

Board of Trustees Meeting Minutes

3/6/2014 4:00 pm

- A quorum of Board of Trustee members met in the board room at 3:55 PM to sign vouchers.

The regular meeting of the Board of Trustees was called to order at 4:08 pm with a salute to the flag led by Mayor Richard Lamberson

Present: Mayor Lamberson, Trustees: John Davis, Alex Nazemetz, and Jerry Cummins

Also Present: Rena Flynn, Clerk Treasurer, Janine Fodor, Attorney

Absent: Dominic Papasergi , Police Chief and DPW Supt.

RESOLUTION #2014-031

ACCEPT MINUTES OF FEBRUARY 18, 2014

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to accept the minutes of February 18, 2014. Aye-all. Nay-none.

TREASURERS REPORT

As of March 3, 2014

	CHECKING	SAVINGS	CD	
GENERAL	\$1,740.00	\$593,773.00	\$301,061.00	
WATER	\$529.00	\$337,054.00	\$ 50,202.00	
SEWER	\$69.00	\$527,712.00	\$ 50,202.00	
LIBRARY	\$10,006.00			
T&A	\$17,661.00			
WATER BOND		\$6,310.00		
TOTALS	\$30,005.00	\$1,464,849.00	\$401,465.00	
	RESERVES	RESERVES	RESERVES	TOTAL
	GENERAL	WATER	SEWER	
EQUIPMENT	\$175,071.00	\$	\$ 14,394.00	\$235,505.00
POLICE UNIFORMS	\$5,456.00	46,040.00		\$5,456.00
		\$		
NEW BUILDING & BLDG REPAIR	\$38,376.00	39,797.00	\$ 23,106.00	\$101,279.00
POLICE EQUIPMENT	\$33,318.00			\$33,318.00
CURBING & STORM SEWER	\$39,408.00			\$39,408.00
		\$		
WELL HOUSE PUMP/ROUTINE MAINT		11,024.00		\$11,024.00
WELL & WATER TANK BLDGS/TANK		\$		\$10,399.00

MAINT	10,399.00		
	\$		
METER PITS	14,174.00		\$14,174.00
LIFT STATION, PITS, PUMP MAINT		\$ 14,055.00	\$14,055.00
	\$		
ENGINEERS	10,038.00	\$ 3,507.00	\$13,545.00
	\$		
	\$291,629.00	131,472.00	\$ 55,062.00
			\$478,163.00

RECEIPTS:		DISBURSEMENTS: from 6/1/13 to present	
AIM State Aid			
Building/Sign/Pool permit		GENERAL	\$ 486,271.00
Bid Deposit/Award		WATER	\$ 131,164.00
Backflow testing		SEWER	\$ 274,876.00
Clerk fees	2.00	LIBRARY	\$ 24,398.00
CHIPS		TOTAL	\$ 916,709.00
Code Violation fees			
Court Security	228.00		
Court Fines/fees	5,520.00		
Calibration-Pressure Bldg			
Donation			
DWI funds			
Equipment sales			
Franchise Fees	6,485.00		
Fire Inspections			
Gaming License			
Grants	10,867.00		
Inspections-c/o	80.00		
Insurance refund			
Lawn mowing			
Municipal Aid			
Mortgage Tax			
Police Contract	9,180.00		
Police Fees			
Pop machine			
Property Taxes			
Property Taxes-Penalty			
Refuse Collection	150.00		
Rent-WCB	110.00		
Reimbursements	1,213.00		
Sales Tax	55,596.00		
Scrap metal			
Sewer Payment-Town			
Sidewalks	76.00		
Utility Tax	538.00		
Unmetered Water			
Vending permit			

Vital Stats	10.00
Water-Qtr Town	
Water meter	
Zoning fees	
ZBA/PB Hearing fees	

Total	90,055.00
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RESOLUTION #2014-032

ACCEPT TREASURERS REPORT AND PAY CURRENT BILLS

On motion made by Trustee Davis, second by Trustee Cummins resolved to pay the current bills. Bills paid by abstract #64972166 for \$555.98, #64972167 for \$6,653.53, and #64972168 for \$20238.11. Aye-all. Nay-none.

