

DRAFT BOARD MEETING MINUTES

April 10, 2023

**The Regular Meeting of the Nunda Village Board of Trustees was held on April 10, 2023, at the Nunda Government Center Building with the following present:**

**Mayor:** Jack Morgan  
**Deputy Mayor:** Darren Snyder  
**Trustees:** Mel Allen  
William Davis  
Dr. Donald Wilcox

**Town/Village Assessor:** Brian Knapp  
**Town/Village Deputy Assessor:** Stephanie Knapp  
**Planning Board Chairperson:** Alex Pierce  
**Water & Streets Superintendent:** Troy Bennett  
**Chief Sewer Operator:** Markus Hugi  
**Administrator/Clerk-Treasurer:** LeRoy Wood

**Mayor Morgan** - called the meeting to order at 6:30 PM.

**Roll Call:** Trustee Allen Absent

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

**Open Public Hearing** – Mayor Morgan opened the Public Hearing on the 2023 – 2024 Village Budget at 6:30 PM.

**Visitor Forum**

**Open Forum**

Brian Knapp, Town/Village Assessor – Tax Exemptions  
Stephanie Knapp, Deputy Town/Village Assessor

Discussion on available tax exemptions for local village residents occurred. Two categories currently being deliberated are a Senior Tax Exemption and Disability Exemption. Mayor Morgan asked the assessor to gather data on the impact in adopting these two exemptions would have on the residents of the municipality who would not qualify.

**Mayor Morgan asked for a moment of silence to be observed in memory of the passing of Mary Allen, wife of Trustee Mel Allen.**

**Village business as presented by Mayor Morgan:**

**APPOINTMENTS:**

**Code Enforcement/Zoning Officer**  
Effective mayoral hire date of March 30, 2023

**INCUMBENT**

Luke Granger

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**Resolution No. 2023-020**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approves the mayoral provisional appointment of Luke Granger as Village Code Enforcement and Zoning Officer as he continues working on his final qualifications.

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

**Approval of Minutes**

A. March 13, 2023 Regularly Scheduled Board Meeting

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

B. March 27, 2023 Supplemental Board Meeting

**MOTION** was made by Deputy Mayor Snyder to accept the minutes as presented, discussed, and reviewed, seconded by Trustee Wilcox. Carried 3-0 (Trustee Davis abstained).

**Approval of Invoices**

A. Application #13 - STC Construction – GC WWTP CIP

**Resolution No. 2023-021**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approves payment #13 to STC Construction – General Contractor in the amount of \$106,875.00 for work performed at the Waste Water Treatment Plant’s Capital Project, once funding becomes available.

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

B. Application #10 - M.W. Controls – Electrical Contractor WWTP CIP

**Resolution No. 2023-022**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approves payment #10 to M.W. Controls – Electrical Contractor in the amount of \$57,290.66 for work performed at the Waste Water Treatment Plant’s Capital Project, once funding becomes available.

The **motion** was made by Trustee Davis, seconded by Trustee Wilcox. Carried 4-0.

C. CDBG Drawdown #7 - \$29,200.00

**Resolution No. 2023-023**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve the bills for payment on CDBG No. 831HR142-20 Drawdown No. 7 in the amount of \$29,200.00 once funding has been received for the following vendor list:

- J Mann Construction - \$5,600.00
- Townline General Construction - \$8,200.00
- Thoma Development - \$15,400.00

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

D. Abstract No. 012

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 012 as follows:

GENERAL	(A)	- \$ 14,865.77
WATER	(F)	- \$ 3,430.62

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SEWER	(G)	- \$ 5,945.97
WWTP CIP	(H)	- \$168,068.66
YOUTH	(J)	- \$ <u>      .00</u>
<b>TOTAL</b>		<b>- \$192,311.02</b>

The **motion** to approve was made by Trustee Wilcox, seconded by Trustee Davis. Carried 4-0.

**Reports**

- A. Police
- B. Code Enforcement/Zoning
- C. Sewer
- D. DPW/Water-P/T Laborer Applications
- E. Justice
- F. Treasurer’s Report’s
  1. Monthly Bank Statement Account-March 2023
  2. Collateralization Report-March 2023
  3. Treasurer’s Report-March 2023 provided through earlier email
  4. Payroll-5 & 6 - Certification Review
- G. ZBA/Planning Board

**MOTION** was made by Mayor Morgan to accept the resignation of Brenda Weaver as Joint Town/Village Planning Board Member as a representative of the Town, seconded by Trustee Wilcox. Carried 4-0.

**MOTION** was made by Mayor Morgan to appoint Brenda Weaver to the Joint Town/Village Planning Board Member as a representative of the Village, seconded by Trustee Davis. Carried 4-0.

- H. Youth Recreation-Applications/Committee meet to discuss

**New Business**

- A. **Close Public Hearing** - Mayor Morgan asked the public for any additional discussion on the 2023 – 2024 Village Budget. Mayor Morgan closed the public hearing at 7:54 PM.
- B. Discussion/Review/Final Adoption of the 2023 - 2024 Village Budgets

**Resolution No. 2023-024**

**BE IT RESOLVED** that the Nunda Village Board of Trustees *adopt* the 2023-2024 Budget of the Village of Nunda as follows:

GENERAL FUND:	\$957,172.00
SEWER FUND:	\$236,275.00
WATER FUND:	\$383,869.00
YOUTH RECREATION:	\$ 26,764.00

Grand Total Amount is \$ 1,604,080.00 with \$ 495,000.00 to be raised by taxes for the General Fund at the Tax Rate of \$8.923598 per thousand a *decrease* of \$1.968517 per thousand assessed. The Water Debt Charge will *decrease* from \$ 29.85 to \$28.03 per quarter, per living unit. There could be Sewer Debt Charge this fiscal year due to capital project underway at the sewer plant-current specified debt charge is unknown.

The **motion** to approve was made by Trustee Wilcox, seconded by Deputy Mayor Snyder. Carried 4-0.

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### **Old Business**

- A. 1 Mill Street – National Registry update
- B. RG&E notification for site visit on April 11, 2023 at municipal water source
- C. WWTP CIP – Generator purchase

### **Resolution No. 2023-025**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve a change order to the Waste Water Treatment Plants Capital Improvement Project to delete a pole barn at the sewer plant and use these available funds to procure a 150kW Diesel Generator to operate the plant as needed. This procurement will not-exceed \$50,000 without further board review and approval.

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

### **Other Business**

- A. Local Law on ATV's
- B. Local Law on Parking

### **Communications/Information Items**

- A. Change village board meeting star time

**MOTION** was made by Mayor Morgan to change the start time of regularly schedule village board meetings back to 7:00 PM on the second Monday of the month, seconded by Trustee Wilcox. Carried 4-0.

### **Adjournment**

The **motion** to adjourn was made by Trustee Wilcox, seconded by Trustee Davis at 8:27 PM.

Respectfully submitted,

LeRoy J. Wood, CMFO, RMC  
Administrator/Clerk-Treasurer