

February 13, 2017

The Regular Meeting of the Nunda Village Board of Trustees was held on February 13, 2017 at the Nunda Government Center Building with the following present:

Mayor: Robert Cox

Deputy Mayor: Fritz Amrhein

Trustees: Darren Snyder

Jack Morgan

Mell Allen

Chief Water Operator - Department of Public Works Superintendent: Troy Bennett

Chief Waste Water Treatment Plant Operator: Marcus Hugi – arrived at 7:05PM

Laborer: Brian Emke

Clerk-Treasurer: LeRoy Wood

Citizens: Ron Adam

Joseph Lindstrom

Donald Wilcox

Michael Andazola

Mayor Cox - called the meeting to order at 7:00 P.M.

Roll Call: Trustee Morgan absent

Pledge of Allegiance - led by Mayor Cox

Public Hearing

Proposed Local Law No. 1 of 2017 Water Rules and Regulations.

Resolution No. 2017-003

BE IT RESOLVED, the Nunda Village Board of Trustees declares the Public Hearing on Local Law No. 1 of 2017, Water Rules and Regulations be open at 7:03 P.M. The Public Hearing will be open for public discussion until 8:00 P.M. at which time the Public Hearing will close.

The motion was made by Deputy Mayor Amrhein, seconded by Trustee Snyder. Carried 4-0.

Mayor Cox expressed his gratitude to the Water Committee and the good work they did in reviewing and making proposed changes to existing Local Law.

Visitor's Form

Mayor Cox welcomed all visitors.

Mayor Cox and the Board introduced themselves to the prospective Planning Board Members. Mr. Joseph Lindstrom and Dr. Donald Wilcox then introduced themselves and discussed their experiences with local municipality government and past Planning Board involvement. Mayor Cox read aloud the two term lengths of each available position and training requirements for each member to maintain annually as a member of this Board.

MOTION was made by Deputy Mayor Amrhein to appoint Joseph Lindstrom and Donald Wilcox to the Joint Village/Town Planning Board as Members with both terms ending December 31, 2020, seconded by Trustee Snyder. Carried 4-0.

Michael Andazola operator of the restaurant St. Taco stated his application submission and recent receipt of a local beer/wine liquor license for said establishment. Mr. Andazola expressed his intentions of possible music being available in said restaurant along with outdoor seating for patrons during warmer months. Mr. Andazola mentioned noise from local musical bands and the impact on the community. Mayor Cox advised Clerk-Treasurer Wood to provide St. Taco with a copy of the Local Law which governs Noise Control. The Village Sidewalk Ordinance would also need to be reviewed for the purposes of having allowing outdoor seating on public sidewalk in front of restaurant. Mayor Cox thanked Mr. Andazola for attending this Board Meeting and giving an update as to the status and intentions of ST. Taco restaurant.

Approval of Minutes

A. *January 9, 2017*

MOTION was made by Deputy Mayor Amrhein to approve the meeting minutes as presented, seconded by Trustee Allen. Carried 4-0.

Approval of Invoices

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 5 as follows:

A. Abstract no. 5

GENERAL -	\$ 17,217.72
WATER -	\$ 9,114.51
SEWER -	\$ 3,891.77
YOUTH-	\$ <u>0.00</u>
TOTAL –	\$ 30,224.00

MOTION was made by Deputy Mayor Amrhein, seconded by Trustee Snyder. Carried 4-0.

Reports

A. *Police*

1. Monthly Report – January 2017
2. Payroll Reports
3. Police Abstract #2

Sargent Bryant and Officer Eldridge attended Child Seat Safety Check on January 21, 2017 at Lakeville Department of Transportation in conjunction with Cornell Cooperative Extension and Livingston County Sheriff's Office.

