

Board of Trustees Meeting Minutes

4/3/2017 6:45 PM

Public Hearing was called to order at 6:45pm by Mayor G. Pearl to discuss the proposed budget. There was no public comment.

RESOLUTION #2017-056-CLOSE PUBLIC HEARING

On motion made by Trustee K. Granger, second by Trustee R. Barton resolved to close the public hearing. Aye-all, Nay-none

The regular meeting of the Board of Trustees was called to order at 7:00 pm with a salute to the flag led by Mayor G. Pearl.

Present: Mayor: G. Pearl; Trustees: K. Granger, R. Barton, J. Cummins, M. Meyers

Also Present: Kimberly Roth-Clerk Treasurer, Dominic Papasergi-Chief of Police/DPW Superintendent, Aaron Tiller, Stephanie Guthrie

RESOLUTION #2017-057

On motion made by Trustee K. Granger, second by Trustee R. Barton resolved to accept the minutes of March 27, 2017. Aye-all, Nay-none.

RESOLUTION #2017-058

OPEN REORGANIZATION MEETING

On motion made by Trustee K. Granger, second by Trustee R. Barton resolved to open the Reorganization Meeting. Aye-all. Nay-none.

Elected Trustees Kelly Granger and Jerry Cummins took the Oath of Office and were sworn in.

The following items were read by Mayor Pearl:

1. Appointments
2. Official Newspaper
3. Dates/Times of regular board meetings
4. Designation of Depositories
5. Committees
6. Purchasing Policy
7. Investment Policy

8. Advance Approval of Claims
9. Mileage Allowance

RESOLUTION #2017-059

2017 ORGANIZATIONAL MEETING APPOINTMENTS, NEWSPAPER, DATES AND TIMES OF REGULAR MEETINGS, DESIGNATION OF DEPOSITORIES, COMMITTEES, PURCHASING POLICY, INVESTMENT POLICY, AVANCED APPROVAL OF CLAIMS, MILE ALLOWANCE AND CREDIT CARD POLICY REVIEW AND APPROVAL BY BOARD OF TRUSTEES

On motion made by Trustee M. Meyers, second by Trustee J. Cummins resolved that all Appointments, Official Newspaper, Dates and Times of Regular Meetings, Designation of Depositories, Committees, Purchasing Policy, Investment Policy, Advanced Approval of Claims, Mileage Allowance and Credit Card Policy read and/or submitted by Mayor Pearl at the 2017 Village of Allegany Board of Trustees Organizational Meeting have been reviewed and/or approved on 4/3/2017 by the Board of Trustees. Aye-all, Nay-none.

VILLAGE OF ALLEGANY

APPOINTMENTS 2017-2018

Deputy Mayor

Kelly Granger

Clerk Treasurer
Registrar of Vital Statistics

Kimberly Roth

Deputy Clerk, Court Clerk
Deputy Registrar of Vital Statistics

Athena Silluzio

Office Assistant (part time)

Christy Peace

Building Maintenance (part time)

Robert Tucker

Superintendent of Public Works

Dominic G. Papasergi

Working Supervisor

Frank Snyder

Police Chief

Dominic G. Papasergi

Patrolman-full time

Christopher McGraw

Sr. Patrolman-part time

Timothy Peterson

Patrolmen-part time

Frank Snyder

Daniel Gonska

Zachary Lippert

David Conner

Sean Obergfell

Jordan Abdo

Christopher Baker

Travis Radomski

Matthew Rado

Anthony Ellis

Tyler Lewis

Allyson Crosson

Jeremy Pula

Juvenile Officer

Christopher McGraw

Civil Defense Director

Dominic G. Papasergi

Emergency Command Coordinator

Dominic G. Papasergi

Attorney

Joseph Miller

Prosecuting Attorney

Amber Kerling

Code Enforcement Officer	John Helgager
Chief Water Operator	Tim Peterson
Crossing Guards	Frank Boni Ronald Williams Thomas Jones
Crossing Guard (Sub)	Jeffery Harvey Gillian Williams Randy Henderson
Official Newspaper	Times Herald, Olean
Village Board Meetings	1 st Monday of each month, 7:00 pm 3 rd Monday of each month, 7:00 pm Municipal Building subject to change
Official Depositories	Five Star Bank Community Bank MBIA Class

