

September 11, 2023

The Regular Meeting of the Nunda Village Board of Trustees was held on September 11, 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

Water and Streets Superintendent: Troy Bennett

Planning Board Chairperson: Alex Pierce

Code/Zoning Officer: Luke Granger

Administrator/Clerk-Treasurer: LeRoy Wood

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

Roll Call: Trustee William Davis arrived at 7:41 PM

Pledge of Allegiance: Led by Mayor Morgan

Acknowledgment of Patriot's Day 9/11 – Mayor Morgan presented.

KCS Superintendent Powers – provided a detailed report to the Board as to the status of KCS and projects associated with the school.

Approval of Minutes

A. August 14, 2023

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

Approval of Invoices

A. Application #18 - STC Construction - GC WWTP CIP

Resolution No. 2023-055

BE IT RESOLVED that the Nunda Village Board of Trustees approves payment #18 to STC Construction – General Contractor in the amount of \$88,998.85 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 Wilcox. Carried 4-0.

B. Application #15 - M.W. Controls - Electrical Contractor WWTP CIP

Resolution No. 2023-056

BE IT RESOLVED that the Nunda Village Board of Trustees approves payment #15 to M.W. Controls – Electrical Contractor in the amount of \$10,773.00 for work performed at the Waste Water Treatment Plant's Capital Project, once funding becomes available.

DRAFT BOARD MEETING MINUTES

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

C. Abstract No. 004

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 004 as follows:

GENERAL	(A)	- \$ 74,219.75
WATER	(F)	- \$ 25,827.90
SEWER	(G)	- \$ 5,654.14
WWTP CIP	(H)	- \$101,811.85
YOUTH	(J)	- \$ <u>271.59</u>
TOTAL		- \$207,785.23

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

Reports

A. Police

1. Police Dept. Budget 2024

B. Code Enforcement/Zoning

C. Sewer

1. Deputy Mayor Snyder requested RG&E electric meter #2 be removed from the sewer plant as M.W. Controls has now installed transformer.

D. DPW/Water

E. Justice

1. Annual Justice Audit-must be completed/submitted to State by October 31, 2023

F. Treasurer's Report's

1. Monthly Bank Statement Account - August 2023
2. Collateralization Report - August 2023
3. Treasurer's Report - August 2023
4. Payroll – 16 & 17 - Certification Review

MOTION was made by Deputy Mayor Snyder after review and discussion to approve and Certify Payrolls #16 and #17, seconded by Trustee Davis. Carried 5-0.

G. ZBA/Planning Board-Zoning Law Updates

H. Youth Recreation

MOTION was made by Trustee Allen to accept all departmental reports as reviewed, presented, and discussed, seconded by Trustee Wilcox. Carried 5-0.

New Business

A. Return of Village Taxes to the County Treasurer

Resolution No. 2023-057

BE IT RESOLVED, that the Nunda Village Board of Trustees approve sending all delinquent Village Taxes that remain unpaid on October 1, 2023 to the Livingston County Treasurer for re-levy.

DRAFT BOARD MEETING MINUTES

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

B. Wire Transfer to pay Debt \$10,940.62

Resolution No. 2023-058

BE IT RESOLVED, that the Nunda Village Board of Trustees approve Administrator/Clerk-Treasurer Wood to process and pay down municipal debt, via a wire transfer, in the amount of \$10,940.62, due October 1, 2023 to Chase Manhattan Bank through the Depository Trust Company.

The **motion** to approve was made by Trustee Wilcox, seconded by Trustee Allen. Carried 5-0.

C. Mayoral Proclamation of Cooperation

PROCLAMATION OF COOPERATION

BETWEEN THE VILLAGES SITUATED WITHIN LIVINGSTON COUNTY

Resolution No. 2023-059

WHEREAS, Livingston County (hereafter “County”) is composed of seventeen Towns (hereafter, collectively, “Towns”) and nine Villages (hereafter, collectively, “Villages”); and

WHEREAS, the County, Towns, and Villages work cooperatively together to accomplish common goals and improve the local communities therein; and

WHEREAS, nonetheless, Villages face certain hurdles and must take certain considerations for their residents that differ from the wants and needs of the Towns and the County; and

WHEREAS, Villages benefit from open lines of communication to share information and knowledge with each other which leads to a cooperative, symbiotic relationship; and

WHEREAS, Villages desire to formally proclaim their intent to continue working cooperatively together for the betterment of each Village and its constituents, while continuing to work cooperatively with the Towns and the County.

NOW, THEREFORE, THE VILLAGES PROCLAIM AS FOLLOWS:

1. Information and knowledge will continue to be shared between the villages.
2. The Villages agree, when appropriate, to promote a unified voice at the Town, County, State, and Federal levels to benefit all Villages within Livingston County.

BE IT SO RESOLVED AND PROCLAIMED by Mayor Jack E. Morgan, September 11, 2023.

D. Budget Modifications

Resolution No. 2023-060

BE IT RESOLVED, that the Nunda Village Board of Trustees approve Administrator/Clerk-Treasurer Wood to post budget modifications as needed and develop the 2023-2024 Capital Projects (H-fund) budget.

DRAFT BOARD MEETING MINUTES

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

E. Shared Services Agreement with NYSDOT

Resolution No. 2023-061

BE IT RESOLVED, that the Nunda Village Board of Trustees approves entering into a Shared Services Agreement with New York State Department of Transportation for the exchange or lending of materials or equipment which shall promote and assist the maintenance of State and Municipal Roads and highways and provide a cost savings by maximizing the effective utilization of both parties' resources for a period of two years, beginning October 1, 2023 through September 30, 2025.

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

F. Complete Streets TAP

Mayor Morgan asked for one board member along with Superintendent Bennett to research funding, grants for safe access to schools and other measures for public safety opportunities.

Old Business

- A. Moratorium discussion
- B. 2nd Floor renovations at 1 Mill Street
- C. PT Deputy Clerk hiring process
- D. Mass Communication System – Sign – Telephone System
- E. Banners
- F. Land Mark Society-Stakeholders Meeting for National Registry

Other Business

- A. Preservation League of NYS Grant/Project status
- B. Food Pantry-Village Park

Superintendent Bennett discussed with the Board that several days a week food is removed from this pantry and scattered and destroyed in the village park and East Street making a dreadful mess throughout. Discussion on alternate locations of this pantry took place with no definitive decision made at this time.

MOTION was made by Deputy Mayor Snyder to enter Executive Session at 9:14 PM for the purpose of discussing personnel concerns, seconded by Trustee Allen. Carried 5-0.

Resolution No. 2023-062

BE IT RESOLVED, that the Nunda Village Board of Trustees approves altering the minimum qualifications on the Job Description for the Village of Nunda's Deputy Clerk-Treasurer position and *removing* the educational requirement for an applicant of having at least an Associate's Degree in Accounting, Business Administration, or related field.

The **motion** was made by Mayor Morgan, seconded by Trustee Allen. Carried 4-1 (Trustee Davis was a no vote).

DRAFT BOARD MEETING MINUTES

MOTION was made by Trustee Allen to exit Executive Session at 9:55 PM, seconded by Trustee Wilcox. Carried 5-0.

C. Water Bill relief

Resolution No. 2023-062

BE IT RESOLVED that the Nunda Village Board of Trustees approves a reduction of two percent (2%) on all water customers minimum use water charge during the next immediate billing cycle due to water concerns presented to the village board throughout the present quarter.

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

Communications/Information Items

A. Village Association Dinner, September 20, 2023-cancelled

Adjournment

The **motion** to adjourn was made by Trustee Allen at 10:00 PM.

Respectfully submitted,

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