Chief Wilcox attended FBI-LEEDA Supervisory Leadership Institute held January 23rd -27th

B. *Code Enforcement/Zoning*

1. Monthly Report – January 2017

C. *Sewer*

1. Chief WWTP Operator Hugi return from surgery
2. Net DMR
3. #1 Clarifier Arm repairs

D. *DPW*

1. January 2017 Calendar provided

E. *Water*

1. One water break fixed over the past month

F. *Justice*

1. Monthly Reports – December 2016 and January 2017 reviewed

G. *Treasurer's Reports*

1. Monthly Reports – December 2016 and January 2017 reviewed and discussed

H. *ZBA/Planning Board*

1. Approval of Planning Board Meeting Minute *January 17, 2017*

MOTION was made by Trustee Allen to approve the meeting minutes as presented, seconded by Trustee Snyder. Carried 4-0.

2. Zoning Board Member – Jeffrey Essler

MOTION was made by Deputy Mayor Amrhein to appoint Jeffrey Essler to the Joint Village/Town Zoning Board of Appeals Board as Members with term ending May 31, 2021, seconded by Trustee Snyder. Carried 4-0.

I. *Youth Recreation*

MOTION was made by Deputy Mayor Amrhein that the Nunda Village Board of Trustees accepts the reports as presented, seconded by Trustee Snyder. Carried 4-0.

New Business

A. 2017-2018 Budget Worksheets

In accordance with Village of Nunda Standard Operating Procedures, budget sheets for the next fiscal year were distributed to all members of the Village Board, Superintendent Water and Streets, and Waste Water Treatment Plant Operator. Further discussion on budgetary matters for the upcoming fiscal year, will begin in March 2017.

B. Workplace Violence Policy

Resolution No. 2017-004

BE IT RESOLVED, the Nunda Village Board of Trustees approves the revision of the Employee Policy to remove all sections and information related to Workplace Violence and to create at this time a *standalone* Workplace Violence Policy.

The motion was made by Deputy Mayor Amrhein, seconded by Trustee Allen. Carried 4-0.

C. NYS Urban Forestry Council Grant

Resolution No. 2017-005

WHEREAS, the Village of Nunda is applying to the New York State Urban Forestry Council for an Arbor Day Program Community Grant to located at the Nunda Government Center, a site located within the territorial jurisdiction of the Nunda Village Board of Trustees; and

WHEREAS, as a requirement of these programs, said municipality must obtain the approval and endorsement of the governing body of the municipality in which the project will be located;

NOW, THEREFORE, BE IT RESOLVED, that the Nunda Village Board of Trustees hereby approve and endorse the application of the Village of Nunda for a grant from the NYS Urban Forestry Council for an Arbor Day Program Community Grant Project and located within this community.

The motion was made by Deputy Mayor Amrhein, seconded by Trustee Snyder. Carried 4-0.

D. Main Streets Go Blue, Livingston County Cancer Services Program

Resolution No. 2017-006

WHEREAS, colorectal cancer is the third most commonly diagnosed cancer and the second most common causes of cancer deaths for men and women in the United States;

WHEREAS, colorectal cancer affects both men and women equally;

WHEREAS, the vast majority of colorectal cancer deaths can be prevented through proper screening, early detection and education;

NOW THEREFORE, BE IT RESOLVED that the Nunda Village Board of Trustees recognizes March 2017 as “Colorectal Cancer Awareness Month” and supports the Main Streets Go Blue “80 by 18” initiative targeting 80% of the population screened for colorectal cancer by the year 2018.

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

Old Business

A. Annexation – Village Well Site

Clerk-Treasurer Wood did meet with the Village Attorney, John Vogel. Discussion on Village Well Site and property boundary lines were main issue. A map from Surveyor Barry Carestio was provided to the Village Attorney for additional references in finalizing exact boundary lines in order for annexation to be completed. More information to come.

B. Trash Collection in Nunda

Trustee Allen has contacted several municipalities on their use of this type of service and what other services may be available. Additional research is being conducted before any formal presentation to Board will occur.

C. Zombie Homes Legislation

Discussed with no action being taken by the Board at this time.

D. Dog Control Contract Renewal

No Board decision at this time to enter into a contract for 2017.

