

August 19, 2024

The Regular Meeting of the Nunda Village Board of Trustees was held on August 19, 2024, at the Nunda Government Center Building with the following present:

Mayor: Jack Morgan
Deputy Mayor: Darren Snyder
Trustees: James Mann Jr.
William Davis
Patty Piper

Water and Streets Superintendent: Troy Bennett
Planning Board Chairperson: Alex Pierce (Absent)
Waste Water Treatment Plant Chief Operator: Markus Hugi
Youth Recreation Director: Dustyn Zangerle (Absent)
Youth Recreation Deputy Director: Jaime Bantle (Absent)
Code/Zoning Officer: Luke Granger (Absent)
Clerk-Treasurer: Kimberly Wester

Mayor Snyder - called the meeting to order at 6:01 PM.

Roll Call: Trustee Piper (Absent)

Pledge of Allegiance: Led by Mayor Morgan

Open Forum 5 Civilian attendees

- A. Steve Howe – Presentation of the 2024-2025 Nunda Fire Department Contract
- B. Kelly Lathan – Financial advisor of Fiscal Advisors & Marketing, Inc – review and update of the WWTP project.
- C. Open Bids for Installation of a concrete pad and sidewalk at the WWTP – three sealed bids received.

Resolution No. 2024-24

BE IT RESOLVED that the Nunda Village Board of Trustees approves Curry Masonry for work to be completed at the Waste Water Treatment Plant for the installation of a concrete pad and sidewalk consisting of 18 yards of concrete, at a cost of \$8,850.00 with cost of project being within 2024/2025 budgeted parameters.

MOTION to approve was made by Deputy Mayor Snyder, seconded by Trustee Mann. Carried 4-0.

- D. Water/Sewer Account #1762 – Water Leak

MOTION was made by Deputy Mayor Snyder, seconded by Mayor Morgan to reduce the water/sewer usage dollar amount by 50% for the billing period of 5/1/2024-7/31/24, and 8/1/24-8/16/24 (66,000 gallons) due to an unknow water leak. Carried 4-0.

- E. ARPA Funds

MOTION was made by Mayor Morgan to pay “Always Moving” \$750.00 of ARPA funds for the move of the Grand Piano from 13 Mill to 1 Mill Street, with balance of ARPA funds to be used towards the purchase of a new DPW Truck or concrete work, seconded by Deputy Mayor Snyder. Carried 4-0.

Approval of Minutes

- A. July 8, 2024

MOTION was made by Trustee Davis to accept the minutes as presented, discussed, and reviewed, seconded by Trustee Mann. Carried 4-0.

Approval of Invoices

- A. 2024 Fund Transfer

Resolution No. 2024-25

BE IT RESOLVED, that the Village Clerk-Treasurer be authorized to make the necessary Fund Transfer of \$25,000.00 from the Sewer Fund to H Fund WWTP Capital Improvement Project to cover the cost of professional engineering service provided by MRB Group for the Sewer Department upgrades.

MOTION to approve was made by Trustee Mann, seconded by Deputy Mayor Snyder. Carried 4-0.

B. Abstract No. 003

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

GENERAL	(A)	- \$ 36,395.72
WATER	(F)	- \$ 2,460.20
SEWER	(G)	- \$ 4,063.71
WWTP CIP	(H)	- \$.00
YOUTH	(J)	- \$ <u>1,691.03</u>
TOTAL		- \$ 44,610.66

C. Abstract No. 004

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 004 as follows:

GENERAL	(A)	-\$ 90,966.89
WATER	(F)	-\$ 16,192.22
SEWER	(G)	-\$ 5,452.77
WWTP CIP	(H)	-\$ 23,845.50
YOUTH	(J)	-\$ <u>3,804.16</u>
TOTAL		-\$140,261.54

MOTION to approve Abstract 003 and 004 was made by Deputy Mayor Snyder, seconded by Trustee Davis. Carried 4-0.

Reports

- A. Police
- B. Code Enforcement/Zoning – New Code Enforcement Officer to start August 30, 2024
- C. Sewer
- D. DPW/Water -
- E. Justice
- F. Treasurer’s Report’s
 - 1. Monthly Bank Statement Account - July 2024
 - 2. Collateralization Report - July 2024
 - 3. Payroll – 14, 15, & 16 - Certification Review

MOTION was made by Trustee Davis after review and discussion to approve *and* Certify Payrolls #14, #15, and #16, seconded by Trustee Mann. Carried 4-0.

