

# *Draft Board Meeting Minutes*

May 10, 2021

**The Regular Meeting of the Nunda Village Board of Trustees was held on May 10, 2021, at the Nunda Government Center Building with the following present:**

**Mayor:** Jack Morgan

**Deputy Mayor:** Darren Snyder

**Trustees:** Mel Allen

William McTarnaghan

Dr. Donald Wilcox

**Police Chief:** Ryan Dale

**Water and Streets Superintendent:** Troy Bennett

**Administrator/Clerk-Treasurer:** LeRoy Wood

**Deputy Clerk-Treasurer:** Tammy McCallum

**Mayor Morgan** - called the meeting to order at 7:00 PM.

**Roll Call:** All present

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

**Visitor Forum:** Chris Halbert          Donnel Lemmon

Mr. Halbert presented a concern related to noise and other nuisance/property maintenance issues at a private residence on Massachusetts Street. Mr. Halbert provided a petition signed by 15 village residents, including several photographs of the property location, for multiple complaints for construction conducted at night, burning of debris, excessive trash and an unregistered motor vehicle on the premises.

Mayor Morgan allowed both individuals to speak their concerns and update on work in cleaning the property up. Numerous calls to the local police department and county sheriff's department have taken place.

Police Chief Dale discussed with both individuals as to expectations of this property and a plan to correct the concerns of both parties.

Mayor Morgan stated he would contact the Code Enforcement Officer to check on the status of a plan with the homeowner to correct all property maintenance concerns.

## **Approval of Minutes**

A. April 12, 2021

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

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## Reports

- A. Police
  - 1. Monthly Reports-April 2021
  - 2. Retirement of Sergeant Rapp
- B. Code Enforcement/Zoning
  - 1. Monthly Report-April 2021
- C. Waste Water Treatment Plant
  - 1. Departmental Activity Log-April 2021
- D. Water/DPW
  - 1. Departmental Activity Log-April 2021
- E. Justice
  - 1. Monthly Reports-April 2021
- F. Treasurer's Reports
  - 1. Monthly Bank Statement Account-April 2021
  - 2. Collateralization Report-April 2021
  - 3. Monthly Treasurer's Reports-April 2021

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.

Monthly Treasurer's Report did not match bank statement as interest was posted at the bank in May 2021.

The municipal banking institution reported a fraudulent check was written using our checking account. Immediately the account was cancelled as it has been compromised. Our local police department has been informed and is investigating.

- 4. Payroll - #7 & 8-Certification Review
  - 5. Departmental Activity Log-April 2021
- G. ZBA/Planning Board
- H. Youth Recreation

**MOTION** was made by Trustee Allen to accept the departmental reports as given, seconded by Deputy Mayor Snyder. Carried 5-0.

## Approval of Invoices

- A. Abstract No. 014

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 014 as follows:

|          |     |               |
|----------|-----|---------------|
| GENERAL  | (A) | - \$17,955.68 |
| WATER    | (F) | - \$ 3,347.69 |
| SEWER    | (G) | - \$ 3,920.34 |
| WWTP CIP | (H) | - \$ 1,622.40 |

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|              |     |                       |
|--------------|-----|-----------------------|
| YOUTH        | (J) | - \$ _____ .00        |
| <b>TOTAL</b> |     | <b>- \$ 26,846.11</b> |

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

### New Business

A. Declaration of "Chevalier Harold Brunswick 'Bud' Long Day" in the Village of Nunda, June 2021 as he turns 100 years old.

**MOTION** was made by Trustee McTarnaghan to declare June 6, 2021 Chevalier Harold Brunswick 'Bud' Long Day to celebrate Mr. Long's 100<sup>th</sup> Birthday, seconded by Deputy Mayor Snyder. Carried 5-0.

#### B. Tax Warrant

In discussions with Livingston County Real Property Tax and NYCOM attorneys, water re-levies are not allowed to be added to the upcoming 2021 tax bills due to New York State Assembly passing legislation disallowing these charges to be placed on real property tax bills for collections because of COVID-19. As re-levies have already been completed, reinstating these charges back onto the water/sewer billing accounts will need to take place.

