7:04 PM  
**Planning Board Chairperson:** Alex Pierce arrived at 7:55 PM  
**Clerk-Treasurer:** LeRoy Wood

**Citizens:** Ron Adam Jackie Morgan

**Mayor Morgan** - called the meeting to order at 7:02 PM

**Roll Call:** All present

**Pledge of Allegiance** - led by Mayor Morgan

Mayor Morgan presented Dr. Donald Wilcox to fill a Village Trustee vacancy on Village Board due to Mayor Morgan recently being elected and now serving in the mayoral role for the municipality.

**Resolution no. 2018-006**

**WHEREAS**, with the most recent 2018 Village Elections, a vacancy of Village Trustee exists on the Nunda Village Board of Trustees,  
**NOW THEREFORE BE IT RESOLVED**, the Village Board of Trustees approves Mayor Morgan's appointee of Dr. Donald Wilcox to serve on the Village Board as a Village Trustee for a period of one year effective immediately.

The motion was made by Trustee Allen, seconded by Trustee Snyder. Carried 4-0.

Dr. Wilcox was administered the Oath of Office of Village Trustee for a period of one year by the Village Clerk-Treasurer Wood.

Mayor Morgan welcomed everyone in attendance to the meeting.

**Open Public Hearing – 2018/2019 Village Budget**

At 7:05 PM Mayor Morgan announced the official opening of the Public Hearing on the adoption of the 2018-2019 Village Budget.

**Village Annual business as presented by Mayor Morgan;**

**APPOINTMENTS as presented by Mayor Morgan:**

<b>Deputy Mayor</b>	Darren Snyder
<b>Clerk-Treasurer / Clerk of the Board 2Year Appointment</b>	LeRoy J. Wood
<b>Deputy Clerk-Treasurer</b>	<i>Vacant</i>
<b>Registrar</b>	LeRoy J. Wood
<b>Records Management Officer</b>	LeRoy J. Wood
<b>Assessor</b>	Brian Knapp (Town)
<b>Budget Officer</b>	Mayor Morgan

**Code Enforcement / Zoning Officer**  
**Deputy Code Enforcement / Zoning Officer**  
**Court Clerk**  
**Historian**

Mark Mullikin  
*Vacant*  
Sheila Duffy  
Valerie Griffing

Mayor Morgan stopped the appointment process at this point and allowed Judge Mann to present his annual Justice Report to the Nunda Village Board of Trustees. Judge Mann discussed and submitted the following Justice Reports; Annual Audit Checklist and Annual Cashbook. Mayor Morgan took receipt of all reports. Mayor Morgan reviewed all reports line by line with the Nunda Village Board of Trustees and Judge Mann. The Mayor thanked Judge Mann for his presentation of his annual reports.

**Resolution no. 2018-007**

**BE IT RESOLVED** that the Nunda Village Board of Trustees accept the 2017 Justice Audit Report as presented by Justice James R. Mann Jr., with the next Annual Village Court Audit to be held during the regular meeting of the Nunda Village Board of Trustees in March 2019.

The motion was made by Mayor Morgan, seconded by Trustee Wilcox. Carried 5-0.

**LIASONS:**

<b>Administrative</b> (insurance, planning, office, phone, computer, data)	Mayor Morgan / Trustee Wilcox
<b>Water</b>	Mayor Morgan
<b>Other Utilities</b> (sewer, street, trees, cable)	Deputy Mayor Snyder / Trustee McTarnaghan
<b>Youth / Parks</b>	Mayor Morgan / Trustee Wilcox
<b>Budget Preparation</b>	Mayor Morgan / Village Board
<b>Code Enforcement</b>	Mayor Morgan / Trustee McTarnaghan

**POLICE COMMISSIONERS:**

**Public Safety / Police** Deputy Mayor Snyder / Trustee Allen

**Financial Consultant:**

Bernard P. Donegan  
Fiscal Advisors & Marketing, Inc.

**Financial Depository:**

Five Star Bank  
Secondary, M&T Bank  
Secondary, JP Morgan Chase

**Official Newspaper:**

Hornell Evening Tribune

**Legal Consultant:**

Foote & Meyers, PLLC  
John Vogel

**Village Engineer:**

Chatfield Engineers, P.C.

**Clerk's Office Hours:**

M-F 8:30 A.M.- 12:15 P.M. -- 12:45 P.M.- 4:00 P.M.

