

May 8, 2017

The Regular Meeting of the Nunda Village Board of Trustees was held on May 8, 2017, at the Nunda Government Center Building, at 7:00PM with the following present:

Mayor: Robert Cox
Deputy Mayor: Fritz Amrhein
Trustees: Darren Snyder
Jack Morgan
Mell Allen

Water and Streets Superintendent: Troy Bennett arrived at 7:06 PM
Waste Water Treatment Operator: Markus Hugi arrived at 7:23 PM
Clerk-Treasurer: LeRoy Wood

Citizens: Ron Adam Anne Rangere Doris Marsh
Liam Costello Koen Weaver

Mayor Cox - called the meeting to order at 7:00 PM

Roll Call: All present

Pledge of Allegiance - led by Mayor Cox

Visitor's Forum

Anne Rangere -Yard Sale Day - Anne stated the Village Yard Sale Day would be August 19, 2017 and asked the Village Board if the Village would be able to participate in a sponsorship again this year with the Nunda Chamber of Commerce.

The Village Board asked about vendors selling food/products and their responsibilities of having the proper forms filed through the Livingston County Department of Health prior to this event. Anne provided information to the Board of each vendor's responsibility to attain the correct documentation forms. The Village Board agreed to be a sponsor of this year's event in August as long as no collection of monies for said event came through the Village Clerk's Office. The Board thanked Anne for her presentation.

Nunda Rotary Representative Doris Marsh along with Nunda Rotary Interactive Keshequa Central School students Liam Costello and Koen Weaver presented Mayor Cox with a donation check to the Nunda/Portage Youth Recreation Program of \$ 658.50. The Mayor thanked Mrs. Marsh and the students for their continued support and contributions to our community through Nunda Rotary.

Approval of Minutes

A. April 17, 2017

MOTION was made by Deputy Mayor Amrhein to approve the minutes as presented and reviewed, seconded by Trustee Morgan. Carried 5-0.

Approval of Invoices

A. Abstract No. 008

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 008 as follows:

GENERAL -	\$20,333.86
WATER -	\$13,130.44
SEWER -	\$ 3,966.04
YOUTH-	<u> 0.00</u>
TOTAL –	\$ 37,430.34

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

Reports

A. *Police*

1. Monthly Report - April 2017

2. Town of Nunda Budget Report – April 2017
3. Payroll Reports
4. Police Abstract #5

MOTION was made by Deputy Mayor Amrhein to accept Police Officer Catherine Mucha resignation from the Joint Village and Town Police Department with thanks and regrets, seconded by Trustee Allen. Carried 5-0.

Speed trailer was discussed, with this equipment being deployed within the Village at this time.

B. Code Enforcement/Zoning

1. Monthly Report - April 2017

C. Sewer

1. Land spreading

This service is awaiting an additional sample to be returned from the laboratory prior to action being taken.

D. DPW

1. April 2017 Calendar
2. Saturday, May 13, 2017 – Village Clean-Up Day

Keshequa Central School student volunteers assisting with clean-up day

E. Water

1. 2016 Annual Water Quality Report (AWQR)

Report is complete. Superintendent Bennett and Clerk-Treasurer Wood discussed with the Village Board that the Livingston County Department of Health allows municipalities to provide a direct computer web link to the AWQR to be delivered to each bill paying customer. This year labels will be created and applied to the May 2017 Water/Sewer Bill which will be distributed to each customer. The attached label also states to obtain a paper copy of this report to contact the Village Clerk's Office. The cost savings of providing a direct computer web link on a postcard bill versus printing and mailing a four-page report to each customer in an envelope was a substantial taxpayer savings. The AWQR is located on the Village Web Page under the Departments - Water Section.

F. Justice

1. Monthly Reports – April 2017

G. Treasurer's Reports

1. Monthly Reports – April 2017

H. ZBA/Planning Board

I. Youth Recreation

1. Village Board approved advertising for Youth Recreation Assistants/Water Safety Officers – end date of collecting applications will be May 31, 2017.

J. Board Departmental Liaison Reports

1. Mayor Cox has asked the Board members for monthly reports of departments of which they are liaisons for.

MOTION was made by Deputy Mayor Amrhein that the Nunda Village Board of Trustees accepts the reports as presented, seconded by Trustee Morgan. Carried 5-0.

New Business

A. Snow and Ice remaining funds including all equipment rental under this program to be moved into the Snow and Ice Equipment Reserve Fund.

MOTION was made by Trustee Morgan to transfer any funds received and/or remaining in the Snow Removal Budget to the Snow and Ice Equipment Reserve Fund, seconded by Trustee Snyder. Carried 5-0.

