

September 18, 2017

The Regular Meeting of the Nunda Village Board of Trustees was held on September 18, 2017, at the Nunda Government Center Building, at 7:00 PM with the following present:

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

Water and Streets Superintendent: Troy Bennett
Waste Water Treatment Plant Operator: Markus Hugi arrived at 7:20 PM
Code Enforcement/Zoning Officer: Mark Mullikin
Waste Water Treatment Plant Operator: Brian Emke
Clerk-Treasurer: LeRoy Wood

Citizens: Dale Bettis Ron Adam

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

Roll Call: All present

Pledge of Allegiance: led by Deputy Mayor Amrhein

Visitor Forum: Mr. Dale Bettis brought his concern of traffic not stopping at the Stop light in the Village of Nunda at least during the time when students at the local school are walking to and from school, morning and afternoon hours. There have been several occasions when Mr. Bettis's child has been walking to or from school where a vehicle will roll through the Stop Light/Sign almost striking the student. Mr. Bettis has brought this concern up with the Town of Nunda Board and also the local schools superintendent. Mayor Cox stated that he would look into the situation.

Approval of Minutes

A. August 14, 2017

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

Approval of Invoices

A. Abstract No. 013

The Nunda Village Board of Trustees has reviewed, discussed and approved invoices for payment on Abstract No. 013 as follows:

GENERAL - \$ 13,981.17

WATER -	\$ 8,319.36
SEWER -	\$ 9,078.93
YOUTH -	<u>\$ 246.34</u>
	\$ 31,625.80

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

Reports

A. Police

1. Monthly Report – August 2017
2. Town of Nunda Budget Report - July 2017
3. Payroll Reports – Reviewed, hours have increased, will discuss with Police Chief
Police Commissioners to discuss DWI Crackdown Grant, Keshequa Central School soccer game responsibilities, social media expectations, and Police vehicle purchasing update.

B. Code Enforcement/Zoning

1. Monthly Report – August 2017

Resolution no. 2017-045

BE IT RESOLVED that the Nunda Village Board of Trustees approve changes to grass height restrictions; height of grass can be no higher than six inches in length.

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

C. Sewer

D. DPW

1. August 2017 Calendar
2. FEMA Project updates to the Village Board – East Street work completed.

E. Water

F. Justice

1. Monthly Reports – August 2017

G. Treasurer's Reports

1. Monthly Treasurer's Reports – August 2017
2. Monthly Bank Statement Account – Certificate of Deposit renewal
Clerk-Treasurer Wood provided a copy of the August 2017 bank statement to the Village Board of Trustees. Thorough discussions of **each** account along with proper bank required collateralization on all interest-bearing accounts (accrued) in excess of \$250,000 FDIC was reviewed. The monthly Treasurer's Report was then compared to each bank account. All bank accounts ending balances match the Treasurer's Report as presented. Clerk-Treasurer Wood requested to provide a brief each month to the Village Board of Trustees on financial status, Village Board approved such brief.

The Village of Nunda's certificate of deposit will mature on October 3, 2017. As

noted in the budget process, the certificate of deposit will be renewed at the same interest rate of .25%, as confirmed with Five Star Bank, for another year - minus \$65,000.00 for the one-ton truck 2017 capital equipment purchase.

3. Total 2017 taxes collected through August 31, 2017 – 94.7%

H. *ZBA/Planning Board*

1. Working on the Joint Town/Village Comprehensive Plan

I. *Youth Recreation*

1. Youth Recreation tentative budget completed and provided to Mayor Cox and Town Supervisor Walker per their request. The Town of Nunda is currently in the 2018 budget process.

J. *Board Departmental Liaison Reports*

1. Administrative – an agreement on usage of the Nunda Government Center Building with the Town of Nunda is being developed, additional research has been conducted to ascertain the whereabouts of such an agreement that may have been formulated in the past. No record has yet been found.

2. Water

3. Other utilities – light outages and cable contracts were discussed

4. Youth/Parks – a review of the current Park Rules is still in progress; final approval will hopefully take place in September 2017 with signage to be created with the rules listed.

5. Budget Preparation – tentative 2018 Youth Recreation budget provided to the Village Board for review

6. Code Enforcement

7. Bank reconciliation – to be conducted by Clerk-Treasurer Wood during each regularly scheduled Board Meeting as approved by Village Board

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. Budget Modifications

Budget Modifications – General Account

From	Budget Code A1990.4	Contingent Account	\$ 4,746.05
To	Budget Code A5110.2	Street Maintenance Equipment	\$ 4,548.95
To	Budget Code A8510.4	Community Beautification	\$ 197.10

Budget Modifications – Water Account

From	Budget Code F8330.1	Purification	\$ 675.97
To	Budget Code F8340.1	Transmission & Distribution	\$ 675.97

General Account budget modifications are requested for the emergency purchase/replacement of a leaking diesel tank 500 gallon and purchase of flower arrangements for the continued beautification of the Nunda Government Center.