**VILLAGE OF ALLEGANY
COMMITTEES 2017-2018**

Streets	Robert Barton
Water	Melissa Meyers Robert Barton

Sewer	Jerry Cummins Robert Barton
Police	Kelly Granger
Code Enforcement	Gregory Pearl
Fire Department Liason	Gregory Pearl
Budget	Gregory Pearl
Sidewalks	Melissa Meyers
Trees	Jerry Cummins Sue Cooper-Forester Jay McIntosh-Arborist
Contracts	Kelly Granger
Clerk's Office	Kelly Granger
Zoning/Planning Boards	Melissa Meyers Kelly Granger
Village/Town/School Liaison	Jerry Cummins

Safety Committee

Kelly Granger

Personnel Committee

Kelly Granger

PURCHASING POLICIES AND PROCEDURES

THIS RESOLUTION SETS FORTH THE POLICIES AND PROCEDURES OF THE VILLAGE OF ALLEGANY TO MEET THE REQUIREMENTS OF GENERAL MUNICIPAL LAW, SECTION 104-b.

Purpose

Goods and services that are not required by law to be procured pursuant to competitive bidding must be procured in a manner as to assure the prudent and economical use of public moneys in the best interest of the taxpayers, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption. To further these objectives, the governing board is adopting an internal policy and procedures governing all procurements of goods and services which are not required to be made pursuant to the competitive bidding requirements of General Municipal Law, section 103 or of any other general, special, or local law.

Procedures for Determining Whether Procurements are Subject to Bidding

The procedures for determining whether a procurement of goods and services is subject to competitive bidding and documenting the basis for any determination that competitive bidding is not required by law is as follows:

- | | |
|-----------------|---|
| \$1-3,000 | At the discretion of the Board and/or Department Head. |
| \$3,001-10,000 | At the discretion of the Board and Department Head (may be verbal). |
| \$10,001-19,999 | Written quote from at least 2 separate vendors (if available). |
| \$20,000 and up | Sealed bids in conformance with Municipal Law, Section 103. |

Proper documentation is required when the quote is not awarded to the vendor giving the lowest price. Quotes will be awarded to the lowest responsible and responsive vendor.

Statutory Exceptions to Quotations/Proposals Requirements of This Policy and Procedures

Except for procurements made pursuant to General Municipal Law, section 103(3) (through certain county contracts), section 104 (through certain State and Federal contracts), State Finance Law, section 162, Correction Law, sections 184 and 186 (from “preferred sources,” including articles manufactured in correctional institutions), or the items excepted herein, alternative proposals or quotations for goods and services shall be secured by use of either written requests for proposals, written quotations, verbal quotations or any other method of procurement that furthers the purposes of the General Municipal Law, section 104-b.

As an alternative to soliciting competition individually or through cooperative purchasing arrangements, the village may “piggyback” on contracts that have been extended to local governments by certain other governments.

Procedures for Public Work Projects/Contracts

\$1-5,000	At the discretion of the Board and/or Department Head.
\$5,001-10,000	At the discretion of the Board and Department Head.
\$10,001-20,000	Documented telephone quotes from at least 3 separate vendors (if available)
\$20,001-34,999	Formal written Request for Proposal with a response from at least 2 vendors and if possible 3 vendors.
\$35,000 and up	Formal sealed bids in conformance with Municipal Law, Section 103.

In all circumstances, whenever other than the lowest quote is awarded, there must be written documentation of the reason for the award.

UNDER NO CIRCUMSTANCES CAN A QUOTE THAT EXCEEDS THE BID LIMIT BE AWARDED.

Professional Services

Professional services generally include services rendered by attorneys, engineers, and certain other services requiring specialized or technical skills, expertise or knowledge, the exercise of

professional judgment or a high degree of creativity. In addition, insurance coverage (e.g, health, fire, liability, and workers' compensation) is also not subject to competitive bidding requirements.

\$1-10,000	Annual charge will be at the discretion of the Department head and with the approval of the Board.
\$10,001-19,999	Prices will be obtained by formal written quotes from at least 2 sources and the award will be made at the discretion of the Department Head and with the approval of the Board.
\$20,000 and up	Prices will be obtained by Formal Request for Proposal, with the award of contract being made by the Board.

Awards to other than the lowest proposer must be properly documented with the rational/reason for the rejection of the lowest price.

Any and all procedures not specifically covered in this policy will be adhered to as covered in General Municipal Law, Section 104-b.