**Informational Purposes - Village / Town Planning Board**

Meet 1<sup>st</sup> Tuesday of each month, as needed

**Village Members:**

Joe Lindstrom  
Michele Seifried  
*Vacant*

**Town Members:**

Chairperson – Alex Pierce  
Brenda Weaver  
Joan Schumaker  
Timothy Cassidy Sr.

**Informational Purposes - Village / Town Zoning Board of Appeals**

Public Hearings, as needed

<b>Village Members:</b>		<b>Town Members:</b>
Scott Amidon		Chairperson – Robert Piper
Jeff Essler		Daniel Strobel
Kristie Cartwright		

**Village of Nunda Revitalization Review Board – Local Law #1 – 2009**

Nunda Chamber:	Margaret Grosse
Resident:	Gary Paine
Resident:	Cathy Kemp
Mayor:	Jack Morgan
Trustee:	Deputy Mayor Darren Snyder
Alternate Trustee:	William McTarnaghan
Secretary:	LeRoy J. Wood

**Resolution no. 2018-008**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve the appointments as listed by Mayor Morgan.

The motion was made by Trustee Wilcox, seconded by Trustee Allen. Carried 5-0.

**Resolution no. 2018-009**

**BE IT RESOLVED**, the Village Board of Trustees approve the following Rules of Procedure for the Village of Nunda.

**WHEREAS**, Village Law 4-412 provides that the Board of Trustees may determine its own rules of procedure;

**NOW, THEREFORE BE IT RESOLVED**, the following rules of procedure are adopted pursuant to Village Law 4-412:

1. **REGULAR MEETINGS:** The Board of Trustees Regular Meeting is held on the second Monday of each month, commencing at 7:00 PM in the Nunda Government Center Board Room.
2. **SPECIAL MEETINGS:** Special Meetings of the Board of Trustees, or all other Board Meetings other than Regular Meetings. A Special Meeting may be called by the Mayor or any Trustee upon notice to the entire Board. Notice must be given to each member of the Board of Trustees by telephone, in person or email at least 24 hours in advance on meeting unless an emergency requires the meeting to be held on less than 24-hour notice.
3. **QUORUM:** A quorum of the Board must be physically present to conduct business. A quorum of the five-member Board of Trustees is three, regardless of any Board vacancies.
4. **EXECUTIVE SESSIONS:** Executive sessions must be held in accordance with New York State Public Officers Law 105. All executive sessions must be entered into by a motion made from a properly noticed and conducted open meeting.
5. **AGENDAS:** The agenda for each Board of Trustees meeting is to be prepared by the Village Clerk-Treasurer at the direction of the Mayor. The Mayor or any Trustee may have an item placed on the agenda. When possible, items for the agenda must be provided to the Village Clerk-Treasurer by the Friday before the Monday evening meeting, by 12:00 PM. The final agenda must be prepared by noon on the day of the meeting.
6. **VOTING:** Pursuant to the New York State Village Law, each member of the Board of Trustees has one vote. The Mayor may vote on any matter but must vote in case of tie. A majority of the totally authorized voting power is necessary to pass a matter unless otherwise

specified by State Law. A vote upon any question must be taken by ayes and noes, and the names of the members present and their votes must be entered in the minutes. Any vote which takes place where a voting member of the Board does not verbally voice their vote, whether ayes or noes, then this will be considered a non-vote or an abstention.

#### 7. GENERAL RULES OF PROCEDURE:

- a. The Mayor presides at the meeting. In the Mayor's absence, the Deputy Mayor presides at the meetings of the Board. The presiding officer may debate, move and take any action that may be taken by other members of the Board. Board members are not required to rise, but must be recognized by the presiding officer before making motions or speaking.
- b. Every motion must be seconded before being put to a vote; all motions must be recorded in their entirety in the Board's meeting minutes.
- c. Once recognized, a member may not be interrupted when speaking unless it is to call him/her to order. If a member is called to order, they must stop speaking until question of order is determined, and, in order, they must be permitted to proceed. There is no limit to the number of times a member may speak on a question. Motions to close or limit debate may be entertained and require a two-thirds vote to pass.

#### 8. GUIDELINES FOR PUBLIC COMMENT:

- a. The public may speak only during the Visitor Forum period at any meeting or at such other time as a majority of Board allows.
- b. Speakers must be recognized by the presiding officer and should introduce themselves prior to engaging in direct dialog on any topic with the Board.
- c. Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
- d. All remarks must be addressed to the Board as a body and not to any member thereof.
- e. Speakers must observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- f. The public will be held to a three-minute time limit to address the Board on any matter they so choose to discuss. Additional time will be granted only by a majority vote of the Board.