Water Account budget modifications are requested for the payment of overtime for repairs to the water plant.

Resolution no. 2017-046

BE IT RESOLVED that the Nunda Village Board of Trustees approve budget modifications as presented by Clerk-Treasurer Wood.

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

B. Correct water account 1098 decrease to \$ 118.30

Resolution no. 2017-047

BE IT RESOLVED that the Nunda Village Board of Trustees approve the removal of all remaining balances and any penalties associated with Water/Sewer Account 1098 for the total of \$118.30, due to equipment malfunction as water was turned off at the curb with water meter showing one (1) gallon of water use for the last quarter.

The motion was made by Trustee Morgan, seconded by Deputy Mayor Amrhein. Carried 4-0, Trustee Snyder abstained.

C. Change of Date - October Village Board Meeting – Observance of Columbus Day

Resolution no. 2017-048

BE IT RESOLVED that the next regular meeting of the Nunda Village Board of Trustees scheduled for October 9, 2017 be changed to October 16 at 7:00 PM due to the observance of Columbus Day.

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

D. Return of Village Taxes to County Treasurer

Resolution no. 2017-049

BE IT RESOLVED that the Nunda Village Board of Trustees approve sending all delinquent Village Taxes that remain unpaid on October 2, 2017 to the Livingston County Treasurer for re-levy.

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

E. 2018 Employee Healthcare – 2018 healthcare costs have been provided to all employees and Village Board members. Discussion to take place in October 2017 with employees and Village Board members with a decision to be made for 2018

F. Bond payments - \$15,684.37 request to pay via bank wire transfer

MOTION was made by Deputy Mayor Amrhein to allow Clerk-Treasurer Wood to process bank wire transfer in the amount of \$15,684.37 for the payment of Village debt to Chase Manhattan Bank, seconded by Trustee Morgan. Carried 5-0.

G. Municipality Insurance

Due to increased costs in municipality insurance over the past several years, Clerk-Treasurer Wood received interest from Western NY Insurance to provide a quote for 2018. Currently, the municipality is paying more than \$29,000 annually for insurance with Tompkins Insurance Agency. Tompkins Insurance Agency has reached out and is looking at providing a quote for 2018 also. Results will be available in December 2017 for Village Board review, discussion and decision.

Old Business

- A. Annexation - Well Site to be reviewed with Livingston County Real Property Department in October 2017 as to status
- B. One-ton truck purchase update, currently awaiting quotes
- C. Cyber Security Insurance
- D. Shared Services Agreement – Nunda Government Center
- E. Village Park sign cost & rules
- F. Local Law #2 of 2017 Regulating Parking in the Village of Nunda received New York State information as to filing status of Local Law
- G. Mortar work at 1 Mill Street
- H. Rules on weekend responsibilities – Superintendent Bennett still in process of developing a plan

Other Business

- A. Christmas in Nunda - all remaining funds transferred to now sponsor - Trinity Church of Nunda

MOTION was made by Deputy Mayor Amrhein to enter into executive session, at 9:03 PM, for the discussion of proposed current litigation, the motion was seconded by Trustee Morgan. Carried 5-0.

MOTION was made by Trustee Morgan to exit executive session, at 9:39 PM, the motion was seconded by Deputy Mayor Amrhein. Carried 5-0.

MOTION was made by Trustee Morgan to authorize the Code Enforcement Officer to create an affidavit to be used by the Nunda Police Department to deliver correspondences related to any property code enforcement deficiencies. Affidavit shall have signature of receipt and be returned to the Code Enforcement Officer after delivery, the motion was seconded by Trustee Allen. Carried 5-0.

Communications/Information Items

- A. Calendar - September 2017 & October 2017
- B. Updated Code Enforcement Officer job description per Livingston County Personnel Officer
- C. Highway Work Permit – Keshequa Varsity Club
- D. GFLRPC Fall 2017 Regional Local Government Workshop
- E. Livingston County Market Analysis Study – Thursday, October 12, 2017 at 12:25
- F. Village Association Dinner Schedule reviewed

Adjournment

With no further business to be discussed, the motion to adjourn was made Trustee Allen, by seconded by Deputy Mayor Amrhein at 9:40 PM. Carried 5-0.

Respectfully submitted,

LeRoy J. Wood
Clerk-Treasurer