DPW REPORT FOR THE MONTH OF FEBRUARY 2014

- Sanded and plowed snow from streets and lots and plowed snow from sidewalks as needed.
- Lance did Code as needed – see Code Enforcement Blotter.
- Did water, sanitary sewer and storm sewer locates as needed.
- Cleaned off tops of Storm Sewer Catch Basins as needed.
- Still in the process of comparing chlorine and fluoride readings from new analyzers to manual chlorine fluoride readings.
- Finished building locked storage area in back shop so that tools and other items can be more properly secured.
- Replaced several bottoms of meters throughout village that had frozen up during cold spells that have been occurring.
- Request to shut water off due to a water line break inside 50 Harriet Street. Water service shutoff was located inside building. Attempted to shut water off with no success - dug up access to shutoff still could not get water shut off. Dug out by roadway and installed a new water service shut off. Owner to remove shut off inside building and reconnect to waterline.
- Assisted Cattaraugus, Cuba, Olean, Franklinville and Wellsville – Thaw machine used to unthaw water service lines at various customers in their areas.
- Unthawed a frozen water service line on two occasions at 102 West Main Street – assisted by Olean City.
- Repaired a water service shutoff at 170 North Second Street.
- Started doing back flow annual testing in the Town.
- Hauled sand and mixed sand and salt to continue road surface treatment during the winter months.
- Dug up water service line at Water Well House Number Two – replaced the valve stem casing.

- Put cold patch in potholes throughout village.
- Took down Christmas decorations on Main Street light poles and in front of Santa House.
- Took down Christmas decorations that were on Municipal Building and around Santa House.
- Met with Richard Gray from Roy Teitsworth Inc. to get appraisals on DPW Vehicles and Equipment.
- Worked on 2014 – 2015 Fiscal Budgets.

VILLAGE OF ALLEGANY POLICE DEPARTMENT
CHIEF'S MONTHLY REPORT

MONTH OF:	<u>February</u>	<u>2014</u>
Complaint Calls		<u>25</u>
Miscellaneous Calls		<u>83</u>
Larceny Complaints		<u>2</u>
Attempted Larceny Complaints		<u>1</u>
Burglary Complaints		<u>0</u>
Attempted Burglary Complaints		<u>0</u>
Vehicle & Traffic Tickets Issued		<u>12</u>
D.W.I. Arrests		<u>1</u>
Felony Arrests		<u>0</u>
Misdemeanor Arrests		<u>7</u>
Violation Arrests		<u>0</u>
Local Law Arrests		<u>0</u>
Accidents Investigated	P.I.	<u>0</u>
	P.D.	<u>4</u>
Parking Tickets Issued		<u>50</u>
Town Calls		<u>9</u>

Other (Identify): _____

DPW

- Board does not want to lend equipment out to any municipalities who we do not have a Mutual Aid or Shared Service agreement with.

- Concerned with Wellsville for one municipality, Cattaraugus for another. We had assisted them with our thawing machine for frozen pipes. Lamberson suggested we help the municipalities nearby.
- Cummins wondered if our employees go with the equipment, Flynn commented that yes someone goes to show them the operating procedure.
- There is concern with OT hours.
- Fodor recommended that we give out Shared Service Agreement with equipment, therefore the equipment is protected.
- Lamberson would like numbers from the recent high water for sewer #1.
- Papasergi to contact Pete Rehler on water line loop easement.
- Complete Streets-Cornell University Cooperative Extension-board would like to reconsider the bike racks and instead consider handicap sidewalk replacement.
- Cummins asked about the inconsistencies in readings with the SCADA system, should engineers look at the sensors. Fodor asked if there were problems with the equipment, did we get apples to oranges bids.
- Cummins asked for Koester's phone number in order to ask them about fluoride/chlorine monitors.
- Board asked Jobe to copy State of NYDOT-Update to Small Urban Boundaries changed map and put in their boxes.
- Lamberson suggested using the fund balances towards the purchase of dump truck (s) rather than deplete equipment funds.
- Need to replace the sidewalk plow within 3 years.
- What information does Papasergi have on the trucks, i.e. prices from auction business? Should we go out to bid, we don't have to accept bid.

FUEL PURCHASES

- Lamberson asked if Flynn received any fuel report samples from the County, she has not.
- We do not need to go to bid with the county or state proposal.
- Papasergi has received information from the state on their bid; it looks very attractive and accommodating.
- Nazemetz would like to go with the state bid if no diesel is kept on the village premises.
- Diesel needs are for backhoe, sweeper and sidewalk plow.
- Fodor asked if the bid was valid for this timeframe, Flynn commented that it wouldn't be available on the state OGS if it wasn't an open bid.

FROZEN WATER LINES

- Village has helped with some problematic water line freezes this winter.
- Lamberson said the property owner should be responsible for the water line/meter freeze if they leave for the season, turn the heat down and the pipes freeze. Fodor said it is common negligence.
- Cummins asked who can tell the fault, is it village or property owners fault? Some of the lines have been frozen out to the road.
- Lamberson says it is a continuing problem, whose responsibility is it to protect the lines.
- Educate the public in newsletter, website on what to do to winterize.