#### 9. MINUTES:

- a. The Village Clerk-Treasurer is responsible for taking minutes of the Board. Minutes must consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.
- b. Minutes must also include the following:
  - Name of the Board;
  - Date, place and time of meeting;
  - Notation of the presence or absence of Board members and time and arrival or departure if different from time of call to order or adjournment;
  - Name and title other Village Officials and employees present and the approximate number of attendees;
  - Record of reports made by Board or other Village personnel;
  - Time of adjournment; signature of the Village Clerk-Treasurer or person who took meeting minutes.
- c. The Village Clerk-Treasurer is responsible for creating a draft meeting minutes within the prescribed timeframe as provided by New York State Open Meetings Law. The Board of Trustees review and approves meeting minutes at the next regularly scheduled Board meeting. Amendments to the Village Clerk-Treasurer's meeting minutes require approval of the Board of Trustees by a majority vote.

#### 10. ORDER OF BUSINESS OF THE BOARD OF TRUSTEES:

- a. Call to order;
- b. Roll call;
- c. Visitor's Forum;
- d. Review / approval of meeting minutes from previous meeting(s);
- e. Review / approval of Abstract;
- f. Reports from Departments / Committees
- g. New business;
- h. Old business;
- i. Other business;
- j. Communications / Informational Items
- k. Adjournment

11. GUIDELINES FOR USE OF RECORDING EQUIPMENT: All members of the public and all public officials are allowed to be taped or video recorded at public meetings. Recording is not allowed during executive sessions. Recording should be done in a manner which does not interfere with the meeting. The Mayor may determine whether the recording is being done in an intrusive manner taking into consideration, but not limited to, brightness of lights, distance from the deliberations of the Village Board, size of equipment and the ability of the public to participate in the meeting. If the recording is determined to be intrusive and interferes with the meeting, the Mayor may direct that the recording be stopped or undertaken in a different manner or location.

12. ADJOURNMENT: All meetings may be adjourned by motion.

13. AMENDMENTS TO THE RULES OF PROCEDURE: The foregoing procedures may be amended from time to time by a majority vote of the Board. These procedures do not require annual review unless directed by the Mayor.

The motion was made by Deputy Mayor Snyder, seconded by Trustee McTarnaghan. Carried 5-0.

### **Organizational Meeting**

#### **Resolution no. 2018-010**

**BE IT RESOLVED** that the next Village of Nunda Organizational Meeting be held April 9, 2018 at 7:00 P.M.

The motion was made by Trustee Wilcox, seconded by Trustee Allen. Carried 5-0.

### **Procurement Policy**

The Village Clerk-Treasurer requested to extend a review of this policy until the May 2018 regularly scheduled Village Board Meeting to conduct further research as to updating this policy. Mayor Morgan allowed to hold this policy review until next month. The Village Clerk Treasurer will be required to provide all pertinent information to the Village Board Members within the next two weeks to review proposed changes prior to next Village Board Meeting in May 2018.

### **Audit of Claims**

#### **Resolution no. 2018-011**

**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 Wilcox, seconded by Deputy Mayor Snyder. Carried 5-0.

### **Attendance at Schools and Conferences**

#### **Resolution No. 2018-012**

**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 Allen, seconded by Trustee McTarnaghan. Carried 5-0.

### **Clerk and Permit Fees**

#### **Resolution no. 2018-013**

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

The motion was made by Mayor Morgan, seconded by Deputy Mayor Snyder. Carried 5-0.

### **Depositories**

#### **Resolution no. 2018-014**

**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 Mayor Morgan, seconded by Trustee Wilcox. Carried 5-0.

### **Emergency Management Plans**

#### **Resolution no. 2018-015**

**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 updated, unless NYS or Livingston County change certain criteria in its policies.

The motion was made by Trustee Wilcox, seconded by Trustee McTarnaghan. Carried 5-0.

### **Standard Work Day**

Elected and appointed officials have been required to record and submit a record of work-related activities (ROA) to their employers if they are members of the New York State and Local Retirement System (NYSLRS); and do not use a time-keeping system that shows hours worked. Since retirement benefits are based in part on service credit, Standard Work Day is used for correctly reporting the number of days these members work during a reporting period to help ensure the benefits they receive are accurate.

#### **Resolution no. 2018-016**

**WHEREAS**, the Nunda Village Board of Trustees approves the 2018 Standard Work Day Resolution for Location Code 40280, to be signed and sealed by the Village Clerk-Treasurer and thereafter within forty-five days submit such resolution to New York State and Local Retirement System.

