

Draft Meeting Minutes for viewing purposes

February 8, 2021

The Regular Meeting of the Nunda Village Board of Trustees was held on February 8, 2021, VIA ZOOM at 7:00 PM with the following present:

Mayor: Jack Morgan

Deputy Mayor: Darren Snyder

Trustees: Mell Allen

William McTarnaghan

Dr. Donald Wilcox

Water and Streets Superintendent: Troy Bennett

Sewer Chief Operator: Markus Hugi

Planning Board Chairperson: Alex Pierce

Code Enforcement/Zoning Officer: Mark Mullikin

Administrator/Clerk-Treasurer: LeRoy Wood

Citizens: 1-citizens

Mayor Morgan - called the meeting to order at 7:04 PM.

Roll Call: All present

Pledge of Allegiance: led by Mayor Morgan

Visitor Forum: None

Approval of Minutes

A. January 12, 2021

MOTION was made by Trustee Wilcox to accept the minutes as presents, discussed, and reviewed, seconded by Trustee Allen. Carried 5-0.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

Reports

A. Police

1. Monthly Reports – January 2021

2. Resignation of Jeffery Wiedrick

MOTION was made by Trustee Allen to accept Officer Jeffery Wiedrick's resignation from the Nunda Police Department with thanks and best wishes, seconded by Deputy Mayor Snyder.

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Carried 5-0.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

3. Police Reform-Community Stakeholder Panel

Trustee Allen stated there will be a community stakeholder meeting on Thursday, February 11, 2021 at 7:00 PM at the Nunda Fire Hall. This is classified as an informational meeting to set-up monthly meeting schedule and review rules and regulations regarding this State mandated panel.

4. Prospective Officer Seth Whitney

MOTION was made by Trustee Allen to sponsor Recruit Police Officer Seth Whitney while attending the full time Police Academy at Alfred State with the anticipation of being hired as an officer for the Joint Town/Village of Nunda Police Department, seconded by Deputy Mayor Snyder. Carried 5-0.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

5. Deputy Mayor Snyder stated the older police vehicles have finally been auctioned off with proceeds being placed into the Police Vehicle Reserve Fund for future acquisitions.

B. Code Enforcement/Zoning

1. Monthly Report-January 2021
2. Annual Reports to New York State have been submitted

3. Old Car Wash

Mayor Morgan inquired as to the status of painting old car wash. CEO Mullikin stated he is following-up with owner on status.

4. New Business in Town of Nunda

Deputy Mayor Snyder inquired about a new business in Town that would potentially be connected to the municipal water and sewer infrastructure. CEO Mullikin stated the stores location would be across from Shop-N-Save on State Route 408. CEO Mullikin stated he has been in contact with potential new business (franchise) owners including corporate offices for Family Dollar and Dollar Tree. More to come.

5. Court

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Mayor Morgan asked about court opening to resolve some of the concerns in the municipality related to property maintenance. CEO Mullikin stated he did not know when court would be open.

6. Woodlyn Hills Golf Course

Trustee McTarnaghan asked about ownership and operations of the business, in particular the restaurant part. CEO Mullikin stated there has been speculation of business being up for sale. Mayor Morgan stated the business has been for sale for awhile now. Trustee McTarnaghan stated there were three individuals that were coming together to take over the restaurant portion of the golf course business activities. Mayor Morgan stated that some time in April 2021 the restaurant will open under new management.

C. Waste Water Treatment Plant

1. Departmental Activity Log-January 2021

D. Water/DPW

1. Departmental Activity Log-January 2021

2. Water Quality

Superintendent Bennett has received several calls on the municipality water taste with an odor present. Water has been tested with chlorine residuals being within acceptable parameters of consumption and use. Superintendent Bennett has stated he has contacted many professionals in the field and is trying to ascertain the circumstances of the concerns. Livingston County Department of Health will again be contacted for assistance.

3. Plowing

Trustee Wilcox stated he has received Kudos for the DPW personnel and their plowing techniques and clearing of the streets in the Village.

E. Justice

F. Treasurer's Reports

1. Monthly Bank Statement Account-January 2021

2. Collateralization Report-January 2021-not available

3. Monthly Treasurer's Reports-January 2021

Discussion of **each fund** took place. 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 *Balance Sheet, Detail of Revenues and Cash Receipts Journal, Detail of Expenditures and Cash Disbursements Journal* - Statements were provided to each Board member **for each fund** for review, and discussion. Each reserve account was reviewed with the Village Board.

4. Payroll - #1 & 2-Certification Review provided

5. Departmental Activity Log-January 2021

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G. ZBA/Planning Board

1. Planning Board Chairperson Alex Pierce

Chairperson Pierce stated elections of Planning Board officers took place as he was humbled to be elected as chairperson and Brenda Weaver as Secretary to capture the regular board meeting minutes.

2. New Business in Town of Nunda

Chairperson Pierce stated the Planning Board is aware of the potential new business being discussed with placement across from Shop-N-Save. Chairperson Pierce stated there are Family Dollar stores in Dansville and Mount Morris and encouraged folks to visit these locations to see how they look and operate.

H. Youth Recreation

MOTION was made by Trustee Wilcox to accept the departmental reports as given, seconded by Trustee McTarnaghan. Carried 5-0.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

Approval of Invoices

A. Abstract No. 10

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 010 as follows:

GENERAL(A)	- \$ 15,274.94
WATER (F)	- \$ 3,263.04
SEWER (G)	- \$ 6,724.25
WWTP CIP (H)	- \$ 1,773.00
YOUTH (J)	- \$ <u>.00</u>
TOTAL	- \$ 27,035.23

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

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

New Business

A. Part-time Laborer Ray Houtz

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Superintendent Bennett announced Laborer Houtz will be leaving/resigning from the municipality at the end of February or early March 2021 to attend to family commitments. Superintendent Bennett stated that at that time an advertisement would go out for a part-time laborer position. Mayor Morgan asked about a letter of resignation. Superintendent Bennett stated he would sit with Laborer Houtz and have one drafted. Superintendent Bennett stated Ray will be greatly missed.