An emergency exists wherein the delay caused by soliciting quotes would endanger the health, Welfare, or property of the municipality, or more important the individual taxpayer, then the procurement of goods or services will be at the discretion of the property department head with documentation as to the nature of the emergency and shall be sent to the Governing Board, within five (5) working days of such procurement.

Input From Board

Comments have been solicited from the Board of Trustees of the Village of Allegany in the procurement process prior to the enactment of this policy and procedures, and will be solicited from time to time hereafter.

Annual Review

The Board of Trustees shall annually review and, when needed, update this policy and procedures.

The Mayor shall be responsible for conducting an annual evaluation of the effectiveness of the procurement policy and procedures and an evaluation of the control procedures established to ensure compliance with the procurement policy, and shall be responsible for reporting back to the board.

Unintentional Failure to Comply

The unintentional failure to comply fully with the provisions of General Municipal Law, section 104-b shall not be grounds to void action taken or give rise to a cause of action against the Village of Allegany or any officer or employee thereof.

Resolution

Adopted on 4/3/2017 by 5 to 0 vote of the Board of Trustees of the Village of Allegany.

INVESTMENT POLICY OF THE VILLAGE OF ALLEGANY

The objectives of the Investment Policy of the Village of Allegany is to minimize risk, to insure that investments mature when the cash is required to finance operations; and to insure a competitive rate of return. In accordance with this policy, the chief fiscal officer is hereby authorized to invest all funds including proceed of obligation in:

Certificates of Deposit issued in a bank or trust company authorized to do business in New

York State:

Savings accounts;

Obligations of New York State;

Obligations of the United State Government;

The following banks and municipal investors are designated by the Village of Allegany;

Five Star Bank, Allegany, New York

The Community Bank, N. A., Olean, New York

MBIA Municipal Investors Service Corporation

Collateral:

Certificate of Deposits shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of federal agencies, the principal and interest of which are guaranteed by the United States, or obligations of New York State local governments. Obligations shall be held by a third party.

Collateral shall not be required with respect to the direct purchase of obligations of New York State, obligations of the United States, and obligations of federal agencies the principal and interest of which are guaranteed by the United State Government.

The governing Village Board of the Village of Allegany shall review and approve the investment policy, at least annually, and if practicable, at its organizational meeting and the members shall review and amend, if necessary these investment policies

The provision of these investment guidelines shall take effect prospectively, and shall not invalidate the prior selection of any Custodial Bank or prior investment.

ADVANCE APPROVAL OF CLAIMS

WHEREAS the Board of Trustees of the Village of Allegany has determined to authorize payment in advance of audit claims for public utility services, postage, credit card accounts, freight and express charges, and

WHEREAS all such claims shall be presented at the next regular meeting for audit, and

WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees,

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees.

Section 2. That this resolution shall take effect immediately.

MILEAGE POLICY

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of Trustees shall approve reimbursement to such officers and employees at the rate of \$.575 per mile;

Section 2. That this resolution shall take effect immediately.

ESTABLISHING A CREDIT CARD POLICY FOR THE VILLAGE OF ALLEGANY

It is common practice for local governments to use credit cards for the convenience of making phone or internet purchases, paying for employee travel expenses or small purchases of goods and services for official business of the Village of Allegany. Credit cards used by local governments include general purpose credit cards, vendor-specific cards and fuel cards. General purpose cards are frequently issued under the name of the local government in the name of a specified local official; vendor-specific cards are commonly issued in the name of the local government and usually include a list of authorized users; fuel cards can be location-specific cards or travel cards that can be used at any of the designated vendor's service stations.

Therefore, it is essential that the Village of Allegany maintain adequate internal controls over government-issued credit cards and payments made for related expenses are properly authorized and appropriate.

Policy and Procedures

- The Village of Allegany authorizes the use of government-issued credit cards by its officials and employees for phone purchases, internet purchases, travel-related purposes and for small goods and services as deemed necessary and feasible.
- The actual and necessary expenses shall be incurred in accordance with and subject to all laws, rules, and regulations applicable to municipal charges incurred by Village of Allegany officials and employees.

