

Draft Meeting Minutes for viewing purposes

September 8, 2020

The Regular Meeting of the Nunda Village Board of Trustees was held on September 8, 2020 at the Nunda Government Center Building, at 6:30 PM with the following present:

Mayor: Jack Morgan
Deputy Mayor: Darren Snyder
Trustees: Mel Allen
William McTarnaghan
Donald Wilcox

Water and Streets Superintendent: Troy Bennett

Waste Water Treatment Plant Chief Operator: Markus Hugi arrived at 6:45 PM

Planning Board Chairperson: Alex Pierce arrived at 7:16 PM

Administrator/Clerk-Treasurer: LeRoy Wood

Citizens: None

Mayor Morgan - called the meeting to order at 6:31 PM

Roll Call: All present

Pledge of Allegiance: Led by Mayor Morgan

Visitor's Forum: None

Approval of Minutes

A. August 11, 2020

MOTION was made by Trustee Wilcox to approve the minutes as presented, discussed, and reviewed, seconded by Trustee Allen. Carried 5-0.

Reports

A. Police

1. Nunda Police Department Monthly Report-August 2020
2. Stop-DWI and DWI Crackdown grant funding and close dialogue with Livingston County Sheriff's Department
3. Ford SUV requiring new tires-approved by Police Commissioners to move forward with replacing tires.
4. Overhead Door Co. replaced door opener at the Police Vehicle Building
5. Firearms range training coming up soon
6. Traffic watches continue
7. Copier/fax replacement
8. COVID-19 supplies in good standing. Police force using correct safety measures with face-to-face complaints

Draft Meeting Minutes for viewing purposes

9. Looking into finding a certificate of origin for police vehicle ready for sale or auction

10. Send police vehicle to auction

MOTION was made by Deputy Mayor Snyder to send police vehicle to auction with Police Chief Dale informing Board as to date and location of auction, seconded by Trustee Allen. Carried 5-0.

11. Personnel concerns – manning

Deputy Mayor Snyder asked Police Chief Dale to expound on Police Officer Pappas' confrontation with two motorcycle riders riding in excess of posted speed limits within the Village.

Police Chief Dale explained Officer Pappas' pursuit and restraint of these two motorcycle drivers. Local Sheriff's Department was notified as well as, Dansville Police Department as these motorcyclists were headed in that direction. Officer Pappas proceeded to knock on neighbors' doors as to where these motorcyclists came from. After much looking into, Nunda Police Department received a call for an unresponsive person. Officer Pappas arrived on scene (this was the original motorcyclist from several hours earlier) with an unresponsive individual and provided Narcan to this person to revive them. A suicide note was present. The person was revived and survived.

MOTION was made by Trustee Allen to increase Officer Pappas and Officer Allen pay \$1.00 as they have successfully completed their six-month probationary period, seconded by Trustee Wilcox. Carried 5-0.

12. Village Park surveillance system is working well.

Mayor Morgan thanked Deputy Mayor Snyder for working on getting this surveillance system up and running.

Trustee Allen stated two people wanted to thank the Nunda Police Department for their presence in Dalton.

Police Chief Dale stated they have been busy through their regular duties and traffic watches.

Trustee Allen asked about the most recent Local Law passed by the Village related to traffic violations within the Village limits.

13. Parking tickets were discussed.

Draft Meeting Minutes for viewing purposes

B. Code Enforcement/Zoning

1. Monthly Report-August 2020
2. Flag posted on West Street discussed
3. 20 West Street
4. Old car wash on State Street-fence and ceiling are in need of repairs-basic maintenance
5. 4 South Walnut Street discussed

C. Waste Water Treatment Plant

1. Departmental Activity Log will be emailed to Board Members September 9, 2020
2. Quote to replace sweeper arms on clarifier
3. Sampling for Fall land spreading
4. Nothing new on WWTP CIP Grant Project

D. Water/DPW

1. Departmental Activity Log-August 2020
2. Paving of Buffalo and Seward Streets completed
3. Brush and limb pick-up
4. Water is back on track from August 2020 – hydrant flushing had to be done two times to flush the system

Trustee Wilcox inquired about trees planted by the Village decades ago, now with wind damage. Discussion on who is responsible for these trees. The Village is responsible for trees 20 feet from center line of a street. Superintendent Bennett will inquire with resident.