B. Trail Town Program

Liaison organization for Nunda will be GNAP

C. CDBG Drawdown #17

Resolution No. 2021-005

CDBG No. 831HR350-18 Drawdown No.17

BE IT RESOLVED that the Nunda Village Board of Trustees approve the bills for payment on CDBG No. 831HR350-18 Drawdown No. 17 in the amount of \$ 40,535.00 once funding has been received for the following vendor list:

Townline General Contractor – (Battle)	\$ 600.00
Townline General Contractor – (Meeusen)	\$ 800.00
Townline General Contractor – (Hall)	\$ 5,000.00
Foodlink, Inc. -	\$ 34,135.00

The **motion** was made by Trustee Allen, seconded by Trustee Wilcox.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

D. Genesee Valley Trail Town Kick-Off – Virtual February 19, 2021, 10:00AM to 2:30 PM

E. Mapping (surveying) of all properties surrounding municipal reservoir belonging to and potentially belonging to the Village of Nunda-Price Quote

After discussion with surveyor providing professional surveying services for the three Lawson Properties being surveyed for the Land Acquisition Grant it was determined to have new and updated survey maps created for future purposes and current maps are more than 60 years old.

MOTION was made by Deputy Mayor Snyder for the Village Board of Trustees to authorize professional surveying services to be provided by Grover & Bates Associates with a not-to-exceed price of \$5,400.00 for surveying of all properties (5) located at the municipal water source and to provide accurate mapping of all properties, seconded by Trustee McTarnaghan. Carried 5-0.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes

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Trustee Wilcox

Yes

Old Business

A. Land Acquisition Grant Status – Environmental Assessment & SEQR, Surveyor Services Status

The Environmental Assessment Phase I has been completed. This report was delivered just days ago and will need to be reviewed prior to submission to NYSDEC.

SEQR is still be formulated with the municipal engineer.

Surveyor services – a meeting with the surveyor working on the grant requirements is almost completed with his initial survey. A list of NYSDEC surveyor requirements was provided. Looking at wrapping up these services within the next month.

B. WWTP CIP

Advertising has been completed per NYSDEC SPEDES requirements. Awaiting approval from NYSDEC to move forward and begin the bid process for work on the Sewer Plant.

C. Landmark Society Grant-status

D. Deputy Clerk-Treasurer Position – 4 candidates – begin interviewing immediately - would like both committee members (if possible) available to assist and observe interview process.

E. Budget Call – budget packages have been distributed to department heads – meeting is scheduled for Thursday, February 11, 2021 at 10:30 AM, to discuss and formulate department budgets to be presented at Village Board Meeting for Board review and discussion in March 2021. Mayor Morgan has asked for final department head results be forwarded to Board members.

F. Wayfinding Update

Mayor Morgan stated he has received three .pdf files and three Zoom meeting recordings on this project up-to-date status. Stated he would send out this information.

G. Tree Advisory Board

Trustee Wilcox stated progress is being made with this Board. Information from other municipalities on types of trees that would work best for our community, cost measures, and placement of trees was discussed. Much work is involved in this project.

H. Grant for properties on National Registry or qualify for inclusion on National Registry

Mayor Morgan has researched grants to upgrade certain aspects of the Nunda Village Building located at 1 Mill Street. A grant for \$50,000 is available.

MOTION was made by Deputy Mayor Snyder to allow Mayor Morgan to continue research and allow for permission to complete and submit an application on behalf of the municipality for a grant of up to \$50,000 to help provide upgrades to the village municipal building located at 1 Mill Street, Nunda, New York and to include a handicap access point, seconded by Trustee Wilcox. Carried 5-0.

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	Trustee Wilcox	Yes

Other Business

A. Municipal Seasonal Decorations

Superintendent Bennett asked the Board to approve ordering five new Snowflakes to be displayed during holiday season in December/January with the anticipation of donated funds being used to pay for decorations. Mayor Morgan stated to move forward with the purchase.

B. Foodlink, Inc.

Mayor Morgan spoke with Foodlink representatives to return to a scheduled drop-off for food distribution in the community. Mayor Morgan stated Trinity Church of Nunda would assist in these drop-offs in helping community members.

Policy Review

A. Social Media Policy-reviewed, no changes

B. Internet, Email, and Computer Use Policy-Removed Social Media component of Policy

MOTION was made Deputy Mayor Snyder to approve amending the municipal Internet, Email, and Computer Use Policy and removing the Social Media component of said Policy as a stand-alone Social Media Policy is in place, seconded by Trustee McTarnaghan. Carried 5-0.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
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	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

Communications / Informational Items

A. Monthly Meeting on ZOOM

MOTION was made by Trustee Wilcox to continue Village Board Meetings using Zoom contingent upon meeting format and approved designated place of meeting, as directed and told by New York State and Livingston County Department of Health, seconded by Deputy Mayor Snyder. Carried 5-0.

Verbal Roll Call vote as recorded:	Mayor Morgan	Yes
By Clerk	Deputy Mayor Snyder	Yes
	Trustee Allen	Yes
	Trustee McTarnaghan	Yes
	Trustee Wilcox	Yes

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Adjournment

With no further business to be discussed, the motion to adjourn was made by Trustee Allen, seconded by Mayor Morgan at 8:20 PM.

Respectfully submitted,

LeRoy J. Wood
Administrator/
Clerk-Treasurer