- The Village Clerk and/or Deputy Clerk shall have sole custody of the credit card(s)*. They will be stored in a cabinet in the clerk's office and the cabinet locked when the office is closed. A credit card will be issued to an employee and recorded on a sign-out sheet (Exhibit A) by the clerk or deputy clerk as follows:
 - date of issuance
 - card issued
 - purpose for issuance
 - name of person card issued to
 - employee card issued to must initial sheet
- Upon return of the employee, (s)he must surrender the card and the receipt (if card is used) to the Clerk/Deputy Clerk who will record the card as returned and place it in the cabinet. The invoice will be kept for future credit card statement reconciliation.

*For credit cards used for the purchase of village fleet fuel, vehicle specific cards will be issued. They will be kept in the vehicle at all times and used when fueling vehicles. A pin number will be assigned to each employee (multiple pin numbers will be assigned when an employee is working both DPW and Police). In order to fuel a village vehicle, the vehicle specific card must be used, and personal pin number and accurate mileage on the vehicle must be entered at time of fueling. Use of another employee's pin number is prohibited and such action will not be tolerated.

- Proper documentation must be submitted in order to support and reconcile credit card statements each month. Itemized receipts shall be signed and departmentalized by the purchaser as a means of reconciling the monthly statement.
- The Clerk and/or Deputy Clerk will reconcile the monthly credit card statements and prepare the voucher for payment. The departmental supervisor will sign off if approved.
- Upon receipt of the voucher, the board of trustees will audit the claim to verify that costs are supported by proper documentation. The charges should be deemed valid and proper municipal expenditures. If approved, the board will sign off and return to the clerk for processing and payment.
- Government issued credit cards shall be used for government purchases/purposes only and will be prohibited for personal use. Alcoholic beverages and other entertainment-related costs do not represent a proper use of public funds; therefore such expenditures will not be permitted.
- Any illegal, questionable, or unauthorized expense or improper usage of the credit card shall require repayment by the party incurring the expense.

- In the event of a lost credit card, the village official or employee must immediately contact the village Clerk/Deputy Clerk who will notify the card service in order to eliminate any unauthorized use.
- Failure to comply with this policy will subject an employee to disciplinary action up to and including termination.

RESOLUTION 2017-060-CLOSE REORGANIZATION MEETING

On motion made by Trustee M. Meyers, second by Trustee J. Cummins resolved to close the reorganization meeting. Aye-all. Nay-none.

RESOLUTION 2017-061 – BUDGET APPROVAL FOR 2017-2018

On motion made by Trustee J. Cummins, second by Trustee M. Meyers resolved to approve the budget with no increase to taxes. Aye-all, Nay-none.

2018 PROPOSED BUDGET

	Budget 5/31/2018
Assessed Value	80,034,969
Taxable Value	69,162,082
Tax Rate per 1000=\$	8.215079
Rate % +/-	0.000000
Rate \$ +/-	0.000000

REVENUE

A1001.000	Real Property Tax	568,172.00
A1090.000	Int/Penalty-Prop Tax	6,500.00
A1120.000	County Sales Tax	220,000.00
A1130.000	Utilities Tax	18,000.00
A1170.000	Franchises	8,000.00
A1190.000	Int/Penalty-non prop tax	150.00
A1230.000	Treasurer Fees	50.00
A1255.000	Clerk Fees	500.00
A1289.000	Other Govt Income	1,300.00
A1560.000	Safety Inspection	4,000.00
A1589.000	Public Safety Income	

A1603.000	Reg of Vital Stats	50.00
A2089.000	Oth Gen Govt Dept Income	
A2110.000	Zoning Fees	2,754.00
A2130.000	Refuse/Garbage charges	50,000.00
A2189.000	Sidewalks	1,700.00
A2260.000	Police Services	12,000.00
A2401.000	Interest Earnings	200.00
A2530.000	Games of Chance	30.00
A2555.000	Building Permits	1,500.00
A2610.000	Fines/Forfeitures	42,000.00
A2665.000	Sales of Equipment	
A2680.000	Insurance Recovery	
A2770.000	Miscellaneous Revenues	500.00
A3001.000	State Aid per Capita	12,774.00
A3005.000	Mortgage Tax	9,000.00
A3089.000	Other Govt Aid	
A3501.000	Consolidated Highway Aid	41,138.00
A3820.000	Youth Programs	