POLICE

- Police cars-it takes 10 weeks from order date to get a new car in.
- Lamberson wants to take the Tahoe off the road completely by the summer.
- Lamberson wants to order the police car first~\$35,000.00.

OTHER

- Flynn to contact State Comptroller to obtain information of board pay increases in the midst of a term.
- Cummins asked about the 3 nights lodging for CEO Jobe, could he travel to Buffalo on the morning that the event begins?
- Cummins asked about the purchase from Peterson Landscaping-Flynn informed him that it was for plow parts and it is Dennis Peterson Landscaping. Davis confirmed that he does have a business with plow parts.
- Library time sheets-library employees to put full name on the backup sheet and have a supervisor sign the sheet.
- Lamberson asked if the Municipal Building light job was completed; Flynn said the man was back on at least 2 other occasions to complete the work, believe there are still two flag pole lights to be installed. Will check with Jobe.
- In order to change the pay date for weekly employees, Cummins said you need to notify them 45 days prior to change per the Labor Law.
- Flynn has responded to a NYSERS retirement inquiry for Papasergi.
- Papasergi has submitted his 90 day log to NYS Retirement. Fodor said we should use that for budget purposes.
- Flynn hopes to have someone come in to review the computer/server system and the proposals received. Two proposals received are far apart in pricing.

PROSECUTING ATTORNEY

- Fodor would like 3 copies of the applications for the prosecuting attorney position-feels she, Lance Brennan and Lance Jobe should review applications.
- Fodor said misdemeanors cannot be done without DA approval.
- Lamberson asked about police department involvement in the prosecutor position, Fodor said it is not necessary.
- Should the PA be contracted or employed through payroll; Fodor to check into.
- Flynn reminded the board that the corrective action plan for the audit is due to the State Comptroller by the end of April.
- The Human Resource session held for employees today was very informative, a lot of interaction by the attendees.

The following correspondence was read and put on file:

1. Time Warner Cable-expiring agreements (2)
2. National Benefit Life Insurance Co-assumed by Wesco Insurance Co. (disability insurance)

RESOLUTION #2014-033

RETAIN CURRENT DISABILITY INSURANCE WITH WESCO INSURANCE CO WHO ASSUMED PLAN FROM NATIONAL BENEFIT LIFE INSURANCE CO.

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to retain the current disability insurance policy (under same terms) with WESCO Insurance Co., who assumed the plan from National Benefit Life Insurance Co. Aye-all. Nay-none.

RESOLUTION #2014-034

APPROVE RESIDENCY REQUIREMENT POLICY

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve residency requirement policy as follows:

Resident Requirement Policy

It is the policy of the Village of Allegany that all employees of the Village should be residents of the Village at the time of his or her employment and throughout the duration of his or her employment. This policy is designed to encourage employees to maintain a commitment and involvement with the Village community and with the government that employs them.

All persons hired by the Village shall be required to reside in the Village at the time of hire or to relocate to the Village within six months of hire.

The Board of Trustees of the Village may by resolution waive the residency requirement if the most qualified applicant for a position is not a village resident. The waiver shall apply only to the particular individual hired not to the position.

This policy is to apply to all full time employees hired after March 15, 2014.

This policy shall not apply to part time employees.

Aye-all. Nay-none.

RESOLUTION #2014-035

APPROVE AMENDMENT DATED MARCH 14, 2014 TO THE NEW YORK COOPERATIVE LIQUID ASSETS SECURITIES SYSTEM MUNICIPAL COOPERATION AGREEMENT (NYCLASS)

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve the amendment to the Municipal Cooperation Agreement with NYCLASS as amended March 14, 2014. Aye-all. Nay-none.

RESOLUTION #2014-036

ENTER EXECUTIVE SESSION TO DISCUSS PERSONNEL AND UNION CONTRACTS

On motion made by Trustee Cummins, second by Trustee Davis resolved to enter executive session to discuss personnel and union contracts. Aye-all. Nay-none.

RESOLUTION #2014-037

CLOSE EXECUTIVE SESSION

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to close executive session at 7:10 pm. Aye-all. Nay-none.

RESOLUTION #2014-038

ADJOURN MEETING

On motion made by Trustee Cummins, second by Trustee Davis resolved to adjourn the meeting at 7:11 pm. Aye-all. Nay-none.

Respectfully submitted, Rena Flynn