- G. ZBA/Planning Board-Zoning Law Updates
- H. Youth Recreation

New Business

- A. 2024 Budget Modifications

Resolution No. 2024-26

BE IT RESOLVED, that the Village Clerk-Treasurer be authorized to make necessary budget modifications to individual line items to reflect actual budgetary revenue and expenditures more accurately for 2024-2025 CHIPS spending.

MOTION to approve was made by Trustee Davis, seconded by Trustee Mann. Carried 4-0.

- B. Online Payment Options for Village Residents (Express Pay or MuniciPAY)

C. Prepays – Review procurement policy at next board meeting.

MOTION was made by Mayor Morgan, seconded by Trustee Davis for the clerk-treasurer to establish a list of prepay monthly invoices for the board to review and approve. Carried 4-0.

D. Amazon Account – Purchasing Policy – define requirements/authorizations/meeting (and not exceeding) approved spending thresholds in accordance with current policy

MOTION to approve an Amazon purchase up to \$499.99 at the discretion of the Purchasing Department was made by Deputy Mayor Snyder, seconded by Trustee Davis per the Village of Nunda Procurement Policy. Purchases \$500.00 and over require Village Board approval. Carried 4-0.

- E. Chronic Nuisance Property Law
- F. Property Maintenance Law
- G. Obstruction to Highway Law – Debris, Including Manure
- H. DPW Public Incident
- I. MRB – Grant Assistance Proposal

Resolution No. 2024-27

BE IT RESOLVED, that the Nunda Village Board of Trustees approves the municipal engineer, MRB Group, to manage and provide grant administration for the recently awarded Water Quality Improvement Program (WQIP) Grant at the total cost to the municipality of \$3,000. The grant administration will assist and offset total funding costs of the waste water treatment plants capital project and costs to the end users of this municipal service.

MOTION to approve was made by Deputy Mayor Snyder, seconded by Trustee Mann. Carried 4-0.

9. Old Business

- A. Collateral Partnership Agreement
- B. 39 Massachusetts Street
- C. Mass Communication
- D. Review/Update Action Item List
- E. Truck Purchase – DPW and WWTP

MOTION was made by Trustee Davis, seconded by Deputy Mayor Snyder, to transfer \$8000.00 per year of the Sewer Fund into the reserve fund for the future purchase of a vehicle for the DPW. Carried 4-0

MOTION to approve was made by Trustee Davis, seconded by Deputy Mayor Snyder for the purchase of a 2025 Chevy Silverado for the price of \$54,840.50 from McClurg Chevrolet in Perry NY, for the DPW. Carried 4-0.

MOTION was made by Deputy Mayor Snyder, seconded by Mayor Morgan to use the balance of the funds from the DPW roof, for the amount of **\$9,635.57**, for sidewalk reserves. Carried 4-0.

10. Other Business

- A. 2023-2024 Annual Financial Reports for **both** the Village of Nunda and Youth Recreation Program have been completed with Executive Notes and submitted to the New York State Comptroller as required by to July 30, 2024. Copies of these reports have been emailed to all board members and will be posted to the Village Website for public view.

11. Communications/Information Items

- A. Dalton-Nunda Schools Superintendent Powers to visit at the September 9, 2024 Village Board Meeting
- B. Tobacco Free Air Policy Review at September 9, 2024 Village Board Meeting
- C. Executive Session

MOTION was made by Deputy Mayor Snyder to enter Executive Session at 9:22 PM to discuss personnel concerns, seconded by Trustee Davis. Carried 4-0.

MOTION was made by Mayor Morgan to exit Executive Session at 9:51 PM, seconded by Deputy Mayor Snyder. Carried 4-0.

Resolution No. 2024-28

BE IT RESOLVED that the Nunda Village Board of Trustees approves current Deputy Clerk-Treasurer, LeRoy Wood for an additional term of six months at the village, once current term of office expires on September 30, 2024, in a part-time capacity; to process, have access, and complete the necessary and legal accounting responsibilities during the transition process and training period of the new village clerk-treasurer. The additional six-month term would be effective for the dates of 10/1/2024 until 3/30/2024.

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

Adjournment

MOTION to adjourn was made by Mayor Morgan at 10:08 PM.

Respectfully submitted,

Kimberly A. Wester
Village Clerk-Treasurer