TOTAL REVENUE 1,000,318.00

EXPENSES

A1010.100	Bd of Trustees-Personnel	11,700.00
A1010.400	Bd of Trustees-Contractual	1,000.00
A1110.100	Justice-Personnel	23,000.00
A1110.400	Justice-Contractual	4,000.00
A1110.426	Justice-Office Sup	500.00
A1110.460	Justice-Postage	600.00
A1210.100	Mayor-Personnel	6,100.00
A1210.400	Mayor-Contractual	400.00
A1325.100	ClerkTreas-Personnel	18,300.00
A1325.200	ClerkTreas-Equipment	1,500.00
A1325.400	ClerkTreas-Contractual	5,000.00
A1325.426	ClerkTreas-Office	2,000.00
A1325.430	ClerkTreas-Phone	1,600.00
A1325.460	ClerkTreas-Postage	3,000.00
A1325.480	ClerkTreas-Advertising	600.00
A1325.490	Clerk Treas-Contracts	22,000.00

A1364.000	Exp on Prop acq for Taxes	
A1410.100	DepClerk-Personnel	24,000.00
A1420.100	Law/Attorney-Personnel	
A1420.400	Law/Attorney-Contractual	7,400.00
A1450.400	Elections-Contractual	500.00
A1620.100	Bldg-Personnel	7,200.00
A1620.200	Bldg-Equipment	2,500.00
A1620.400	Bldg-Contractual	3,000.00
A1620.410	Bldg-Electric	6,000.00
A1620.420	Bldg-Heat	2,000.00
A1620.427	Bldg-Maint/Supplies	2,000.00
A1910.400	Unallocated Insurance	52,000.00
A1920.400	Municipal Association Dues	1,900.00
A1930.400	Judgements & Claims	
A1950.000	Taxes & Assessments on Property	

sub-total **209,800.00**

A1420.400	Law/Attorney-Contractual	
A3120.100	Police-Personnel	186,500.00
A3120.200	Police-Equipment	8,000.00
A3120.400	Police-Contractual	8,000.00
A3120.411	Police-Motor Vehicle R&M	5,000.00
A3120.412	Gas & Oil	14,000.00
A3120.415	Radio Repair	1,500.00
A3120.423	Uniforms	3,000.00
A3120.424	Uniform Cleaning	1,000.00
A3120.425	Ammo	1,500.00
A3120.426	Police-Office Supplies	500.00
A3120.428	Educational Supplies	0.00
A3120.430	Telephone	2,000.00
A3120.490	Police Contracts	1,200.00
A9950.900	Reserves	0.00

sub-total **232,200.00**

A3620.100	Bldg/Zoning-Personnel	12,000.00
A3620.400	Bldg/Zoning-Contractual	2,000.00

sub-total **14,000.00**

A1420.400	Law/Attorney-Contractual	
A5010.100	Streets-Admin Service	22,030.00
A5020.000	Engineer	
A5110.100	Streets-Personnel	79,500.00
A5110.200	Sts-Equipment	7,000.00
A5110.400	Sts-Contractual	16,000.00
A5110.411	Sts-Motor Veh R&M	10,350.00
A5110.412	Sts-Gas & Oil	6,000.00
A5110.414	Sts-Maintenance	70,000.00
A5110.419	Equipment Rental	1,000.00
A5110.420	Curbing	
A5132.400	Building Maint	1,500.00
A5132.410	Garage Bldg-Electric	1,000.00
A5132.420	Garage Bldg-Heat	2,000.00
A5142.100	Snow Removal-Personnel	12,500.00
A5142.400	Snow-Contractual	6,000.00
A5182.410	Street Light-Contractual	30,000.00
A5410.000	Sidewalks	2,500.00
A7110.100	Parks-Personnel	1,000.00
A7550.400	Celebrations-Contractual	10,000.00
A8140.100	Storm Sewers-Personnel	5,000.00
A8140.400	Storm Sewers-Contractual	5,000.00
A8160.400	Refuse Collection-Contractual	50,000.00
A8170.100	Street Clean-Personnel	18,000.00
A8510.000	Community Beautification	5,000.00
A8560.400	Trees Contractual	3,000.00
sub-total		364,380.00