E. Employee Policy-Accrual Reimbursement-Paid Time Off for Part-Time Employees

Resolution No. 2017-007

BE IT RESOLVED, the Nunda Village Board of Trustees approves the creation of the Employees Benefit Accrued Liability Reserve Fund. This fund will be used to offset costs of reimbursements back to the active employee associated with only their earned accrued employee benefits as disseminated in the Village of Nunda Employee Policy. Only funds amounting to the cost of paying out for accruals earned can be in such reserve fund. Reimbursement will only apply to an employee prior to the employee leaving employment with the Village. Post-employment healthcare cannot be paid from this fund. Initial funding of this reserve fund will be through the nonuse of budgeted healthcare funds from an employee opting out of the Village of Nunda's 2017 Employee Healthcare Benefit Program. Future funding of this Reserve Fund will be through the annual budget process.

The motion was made by Trustee Snyder, seconded by Deputy Mayor Amrhein. Carried 4-0.

F. Employee Policy – Paid Time Off

Resolution No. 2017-008

BE IT RESOLVED, the Nunda Village Board of Trustees approves the revision of the Employee Policy to remove Permanent Part-Time Employee from Section I and IX, and add the following to Section X. as to providing Paid Time Off to part-time employees of the Village of Nunda;

Section X. Part-time & Seasonal Employees

A. Part time Employees - Paid Time Off

1. Accruing paid time off.

All part time employees will receive paid time off annually on their anniversary date if they have been employed the *entire* prior calendar year and have worked at least 700 total hours. Eligible employees will earn paid time off at the rate of 16 hours annually.

2. Use of Paid Time Off

Part time employees may use earned paid time off in hourly increments. Advanced use of paid time off must be approved by the part time employee's direct supervisor. Requests for use of paid time off by part time employee shall not be unreasonably denied.

3. Payment upon Termination/Separation of Employment

Accumulated unused paid time off, up to twenty-four (24) hours, shall be paid at time of termination/separation of employment under the conditions listed;

- a. The employee resigns and provides no less than fourteen (14) calendar days written notification to direct supervisor and works the entire two weeks prior to resignation date, OR,
- b. The employee is laid off by the employer, OR,
- c. The employee dies in service.

The motion was made by Trustee Snyder, seconded by Deputy Mayor Amrhein. Carried 4-0.

Other Business

MOTION was made to purchase large insulated steel door for the Village DPW Building, 14'2" x 11'6" door, from Overhead Door Company of Batavia for \$2,595.00, prevailing wages for installation purposes included in price quote, decision was made to purchase door to match door and installation from same vendor of previously other large door replacement.

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

Discussion on replacement of two man doors at the Village DPW Building was mentioned. Only one price quote received. Village Board has requested Water and Streets Superintendent Bennett to research and obtain an additional price quote, per Village Purchasing Policy, with prevailing wages included.

Close Public Hearing

Resolution No. 2017-009

BE IT RESOLVED, the Nunda Village Board of Trustees approve closing the Public Hearing on Local No. 1 of 2017 Water Rules and Regulations at 8:05 P.M.

The motion was made by Deputy Mayor Amrhein, seconded by Trustee Snyder. Carried 4-0.

Resolution No. 2017-010

BE IT RESOLVED, the Nunda Village Board of Trustees adopt Local Law No. 1 of 2017, Water Rules and Regulations and rescind Local Law No. 1 of 2004 Water Rules and Regulations.

The motion was made by Deputy Mayor Amrhein, seconded by Trustee Allen. Carried 4-0.

MOTION was made by Trustee Allen to enter into executive session, at 8:57 P.M., for the discussion of an *employee's medical concern*, the motion was seconded by Mayor Cox. Carried 4-0.

MOTION was made by Trustee Allen to exit executive session, at 9:13 P.M., the motion was seconded by Trustee Snyder. Carried 5-0.

Communications/Information Items

A. Calendar – February 2017 and March 2017

Adjournment

With no further business to be discussed, the motion to adjourn was made by Deputy Mayor Amrhein, seconded by Trustee Allen at 9:23 PM. Carried 4-0.

Respectfully submitted,

LeRoy J. Wood
Clerk-Treasurer