**BE IT FURTHER RESOLVED**, that the Nunda Village Board of Trustees approves the Village Clerk-Treasurer to post a sealed copy of the 2018 Standard Work Day Resolution on Nunda Government Center official bulletin/sign board for a continued of at least thirty (30) days.

The motion was made by Mayor Morgan, seconded by Trustee Wilcox. Carried 5-0.

### **Visitor's Forum**

Joint Village/Town of Nunda Planning Board Chairperson Alex Pierce presented an invitation to the Town of Nunda monthly meeting tomorrow night as there will be a representative from Livingston County will in attendance to discuss the Joint Village/Town Comprehensive Plan progress along with the municipalities Strengths, Weaknesses, Opportunities, and Threat (SWOT) capabilities.

Mayor Morgan thanked Mr. Pierce from the update and invitation.

### **Approval of Minutes**

A. February 24, 2018, Special Tri-Board Meeting

**MOTION** was made by Deputy Mayor Snyder to approve the minutes as presented and reviewed, seconded by Trustee Allen. Carried 3-0 (Trustees Wilcox and McTarnaghan abstained).

B. March 17, 2018

**MOTION** was made by Trustee Allen to approve the minutes as presented and reviewed, seconded by Deputy Mayor Snyder. Carried 3-0 (Trustees Wilcox and McTarnaghan abstained).

C. March 26, 2018, Special Meeting-Tentative Budget 2018/2019

**MOTION** was made by Deputy Mayor Snyder to approve the minutes as presented and reviewed, seconded by Trustee Wilcox. Carried 5-0.

### **Approval of Invoices**

A. Abstract No. 003

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 003 as follows:

GENERAL -	\$ 6,472.68
WATER -	\$ 38,854.47
SEWER -	\$ 3,530.62
YOUTH-	\$ 234.99
<b>TOTAL –</b>	<b>\$ 45,092.76</b>

The motion was made by Trustee Wilcox, seconded by Deputy Mayor Snyder. Carried 5-0.

### **Reports**

A. *Police*

1. Monthly Report of Complaints - March 2018
2. Community Policing Report - March 2018
3. Monthly Police Report - March 2018
4. Payroll Reports
5. Police Chiefs Uniform Log - March 2018

B. *Code Enforcement/Zoning*

1. Monthly Report - March 2018

**MOTION** was made by Deputy Mayor Snyder to approve Mark Mullikin, Code Enforcement/Zoning Officer to attend annual training seminar in Syracuse, New York June 12-18, 2018 for professional development, seconded by Trustee McTarnaghan. Carried 5-0.

C. *Sewer*

D. *Department of Public Works*

1. March 2018 Calendar
  2. Spring Clean Up Schedule – posted to Village Website
- Water and Streets Superintendent Bennett inquired about damage to the DPW Building from the most recent wind and rain storm. Clerk-Treasurer Wood stated he did contact the municipality insurance company about the damage and they replied with

information as to moving forward with a claim. Deputy Mayor Snyder stated he inspected the roof of the DPW Building and recommended submitting a claim with the insurance company at this time.

E. *Water*

1. Annual Water Withdrawal Report submitted to NYSDEC
2. Finalization of the Annual Water Quality Report is almost complete with submission to Livingston County Department of Health for review by the end of this month.

F. *Justice*

1. Monthly Reports - March 2018
2. Annual Justice Report for 2017 - reviewed, read aloud, and discussed with Mayor, Village Board and Justice Mann, line-by-line.

G. *Treasurer's Reports*

1. Monthly Reports – March 2018

Waste Water Treatment Plant Operator Hugi mentioned concerns about how the Water Fund found funding to make several purchases at this time (i.e. water meters, turbidimeters, fire hydrants). Clerk-Treasurer Wood mentioned that a misinterpretation of this research was made. Funds were not found for these purchases, good sound budgeting practices and were followed along with good fiscal constraints. The fire hydrants were already budgeted and the use of contingency funds will be used to purchase the additional water meters and turbidimeters this fiscal year should no emergencies arise.

2. Monthly Bank Statement Accounts - March 2018

Clerk-Treasurer Wood provided a copy of the March 2018 bank statement to each Village Board of Trustees member.

Thorough discussion of **each** account took place. Proper bank required collateralization on all interest-bearing accounts (accrued) in excess of \$250,000 FDIC was not received by the municipality in time for review for this Board Meeting.