E. Justice

1. Monthly Reports-August 2020
2. Justice Audit

Resolution no. 2020-035

BE IT RESOLVED that the Nunda Village Board of Trustees accept the 2019-2020 Justice Audit Report as presented by Justice Emily E. Stoufer., with the next Annual Village Court Audit to be held during the regular meeting of the Nunda Village Board of Trustees by September 2021. The motion was made by Trustee Allen, seconded by Trustee McTarnaghan. Carried 5-0.

F. Treasurer's Reports

1. Monthly Bank Statement Account-August 2020
2. Collateralization Report-August 2020
3. Monthly Treasurer's Reports-August 2020

Draft Meeting Minutes for viewing purposes

4. Payroll - #17 & 18-Certification Review
5. Departmental Activity Log-August 2020

Clerk-Treasurer Wood stated Treasurer's Report will be delivered via email once all bank statements have been received and processed.

G. ZBA/Planning Board

1. Chairperson Pierce stated a Joint Meeting of both Boards met to discuss the Town Highway Building
2. A public hearing was held to discuss this building with limited participation – how to increase awareness of meetings being held through Village Facebook placement, notices being posted.
3. An application for an additional storage building at the mini-storage facility was approved
4. Chairperson Pierce asked about when water is roily – after hydrants have been flushed, are business notified prior to action taking place. Superintendent Bennett stated he has informed Once Again Nut Butter of the process, however, has not contact other entities.

H. Youth Recreation

MOTION was made by Deputy Mayor Snyder to accept the departmental reports as given, seconded by Trustee Allen. Carried 5-0.

Approval of Invoices

A. Abstract No. 04

The Nunda Village Board of Trustees has reviewed and approved invoices for payment on Abstract no. 04 as follows:

GENERAL(A)	- \$ 49,678.72
WATER (F)	- \$ 14,513.39
SEWER (G)	- \$ 4,317.17
WWTP CIP (H)	- \$ 2,529.00
YOUTH (J)	- \$ <u>304.81</u>
TOTAL	- \$ 71,343.09

The **motion** was made by Trustee Allen, seconded by Trustee McTarnaghan. Carried 5-0.

New Business

A. CDBG Application Form applicant

Resolution No. 2020-036

Draft Meeting Minutes for viewing purposes

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. 831HR350-18, 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 Thomas Wood residing at 7 Price 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 \$26,330.00.

The **motion** was made by Trustee Wilcox, seconded by Trustee McTarnaghan. Carried 5-0.

B. CDBG Drawdown

Resolution No. 2020-037

CDBG No. 831HR350-18 Drawdown No.12

BE IT RESOLVED that the Nunda Village Board of Trustees approve the bills for payment on CDBG No. 831HR350-18 Drawdown No. 12 in the amount of \$ 54,811.07 once funding has been received for the following vendor list: Townline General Contractor – (Snyder) \$26,900.00 and (Kenney) \$ 11,500.00, Thoma Development Consultants – Program Delivery \$ 5,950.00 and Administrative Costs \$ 2,018.57, and Foodlink, Inc \$ 8,442.50.

The **motion** was made by Trustee Allen, seconded by Trustee McTarnaghan. Carried 5-0.

C. Return of Village Taxes to the County Treasurer

Resolution no. 2020-038

BE IT RESOLVED that the Nunda Village Board of Trustees approve sending all delinquent Village Taxes that remain unpaid on October 1, 2020 to the Livingston County Treasurer for re-levy.

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

D. Grant Application for Mural approval to move forward

Resolution no. 2020-039

BE IT RESOLVED that the Nunda Village Board of Trustees approve moving forward and submitting an application to continue the Mural Community Project through the Genesee Valley Council of the Arts.

The **motion** was made by Trustee McTarnaghan, seconded by Trustee Allen. Carried 5-0.

E. Appoint COVID-19 Overseer to review Mural/Art Projects and assign responsibilities

Resolution no. 2020-040

BE IT RESOLVED that the Nunda Village Board of Trustees approve appointing an Overseer to review all Mural/Art Projects and assign responsibilities and utilization of correct safety measures while working on all grant funded mural projects.

