

DRAFT BOARD MEETING MINUTES

February 13, 2023

**The Regular Meeting of the Nunda Village Board of Trustees was held on February 13, 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

**Planning Board Chairperson:** Alex Pierce

**Planning Board Member:** Timothy Cassidy Sr.

**Water & Streets Superintendent:** Troy Bennett

**Chief Sewer Operator:** Markus Hugi

**Code Enforcement/Zoning Officer:** Mark Mullikin

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

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

**Roll Call:** Trustee Allen absent

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

**Visitor Forum**

Mr. Van Name & Kimberly Pierce

Chad Bugman and two others discussed current project – Greenway Campgrounds – to be located at the old Triple Creek Golf Course in the Town of Nunda.

**Resolution No. 2023-007**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approves, contingent on Town of Nunda governing board approval, to expand and extend village water and sewer infrastructure to Greenway Campgrounds located in the Town of Nunda on State Route 408.

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

**Approval of Minutes**

A. January 9, 2023

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

**Reports**

A. Police

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1. Michael & Jamie D'Amico donation
2. Hire J. Van Dunk as P/T police officer

**MOTION** was made by Deputy Mayor Snyder to hire Jeff Van Dunk as a part-time police officer for the Joint Nunda Police Department, seconded by Trustee Wilcox. Carried 4-0.

3. Police Dept. Budget

### B. Code Enforcement/Zoning

### C. Waste Water Treatment Plant

1. WWTP CIP Update

Growing concern with the electrical contractor on the capital project continues to weigh on the progress on the job site. Chief Operator Hugi will reach out to project engineer to discuss timelines, progress and concerns forthwith.

### D. Water/DPW

### E. Justice

### F. Administrator/Clerk-Treasurer

1. Monthly Bank Statement Account-January 2023
2. Collateralization Report-January 2023
3. Monthly Treasurer's Report

There is a growing concern with utility (gas and electric) charges at ALL municipal locations as they have exceeded budgetary limits this fiscal year in ALL funds. Budgetary adjustments will need to be completed.

4. Payroll - #1 & 2-Certification Review

5. Monthly Clerk's Report

### G. ZBA/Planning Board

1. Comprehensive Plan is ongoing
2. Vacancy on the Planning Board

### H. Youth Recreation

**MOTION** was made by Trustee Wilcox to accept all departmental reports as presented, seconded by Trustee Davis. Carried 4-0.

### Approval of Invoices

- A. Application #12 – STC Construction – GC WWTP CIP

### **Resolution No. 2023-008**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approves payment #12 to STC Construction – General Contractor in the amount of \$81,510.00 for work performed at the Waste Water Treatment Plant's Capital Project, once funding becomes available.

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

- B. Application #9 – M.W. Controls – Electrical Contractor WWTP CIP

### **Resolution No. 2023-009**

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**BE IT RESOLVED** that the Nunda Village Board of Trustees approves payment #9 to M.W. Controls – Electrical Contractor in the amount of \$29,694.57 for work performed at the Waste Water Treatment Plant’s Capital Project, once funding becomes available.

The **motion** to approve was made by Trustee Davis, seconded by Trustee Wilcox. Carried 3-1 (Deputy Mayor Snyder was a no vote).

C. Abstract No. 010

GENERAL	(A)	- \$ 11,173.49
WATER	(F)	- \$ 8,976.23
SEWER	(G)	- \$ 13,649.79
WWTP CIP	(H)	- \$114,084.57
YOUTH	(J)	- \$ 110.00
<b>TOTAL</b>		<b>- \$147,994.08</b>

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

**New Business**

A. Budget Modifications

**MOTION** was made by Trustee Davis to approve budget modifications for all funds as presented by Administrator Wood to the Village Board of trustees, seconded by Trustee Wilcox. Carried 4-0.

B. Public Water Sanitary Survey 2022 Report

C. Genesee Valley Rural Revitalization Grant – Landmark Society – 1 Mill Street

**Resolution No. 2023-010**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approves entering into the grant award process from the Genesee Valley Rural Revitalization for ADA Upgrades at 1 Mill Street – Village Hall.

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

**Resolution No. 2023-011**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approves Mayor Morgan submitting an application for grant funding from the National Registry for inclusion of qualifying local applicants; residential homes and businesses, into this national program.

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

**Old Business**

A. Street Lighting Update

B. Youth Recreation Director search update

C. Code Enforcement Officer/Zoning Officer search update

**Other Business**

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### A. Lease Agreement – Empire Long Distance – w/municipal attorney notes

**MOTION** was made by Deputy Mayor Snyder for the Village of Nunda to enter into a lease agreement with Empire Long Distance for communication equipment installation at 1 Mill Street, Village Hall for community-wide internet availability, contingent on several changes and additions to original lease agreement provided; terms of lease are defined, rent amount to be collected by municipality, electrical meter installation and insurance requirements, seconded by Trustee Wilcox. Carried 4-0.

### B. CDBG Application Form

#### **Resolution No. 2023-012**

**WHEREAS**, the Village of Nunda has received grant funding from the Office of Community Development in the manner of a Community Development Block Grant, Project No. 831HR142-20, and

**WHEREAS**, the community can submit an application for said funding for repairs to private residents,

**NOW THEREFORE, BE IT RESOLVED** that the Nunda Village Board of Trustees approve the application from Angela DeCramer residing at 19 Center Street, Nunda, New York for Community Development Block Grant funding for repairs to their home as recommended by the Village of Nunda's consultant, Thoma Development Consultants totaling \$34,541.68.

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

### C. CDBG Drawdown No. 5: \$90,940.31

#### **Resolution No. 2023-013**

**BE IT RESOLVED** that the Nunda Village Board of Trustees approve the bills for payment on CDBG No. 831HR142-20 Drawdown No. 5 in the amount of \$90,940.31 once funding has been received for the following vendor list:

J Mann Construction - \$26,850.00

Townline General Construction - \$51,400.00

Thoma Development - \$12,690.31

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

### D. Tree City USA

E. Budget Call – budget packages have been distributed to department heads – meeting to be set-up and discuss, will be presented at Village Board Meeting for Board review and discussion in March 2023.

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

### A. Report from Livingston County Department of Health – Dog Control

**MOTION** was made by Trustee Wilcox at 8:57 PM to enter into Executive Session to discuss personnel concerns, seconded by Deputy Mayor Snyder. Carried 4-0.

**MOTION** was made by Trustee Wilcox at 9:41 PM to exit Executive Session, seconded by Deputy Mayor Snyder. Carried 4-0.

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**Adjournment**

The **motion** to adjourn was made by Trustee Davis at 9:53 PM.

Respectfully submitted,

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