This year's tax warrant will not include re-levies of either late/non-payment of water and sewer charges as they normally would have; as they will remain on each individual account as an outstanding balance. There has been no discussion at the State level on actual forgiveness of these charges and that any remaining charges will be added to the 2022 Village Tax Bills.

|   |                    |
|---|--------------------|
| Total Water Rents not applied to this year's taxes: | \$ 8,174.42        |
| Total Sewer Rents not applied to this year's taxes: | <u>\$ 5,779.56</u> |
|   | <b>\$13,953.98</b> |

#### **Resolution No. 2021-017**

**BE IT RESOLVED**, that the Nunda Village Board of Trustees authorizes the Mayor and Village Administrator/Clerk-Treasurer to sign the tax warrant in the amount of \$465,000.00.

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

#### C. 2020-2021 Budget Modifications

##### **Resolution no. 2021-018**

**BE IT RESOLVED**, that the Administrator/Clerk-Treasurer be authorized to make necessary budget modifications to individual line items from all funds to more accurately reflect budgetary expenditures for 2020-2021.

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

#### D. CDBG Drawdown #20 Final

##### **Resolution No. 2021-019**

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CDBG No. 831HR350-18 Drawdown No. 20 Final

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve the bills for payment on CDBG No. 831HR350-18 Drawdown No. 20 (Final) in the amount of \$30,496.72 once funding has been received for the following vendor list:

|   |                  |
|---|------------------|
| Townline General Contractor – (Pierce)                | \$ 5,000.00      |
| Thoma Development - Program Delivery & Administration | \$24,815.71      |
| Village of Nunda – Program Delivery                   | <u>\$ 681.01</u> |
|   | \$30,496.72      |

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

## E. Water/Sewer Account #1945 Corrections

The most recent meter read of Hillside apartment showed a water/sewer bill of \$14,029.82. The previous three bills were estimated and the building supervisor informed of the leaks throughout the apartment complex numerous times. It was recommended to have the bill lowered to an estimated charge while still keeping the most present meter read. The Board did not approve this recommendation and directed the bill to be mailed in its entirety.

## F. Local Law on Marihuana Regulation & Taxation Act

Mayor Morgan presented information related to the Marihuana Local Law to either opt in/out by December 31, 2021 with the new State legislation in having businesses available in the municipality to share tax revenues from the sale of this product. The Mayor directed Board members to review the information provided for discussion at a later date.

## G. Water/Sewer Account #1910

Deputy Mayor Snyder presented a request to have his water bill lowered due to an unforeseen water leak reported at 5 Fourth Street (car wash) to an estimated cost over the same time period going back five years.

**MOTION** was made by Mayor Morgan to reduce water/sewer account #1910 and charge a reasonable estimated cost to the owner of the car wash at 5 Fourth Street due to a leakage issue, seconded by Trustee Allen. Carried 4-0-1, Deputy Mayor Snyder abstained).

## H. Sidewalks on North State Street

Mayor Morgan stated he would like the sidewalks from Fourth Street, heading South to the end of Seating Inc. replaced due to safety concerns with resident's use. A quote to work on this section of sidewalk was received from a local contractor/masonry. Additional discussion will need to take place on the replacement of this section of sidewalk and the costs associated with this work.

## I. Lawson Property

Deputy Mayor Snyder presented the need for camera/security equipment at the Lawson Property entrances. As these properties are not yet village owned, placement could not take place until ownership changed. After much discussion on safety and security it was decided that Deputy Mayor Snyder research equipment to be installed once ownership change takes place.

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## Old Business

- A. DPW Part-Time Laborer position

**MOTION** was made by Trustee Wilcox to hire Connor Mann as the municipal Part Time Laborer, retroactive to May 4, 2021, at a rate of \$ 13.50 per hour, seconded by Trustee Allen. Carried 5-0.