A8010.400	Zoning Contractual	200.00
A8010.100	ZBA Services	325.00
A8020.100	Planning Board Services	325.00
A8025.400	Planning Board Contractual	300.00

sub-total **1,150.00**

A9010.800	State Retirement	29,900.00
A9015.800	Fire & Police Retirement	40,500.00
A9030.800	Social Security	24,700.00
A9035.800	Medicare	5,850.00
A9040.800	Workers Comp	27,850.00
A9055.800	Disability Ins	
A9060.800	Health Insurance	64,550.00
A9050.800	Unemployment Insurance	2,000.00

sub-total **195,350.00**

A9901.900	Transfer to Library	36,850.00
A9901.910	Transfer to Debt	0.00
A9950.900	Transfer-Capital Project	7,500.00

sub-total **44,350.00**

Total General Expenses **1,061,230.00**

Fund Balance 60,912.00

Net General **0.00**

WATER FUND

Revenue

F2140.000	Metered Water Sales	93,000.00
F2142.000	Unmetered Water Sales	200.00
F2148.000	Int/Penalty-Water	1,200.00
F2378.000	Town Districts	160,000.00
F2401.000	Interest Earnings	600.00
F2665.000	Sale of Equipment	
F2770.000	Misc Revenues	3,000.00

Total Revenue **258,000.00**

Expenses

F1440.400	Engineers-Contractual	2,000.00
F8310.100	Admin-Personnel	49,010.00
F8310.200	Admin-Equipment	500.00
F8310.400	Contractual	15,500.00
F8310.420	Heat (Gas)	4,000.00
F8310.430	Phone	1,400.00
F8320.100	Water Supply-Personnel	61,820.00
F8320.400	Source of Supply-Contractual	0.00
F8320.410	Source-Electric	45,000.00
F8320.420	Source-Phone	500.00
F8340.200	Trans & Dist-Equip	29,500.00
F8340.400	Trans & Dist-Contractual	26,500.00
F8340.421	Flouride	18,000.00
F8340.422	Water Testing	7,500.00
F8340.427	Maint & Supplies	4,000.00
F9010.800	State Retirement	14,500.00
F9030.800	Social Security	7,350.00
F9035.800	Medicare	1,720.00
F9040.800	Workers Comp	4,700.00
F9055.800	Disability	0.00
F9060.800	Hospitalization	34,500.00
F9950.900	Transfer-Capital Fund, B&E	

Total Expenses		328,000.00
Fund Balance		70,000.00
Net Water		0.00

SEWER FUND**Revenue**

G2120.000	Sewer Rents	244,000.00
G2128.000	Int/Penalty-Sewer	3,000.00
G2374.000	Town	145,000.00
G2401.000	Interest Earnings	600.00
G2665.000	Sale of Equipment	0.00
G2680.000	Insurance Recoveries	0.00
G2770.000	Miscellaneous revenues	0.00

Total Revenue		392,600.00
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Expenses

G1440.000	Engineer	2,500.00
G1420.400	Law/Attorney Contractual	0.00
G8110.100	Admin Personnel	48,500.00
G8110.200	Admin Equip Exp	1,500.00
G8110.400	Contractual	13,000.00
G8120.100	Sanitary Sewer-Personnel	12,500.00
G8120.200	Sanitary Sewer Equip	5,000.00
G8120.400	Sanitary Sewer Contractual	4,000.00
G8120.410	Sanitary Sewer-Electric	13,000.00
G8120.420	Sanitary Sewer-Heat	1,500.00
G8120.430	Sanitary Sewer-Phone	1,000.00
G8130.100	Sewage Treatment-Personnel	25,000.00
G8130.200	Sewage Treatment-Equipment	14,000.00
G8130.400	Sewage Treatment-Disp Contract	1,500.00
G8130.410	Sewer Processing-Olean	225,000.00
G8130.421	Bacteria	3,000.00
G8130.427	Maint & Supplies	3,000.00
G9010.800	State Retirement	9,800.00
G9030.800	Social Security	4,300.00
G9035.800	Medicare	1,300.00
G9040.800	Workers Comp	2,200.00
G9055.800	Disability	
G9060.800	Hospitalization	25,000.00
G9901.900	Transfer to Other Funds	0.00

Total Expenses		416,600.00
Fund Balance		24,000.00
Net Sewer		0.00

Library**Revenue**

L2360.000	Town Revenue	36,850.00
L2370.000	Library System Aid	1,200.00
L2401.000	Interest & Earnings	10.00
L2670.000	Book Sale	3125.00
L2680.000	Insurance Recovery	