The monthly Treasurer's Report was then compared to each bank account. All bank accounts ending balances *did match* the Treasurer's Report, as presented.

The *Detail of Revenues* and *Detail of Expenditures* Statements were provided to each Board member **for each fund** and were discussed thoroughly. With the end of the fiscal year coming all department heads were reminded to remain vigilant with their spending practices.

Each reserve account was reviewed and discussed thoroughly with the Village Board.

H. *ZBA/Planning Board*

I. *Youth Recreation*

**MOTION** was made by Mayor Morgan that the Nunda Village Board of Trustees accepts the reports as presented, seconded by Deputy Mayor Snyder. Carried 5-0.

**New Business**

A. *Casella Waste Management NY Service Contract*

Waste Water Treatment Operator Hugi recommended leaving Casella at this time and opt for using Waste Management who can provide a *four-yard dumpster* to be lifted and dumped monthly versus bi-weekly now with Casella's who is providing a two-yard dumpster.

**MOTION** was made by Trustee Wilcox to switch from Casella Waste Management to Waste Management contingent on cost analysis and economic feasibility through a review by the Village Clerk-Treasurer, seconded by Trustee Allen. Carried 5-0.

B. *Local Code of Ethics and General Municipal Code 800 -809*



Distributed to all Board Members and Village employees, was reviewed and discussed.

**C. Public Hearing - 2018 – 2019 Village Budget**

At 7:05 PM Mayor Morgan did announce the opening of the Public Hearing on the adoption of the 2018-2019 Village Budget.

Discussion and review of each budgetary account for **all funds** took place with the Village Board of Trustees and the Village Clerk-Treasurer. A decision to purchase one piece of equipment for the Sewer Fund was recommended versus the purchase of two pieces equipment as presented at the last Village Board Meeting by Waste Water Treatment Operator Hugi. The sidewalk budget in the General Fund was increased to allow for a greater opportunity of Village residents to enjoy walking and exercising while providing additional safe walkways in the Village.

**Resolution no. 2018-017**

**BE IT RESOLVED** that the Nunda Village Board of Trustees **adopt** the 2018-2019 Budget of the Village of Nunda as follows:

GENERAL FUND:	\$ 587,906.00
SEWER FUND:	\$ 250,963.00
WATER FUND:	\$ 328,677.00
YOUTH RECREATION:	\$ 22,186.55

Grand Total Amount is \$ 1,189,732.55 with \$ 444,774.00 to be raised by taxes for the General Fund at the Tax Rate of \$ 10.586572 per thousand an *increase* of \$.0225482 per thousand assessed. The Water Debt Charge will *increase* from \$ 28.50 to \$ 29.26 per quarter, per living unit. The Sewer Debt Charge will *increase* from \$ 4.40 to \$ 4.53 per quarter, per Sewer Unit.

With no further discussion to be held, the motion to adopt the 2018-2019 Village Budget and close the Public Hearing was made by Trustee Wilcox, seconded by Deputy Mayor Snyder at 9:40 PM. Carried 5-0.

**D. Appoint a Deputy Water and Streets Superintendent**

**MOTION** was made by Trustee Allen to appoint, upon Water and Streets Superintendent Bennett's recommendation, Brian Emke as Deputy Water and Streets Superintendent and to provide an annual stipend of \$400.00 to be paid in two separate installments of \$200.00 in June and December of each year effective June 1, 2018, seconded by Trustee McTarnaghan. Carried 5-0.

**E. Increase Superintendent of Water and Street's Annual Stipend**

**MOTION** was made by Trustee Wilcox increase annual stipend of Water and Street's Superintendent Bennett from \$2,800.00 to \$3,400.00, effective June 1, 2018, seconded by Deputy Mayor Snyder. Carried 5-0.

**F. Increase Waste Water Treatment Plant Operator's Annual Stipend**

**MOTION** was made by Trustee Allen increase annual stipend of Waste Water Treatment Plant Operator Hugi from \$2,800.00 to \$3,000.00, effective June 1, 2018, seconded by Mayor Morgan. Carried 5-0.

**G. Add new Mayor as a Signatory Official as recognized by all municipality banking institutions**

**Resolution no. 2018-018**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve adding Mayor Jack Morgan to all signatory cards as required by **all** current municipality banking institutions.

The motion was made by Deputy Mayor Snyder, seconded by Trustee Wilcox. Carried 5-0.

#### H. Meeting time with Mayor

Mayor Morgan discussed having a session prior to each regularly schedule board meeting monthly to begin at 6:00PM for Village residents to come discuss community concerns in order to ascertain a solution. Such topics for discussion could be trees, feral cats, or responsibilities of pet owners.