Draft Meeting Minutes for viewing purposes

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

F. Mower at Sewer Plant (budgeted \$ 10,000.00)

MOTION was made by Trustee Wilcox to purchase a Ferris ISX800 zero turn mower with 52” mower deck from Charles F. Oliver & Son LLC for the Sewer Plant for \$3,099.00 with turn-in of current equipment provided and through research measures this is the best available option for the municipality in this procurement process, seconded by Trustee McTarnaghan. Carried 5-0.

G. Budget Modifications

From	Contingency	A1990.4	\$ 4,726.92	
To	Village Justice/contractual	A1110.4		\$ 432.92
	Village Park/Equipment	A7110.2		\$ 2,294.00
	Village Park/Contractual	A7110.4		\$ 2,000.00
From	Clerk-Treasurer/Contractual	A1325.4	\$ 239.99	
To	Records MGMT/Contractual	A1460.4		\$ 239.99
From	Streets MGMT/Contingency	A5110.4	\$ 716.10	
To	Streets MGMT/Fuel	A5110.41		\$ 716.10
From	Contingency	G1990.4	\$ 2,146.80	
To	Sewer/Contractual	G8120.4		\$ 2,146.80

MOTION was made by Trustee Allen, upon the recommendations of the village clerk-treasurer, to approve the budget modifications as presented and discussed, seconded by Trustee McTarnaghan. Carried 5-0.

H. Copier for Clerk’s Office (budgeted \$ 3,400.00)

MOTION was made by Trustee Allen, upon recommendations of the clerk-treasurer, to move forward and purchase a copier for the clerk-treasurers office not to exceed \$3,400 as budgeted using proper procurement measures as stated in local Purchasing Policy, seconded by Trustee McTarnaghan. Carried 5-0.

I. Wire transfer to pay Debt \$ 13,434.38

MOTION was made by Deputy Mayor Snyder to allow Administrator/Clerk-Treasurer Wood to process a bank wire transfer in the amount of \$13,434.38 for payment of Village debt to Chase Manhattan Bank through the Depository Trust Company, seconded by Trustee Allen. Trustee Wilcox asked about this wire transfer and why it needs to be done. The clerk-treasurer stated through the quarterly billing process of water and sewer services to the community the village collects debt charges with now being the time a portion of the debt is due. Carried 5-0.

Draft Meeting Minutes for viewing purposes

J. Deputy-Clerk Status

Deputy Mayor Snyder inquired as to the status of hiring a new deputy clerk-treasurer. The clerk-treasurer stated there is two applicants with one who has submitted an application that would be suitable, however, availability of working has not been determined yet. The clerk-treasurer also stated due to unforeseen circumstance another applicant was not able to fulfill the requirements of the position at this time.

Deputy Mayor Snyder asked about sharing a deputy with the Town and the legality of this assignment. Mayor Morgan asked the clerk-treasurer to look into this concern.

K. Village Justice

Mayor Morgan stated the Village does not need to have a Justice, however, because we do, we should have an associate justice appointed to help when the current justice is unavailable.

L. Clarification on Lawson Property

Deputy Mayor Snyder inquired about the status of the Lawson Properties. The clerk-treasurer stated we are still awaiting word from NYSDEC. The last time NYSDEC was contacted we were informed we would be notified of when our contract was ready.

Deputy Mayor Snyder stated we do not even have a contract with Lawsons to purchase and it has been since April 2020.

Mayor Morgan asked the clerk-treasurer to see if we were to purchase the property using a bond method, would we still be able to collect the grant monies.

Concern was with the risk of losing this property. Mayor Morgan asked the Deputy Mayor to get the committee (includes Town Councilmembers) together to discuss further.

Old Business

A. Repurposing of CDBG Grant Funding

Mayor Morgan stated the success of the program and being able to feed the residents of the Village

Other Business

MOTION was made by Trustee Allen to enter into executive session at 8:07 PM, to discuss

Draft Meeting Minutes for viewing purposes

personnel matters and requested all present to leave the meeting other than Board members, seconded by Deputy Mayor Snyder. Carried 5-0.