L2705.000	Gift/Donations	300.00
L2716.000	Memorials	
L2760.000	Grants	250.00
L2770.000	Fines/Fees/Copies	520.00
L5031.000	Transfer from other	36,850.00
L2710.000	Investment	6,650.00

Total Revenue 85,755.00

Expenses

L7410.100	Personnel	54,107.00
L7410.200	Equipment	2,000.00
L7410.400	Contractual	6,770.00
L7410.410	Electric	2,500.00
L7410.420	Gas (Heat)	2,500.00
L7410.430	Phone/Internet	340.00
L7410.440	Library Books	10,800.00
L9010.800	NYS Retirement	8,075.00
L9030.800	Social Security	3,200.00
L9035.800	Medicare	750.00
L9040.800	Workers Comp	404.00
L9055.800	Disability	166.00
	Insurance-Bldg	558.00

Total Expenses 92,170.00

Fund Balance 6,415.00

Net Library 0.00

Total Revenue 1,736,673.00

Total Expenses 1,898,000.00

Fund Balance 161,327.00

Net 0.00

****some revenues/expenses have not been recorded**

RESOLUTION #2017-062-DESIGNATION OF LEAD AGENCY STATUS FOR THE FIELD OF DREAMS ASSISTED LIVING FACILITY PROJECT

On motion made by Trustee R. Barton, second by Trustee K. Granger resolved to approve the following:

Whereas, an Assisted Living Facility known as the Field of Dreams has been proposed on property to be annexed into the Village of Allegany; and

Whereas, The Village of Allegany has informed other involved agencies of its intention to act as Lead Agency for the SEQRA Review for said project: and

Whereas, The Village of Allegany received no objections from other involved agencies. Now, therefore, be it

Resolved, that the Village of Allegany will act as the lead agency in the SEQRA review of the action for the proposed Field of Dreams Assisted Living Facility Project. Aye-all, Nay-none.

RESOLUTION #2017-063-CLASSIFYING THE PROPOSED FIELD OF DREAMS ASSISTED LIVING FACILITY PROJECT AS A TYPE 1 ACTION, DETERMINING THE SIGNIFICANCE OF SUCH ACTION, AND DIRECTING THAT THE NEGATIVE DECLARATION BE PUBLISHED IN ACCORDANCE WITH SEQRA

Whereas, the Village of Allegany has designated itself as lead agency for purposes of the State Environmental Quality Review (SEQRA) for above referenced project, and

Whereas, the Village of Allegany has considered and reviewed the project, now therefore be it,

Resolved, the Village of Allegany, as the lead agency for purposes of this project, determines that the project is a Type 1 Action for the purposes of SEQRA and be it further

Resolved, that based upon Part 1 of the Full Environmental Assessment Form completed and submitted by the project sponsor and Parts 2 and 3 of the Full Environmental Assessment Form completed by Clark Patterson Lee, the Village of Allegany determines that the action will have no significant impact on the environment and, therefore, directs that a negative declaration be prepared, and be it further

Resolved, that as a consequence of such finding, the Village of Allegany hereby directs that the negative declaration be distributed and published in accordance with the requirements of SEQRA.

RESOLUTION #2017-064-EXTEND THE TERM OF ALLEGANY PUBLIC LIBRARY TRUSTEE

On motion made by Trustee K. Granger, second by Trustee M. Meyers resolved to approve the term extension for Charlene Sendlakowski as Allegany Public Library Trustee from April 1, 2017 until March 31, 2022. Aye-all, Nay-none.

The Village of Allegany Department of Public Works was issued a Water Fluoridation Quality Award from the U.S. Centers for Disease Control and Prevention for the year 2015. This award recognizes public water systems that were able to maintain a consistent, optimal level of fluoride in the water supply throughout the 2015 calendar year. The Village Board of Trustees would like to thank the DPW Department for all of their hard work.

RESOLUTION 2017-065-CONTINUE INSURANCE WITH GUGINO AGENCY FOR 2017-2018

On motion made by Trustee J. Cummins, second by Trustee K. Granger resolved to continue insurance coverage with Gugino Agency for the 2017-2018 budget year due to the current litigation that is taking place. Aye-all, Nay-none.