- B. WWTP CIP Status
- C. Tree Committee out brief discussion
- D. Sidewalks/Bench placement
- E. Land Acquisition Grant Status
- F. Tax Abatement

## Other Business

- A. Community health initiative activity - Volleyball a subset of our Youth Recreation municipal insurance (umbrella) – would need to renew a Building Use Agreement with Keshequa Central School District

- B. End of Fiscal Year Close-Out Meeting

**MOTION** was made by Mayor Morgan to schedule a meeting for end of year financial review and close-out on May 24, 2021 at 7:00 PM, seconded by Trustee Allen. Carried 5-0.

- C. Yard Sale Days-Solicitation Permits  
No permits have been issued in the past for this annual event, this year scheduled for August 21, 2021

## Policy Review

- A. Employee Policy Review/Discuss Removal of Portions of Policy/Amend

*Section II. Health Insurance-Recommended amendment take effect June 1, 2021 while allowing reimbursements to be processed for valid expenditures through May 31, 2021.*

## II. HEALTH INSURANCE

It is the desire of the Village Board that all permanent full-time employees be covered by a health insurance plan for the protection of themselves and their families and to facilitate that goal the Village Board offers a health insurance plan to all eligible employees.

The Village will cover the cost of insurance premiums for current full-time employees participating in the health care plan. ~~offered as follows: 85% Village pays, and 15% to be paid by all full-time hourly employees. (Reinstated 2012, 2015, revised 2016 85%/15% rule)~~

~~Newly hired permanent full-time employees shall be eligible to enroll for health insurance Newly Hired Employees, after December 2015, the village will cover the cost of premiums for insurance as follows: 70% Village pays, and 30% to be paid by all full-time hourly employees. (2015)~~

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~~In addition, the Village of Nunda will reimburse current full-time employees participating in the health care plan offered, at 100% for the cost of deductibles up to a maximum percentage amount employee pays into program through payroll deduction (2019).~~

All part-time employees, Village of Nunda retirees (2017), and/or members of the Nunda Village Board of Trustees may enroll in the health care plan offered during open enrollment, should a healthcare program exist. Participants will be responsible for 100% of the health insurance premium cost ~~and are not eligible for reimbursement of deductibles by the Village of Nunda. Any employees not eligible for health insurance benefit may join by paying 100% of their own premiums and deductible then in effect.~~

Any full-time employee not participating in the Village offered health care program must sign a waiver indicating they have health care coverage elsewhere and provide proof of such coverage.

Compensation in the amount of \$5,000.00 for a **family health care coverage plan** in lieu of insurance premiums will be paid on or about December 31<sup>st</sup> to the employee provided the employee has not joined the Village's health care insurance plan during the year and is still employed by the Village. (2015)

Compensation in the amount of 30% of the approved Village health care insurance plan for a **two person and single person health care coverage plan** in lieu of insurance premiums will be paid on or about December 31<sup>st</sup> to the employee provided the employee has not joined the Village's health care insurance plan during the year and is still employed by the Village. (2015)

Payment will be made on a pro-rated basis on or about December 31<sup>st</sup> of the following year or at the time of termination of employment.

Details of the current health insurance plan, including premiums, ~~percentages paid by the Village and employees, co-pays, visual, dental and medical reimbursements, etc.~~ are available in the Village Clerk's Office.

The plan will be reviewed and updated annually.

The recommendation to change the Employee Policy was presented as the current process is counterintuitive and unnecessary. It was decided upon to table and discussed at a later date.

### **Communications / Informational / Discussion Items**

- A. Meeting with Dept Heads to discuss Pay Equity
- B. PBS in Nunda filming
- C. Municipal Specific-Fiscal Stress Financial Indicator Data-presented
- D. Americana Days

**MOTION** was made by Trustee Allen to block off/close portions of East Street from North State Street to North Church Street and 1<sup>st</sup> Street for parking to celebrate Americana Days on July 10<sup>th</sup>, seconded by Trustee Wilcox. Carried 5-0.

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### **Adjournment**

**MOTION** was made to adjourn by Trustee Allen at 9:13 PM.

Respectfully submitted,

LeRoy J. Wood  
Administrator/  
Clerk-Treasurer