B. Zoning Board Member Appointment

MOTION was made by Trustee Morgan to appoint Kristie Cartwright to the Zoning Board of Appeals as a Village representative for a term through May 31, 2022, seconded by Trustee Snyder. Carried 5-0.

C. Village Mall – use for music on July 29, 2017

D. Tax Warrant

Resolution no. 2017-020

BE IT RESOLVED that the Nunda Village Board of Trustees authorizes the Mayor and Village Clerk-Treasurer to sign the tax warrant in the amount of \$434,705.00, to also include the water re-levies in the amount of \$2,798.60 and sewer re-levies in the amount of \$1,714.88.

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

E. 2016-2017 Budget Modifications

Resolution no. 2017-021

BE IT RESOLVED that the Clerk-Treasurer be authorized to make necessary budget modifications to individual line items to more accurately reflect budgetary expenditures for 2016-2017.

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

F. Reserve Funds

Resolution no. 2017-022

BE IT RESOLVED that the Clerk-Treasurer be authorized to transfer any unexpended funds to their respective funds Equipment Reserve Fund, excluding any unexpended fund balance appropriated in the 2016-2017 Budget.

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

G. End of Year Close-out Meeting-date

MOTION was made by Trustee Morgan to schedule an end of year closeout meeting of the Nunda Village Board of Trustees on May 23, 2017 at 7:00 PM at the Nunda Government Center, located at 4 Massachusetts Street in said Village, seconded by Deputy Mayor Amrhein.

Carried 5-0.

H. Advertise for Part Time Employee

Discussion to advertise for a part time seasonal laborer at a rate of \$10.00 per hour, to assist the Department of Public Works was approved. Advertising will be for two weeks with an end date of applications due of May 31, 2017. Review of applications will begin in June 2017.

I. Time-Off Request Form added to Employee Policy

MOTION was made by Trustee Morgan to amend the existing Employee Policy to add a Time-Off Request Form to be used by all employees when time-off is requested, seconded by Deputy Mayor Amrhein. Carried 5-0.

J. Shared Services Agreement – Nunda Government Center

Discussion on creating a Shared Services Agreement with the Town of Nunda for the Nunda Government Center property. Agreement would encompass each municipalities responsibility in reference to property/building maintenance.

K. Village Park sign – rules

Superintendent Bennett stated he posted the Village Park sign and a trash can in the Village Park. Village Park rules and regulation are still being reviewed at this time.

L. Village No Parking vs. No Standing

A concerned village resident mentioned there are several vehicles parked on South Church Street in the Village under No Parking signs across from the school at the end of the school session

creating an unsafe traffic condition. To be considered parking illegally in a No Parking area the vehicle must be left unattended. The vehicles in question do have drivers in them so the vehicles are not illegally parked in this area. Mayor Cox has discussed this concern with the Police Chief and it was decided a review of the current law should be addressed at the next Village Board meeting. A No Standing sign was mentioned by Mayor Cox, however, Police Chief Wilcox stated the current law would need to be amended before such a sign could be placed in this location allowing Police enforcement. The Village Board decided to move forward with proper research as to the correct direction to move in by reviewing current law, conducting a public hearing, repealing current law and adopting a new law.

Old Business

A. Annexation - Well Site

Village Attorney Vogel was contacted by email about the status of this situation. No reply has been received. Mayor Cox is contacting directly.

B. Trash Collection

Trustee Allen presented information from several municipalities and their efforts of providing trash pick-up services to their residents. Additional conversation of the Village Board will need to take place in the future for possible implementation of trash pick-up services to the Village.

C. Cyber Security Insurance

D. Employee Policy - Accrual Reimbursement

E. NYS Urban Forestry Grant – Tree planting ceremony scheduled for Saturday, May 13, 2017, at 2:00 PM

Other Business

MOTION was made by Deputy Mayor Amrhein to enter into executive session, at 8:37 PM, for the discussion of an *employee's performance concern*, the motion was seconded by Trustee Morgan. Carried 5-0.

MOTION was made by Deputy Mayor Amrhein to exit executive session, at 9:04 PM, the motion was seconded by Trustee Allen. Carried 5-0.

Communications/Information Items

A. Calendar – May & June 2017

B. Once Again Nut Butter Open House – Saturday, May 20, 2017, 9:00am-Noon

Adjournment

With no further business to be discussed, the motion to adjourn was made by Deputy Mayor Amrhein, seconded by Trustee Snyder at 9:04 PM. Carried 5-0.

Respectfully submitted,

LeRoy J. Wood
Clerk-Treasurer