Mayor G. Pearl made the suggestion to zone Tanglewood of Allegany LLC as an R3 (General Residence District) and ask for any suggestions. Trustee M. Meyers stated that she thought that it was going to be zoned as an R1 (Single Family Residential District) and that zoning it as an R3 would give more options for what could be developed there. Mayor G. Pearl stated that the only difference is that a two-family dwelling is permitted in an R3 zone and not in an R1 zone. Every other use would have to go through the process of a special use permit. Trustee J. Cummins stated that zoning the property as an R3 would also increase our tax revenue as well as provide more flexibility.

Mayor G. Pearl suggested The Village of Allegany acknowledge the Tanglewood of Allegany LLC Plat Property Plan recorded with Cattaraugus County. Trustee M. Meyers had several issues with the suggestion. Trustee M. Meyers stated that she feels that there should be a public hearing regarding the subdivision. She also stated that she received information from the Cattaraugus County Health Department and that the permit issued to Tanglewood of Allegany LLC has expired and that they should have to go through the process again. Mayor G. Pearl stated that he has issues with this being an issue since the reason why his permit ran out is because the previous Village of Allegany Board of Trustees had been going back and forth with changes for this property for 4 years. Trustee K. Granger stated that she believes the issue that Trustee M. Meyers has is personal and not in the best interest of the Village.

DPW Superintendent D. Papasergi stated that another quote for work to lift station 2 should be here this week. DPW Superintendent D. Papasergi stated that the meter pits are in and that the Town of Allegany also has put a meter pit in at St. Bonaventure.

Trustee M. Meyers asked if additional meters were going to have to be put in on 7th Street when we extend the utilities. DPW Superintendent D. Papasergi stated that no additional meters were needed because the line will be village lines.

Trustee J. Cummins addressed the board and asked about signs for the Village of Allegany. He stated that when entering the Village there are no signs and that it would be a nice addition if there were.

Clerk Treasurer K. Roth wanted approval to go out for bid for the labor portion of the utility extension for 7th street.

RESOLUTION 2017-066-TANGLEWOOD OF ALLEGANY LLC ZONING

On motion made by Trustee K. Granger, second by Trustee J. Cummins resolved to approve the zoning of the Tanglewood of Allegany LLC property as R3(General Residence District). Aye-Trustee K. Granger, Trustee R. Barton, Trustee J. Cummins, Abstain-Trustee M. Meyers.

RESOLUTION 2017-067-ACCEPT THE PLAT PROPERTY AS GRANTED BY CATTARAUGUS COUNTY FOR TANGLEWOOD OF ALLEGANY LLC

On motion made by Trustee J. Cummins, second by Trustee K. Granger resolved to approve and accept the plat property of Tanglewood of Allegany LLC as recorded with Cattaraugus County. The approval is contingent on getting a time extension on the certificate of approval of realty subdivision plans from New York State Department of Health. The manhole that the sewer will be connected to is on 7th Street. Aye-Trustee K. Granger, Trustee R. Barton, Trustee J. Cummins, Abstain-Trustee M. Meyers.

The Village of Allegany Board of Trustees would like to make it known that Tanglewood of Allegany LLC is owned by the following individuals:

John Northrup, Ann Northrup, Lori Bennett-Kolasa and Aaron Tiller

RESOLUTION 2017-068-APPROVAL TO BUY/REFURBISH VILLAGE OF ALLEGANY SIGN

On motion made by Trustee K. Granger, second by Trustee M. Meyers resolved to approve the purchase of one new sign and to refurbish the current Allegany sign. Aye-all, Nay-none.

RESOLUTION 2017-069-BID FOR LABOR FOR THE UTILITY EXTENSION ON SEVENTH STREET

On motion made by Trustee J. Cummins, second by Trustee K. Granger resolved to approve the bid process for labor for the water/sewer extension on Seventh Street. Aye-all, Nay-none.

RESOLUTION 2017-070-ENTER INTO EXECUTIVE SESSION

On motion made by Trustee J. Cummins, second by Trustee K. Granger to enter into executive session regarding water usage.

RESOLUTION 2017-071-CLOSE EXECUTIVE SESSION

On motion made by Trustee J. Cummins, second by Trustee K. Granger resolved to close executive session. Aye-all, Nay-none.

RESOLUTION 2017-072– APPROVAL TO ADJOURN MEETING

On motion made by Trustee J. Cummins, second by Trustee R. Barton resolved to adjourn the meeting at 7:51pm. Aye-all, Nay-none.

Respectfully submitted.

Kimberly Roth/Clerk Treasurer