#### I. Reggie Grosse

Mayor Morgan stated he would like to honor long-time Village resident and previous Village Board Member with an honorary membership to the Nunda Village Board of Trustees. NYCOM was contacted for additional guidance. Further research is being conducted at this time.

**MOTION** was made by Trustee Wilcox to, upon further the research in ascertaining the correct avenue for allowing the Nunda Village Board of Trustees to do so, make Reggie Grosse an *honorary member* of the Village Board according to all laws and regulations, seconded by Deputy Mayor Snyder. Carried 5-0.

#### J. New York State GML Article 6 Section 121A

Mayor Morgan handed out this New York State General Municipality Law in reference to local police departments that are **Joint** in nature (Village and Town). Mayor Morgan asked the Village Board of Trustees to review with additional discussion to take place at the next regularly scheduled Village Board Meeting in May 2018.

### **Old Business**

#### A. Disposition of Village DPW Property – Attorney update

In discussion with Village Attorney Vogel, it was determined that a previous survey provided to the Village of Nunda was not accurately completed and that his recommendation for this property would be, at this time, to do nothing unless the Village would be willing to pay for an additional survey which again may not determine Village ownership of this property. Livingston County Real Property does have this property listed as being owned by Roy and Kaaren Smith with all future taxes being assessed to this property owner.

#### **Resolution No. 2018-019**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve to irrevocably relinquish any and all claims to property located at 35 Mill Street, Tax ID. 184-13-1-53, assessed to Roy and Kaaren Smith.

The motion was made by Trustee Allen, seconded by Deputy Mayor Snyder. Carried 5-0.

#### B. Cyber Security Insurance

An application for cyber security insurance has been received with a meeting set-up for April 25, 2018 with the Village Insurance Provider – Tompkins Insurance Representative. This meeting is to determine what coverage the municipality actually needs in relation to data breach and recovery assistance requirements. Still researching.

#### C. Shared Services Agreement – Nunda Government Center

Mayor Morgan to discuss with Town Supervisor Walker.

#### D. Village Park sign cost & rules

Village Clerk-Treasurer Wood provided all Village Board members with a draft copy of rules to be reviewed and discussed in order to finalize a list at the May 2018 regularly scheduled Village Board Meeting.

#### E. Rules on weekend responsibilities – WWTP

#### F. Mortar work at 1 Mill Street

Deputy Mayor Snyder to inquire with two potential vendors to correct building aesthetics at the Village Building located at 1 Mill Street.

#### G. Employee Policy Prospective changes for 2018

H. Fund Balance Policy Review

I. FEMA Project Closeout

All necessary forms have been completed as the Village Clerk-Treasurer will be submitted on April 10, 2018 to New York State Homeland Security as having this project completed.

**Other Business**

A. Village of Nunda hierarchy review-changes

B. Village Mall area entrance and a small portion of East Street be closed for a July 7<sup>th</sup> – Americana Event

**MOTION** was made by Deputy Mayor Snyder to close off the Village Mall entrance and East Street for a celebration of an Americana Event on July 7, 2018, seconded by Trustee Wilcox. Carried 5-0.

C. Municipal Parking Lot

D. Tour of Village Properties by Village Board of Trustees

**Communications/Information Items**

A. Calendar –April & May 2018

B. Spring 2018 Regional Workshop – Planning Board

C. Fiscal Stress Score

D. Meet and greet with County Administrator Mr. Ian Coyle

**MOTION** was made by Deputy Mayor Snyder to enter into executive session, at 9:50 PM, for the discussion of personal matters, the motion was seconded by Trustee McTarnaghan. Carried 4-0 (Trustee Allen non-vote).

**MOTION** was made by Deputy Mayor Snyder to exit executive session, at 10:24 PM, the motion was seconded by Trustee Allen. Carried 5-0.

**MOTION** was made by Trustee Allen to provide the Waste Water Treatment Plant with direct personnel assistance from the Water and Streets Departments on a weekly basis for a total of **eight hours** of which six hours will be allocated to Friday mornings with two additional hours to be determined at a later date for the week, seconded by Trustee Wilcox. Carried 5-0.

**Adjournment**

With no further business to be discussed, the motion to adjourn was made by Trustee McTarnaghan, seconded by Deputy Mayor Snyder at 10:44 PM. Carried 5-0.

Respectfully submitted,

LeRoy J. Wood  
Clerk-Treasurer