

Board of Trustees Meeting Minutes

12/2/2013 4:30 PM

- Board of Trustee members met in board room at 4:10 to sign vouchers and read correspondence.

The regular meeting of the Board of Trustees was called to order at 4:30 pm with a salute to the flag led by Deputy Mayor Bob Parker

Present: Trustees: John Davis, Alex Nazemetz, Jerry Cummins, and Bob Parker

Absent: Mayor Richard Lamberson.

Also Present: Dominic Papasergi, Police Chief and DPW Supt., Rena Flynn, Clerk Treasurer, and Janine Fodor, Attorney

Attending: Tracy Jobe

RESOLUTION #2013-196

AMEND MINUTES OF NOVEMBER 18, 2013

On motion made by Trustee Nazemetz, second by Trustee Cummins resolved to amend the minutes of November 11, 2013 by adding the following:

Fodor reemphasized that Papasergi prepare a 90 day assessment for his hours to submit to retirement, not doing so could affect his future benefits.

Aye-all. Nay-none.

TREASURERS REPORT

As of November 26,
2013

	CHECKING	SAVINGS	CD
GENERAL	\$2,371.00	\$854,057.00	\$300,606.00
WATER	\$462.00	\$400,431.00	\$ 50,202.00
SEWER	\$1,086.00	\$511,540.00	\$ 50,202.00
LIBRARY	\$35,550.00		
T&A	\$18,418.00		
WATER BOND		\$6,309.00	
TOTALS	\$57,887.00	\$1,772,337.00	\$401,010.00

	RESERVES GENERAL	RESERVES WATER	RESERVES SEWER	TOTAL
EQUIPMENT	\$175,035.00	46,026.00	14,390.00	\$235,451.00
POLICE UNIFORMS	\$5,455.00			\$5,455.00
NEW BUILDING & BLDG REPAIR	\$38,368.00	39,786.00	23,099.00	\$101,253.00
POLICE EQUIPMENT	\$33,311.00			\$33,311.00
CURBING & STORM SEWER	\$39,400.00			\$39,400.00
WELL HOUSE PUMP/ROUTINE MAINT		\$11,021.00		\$11,021.00
WELL & WATER TANK BLDGS/TANK MAINT		\$10,396.00		\$10,396.00
METER PITS		\$14,170.00		\$14,170.00
LIFT STATION, PITS, PUMP MAINT			\$14,050.00	\$14,050.00
ENGINEERS		\$10,035.00	3,506.00	\$13,541.00
	\$291,569.00	131,434.00	55,045.00	\$478,048.00

RECEIPTS:		DISBURSEMENTS: from 6/1/13 to present	
AIM State Aid			\$
Building/Sign/Pool permit	218.00	GENERAL	262,488.00
Bid Deposit/Award		WATER	78,457.00
Backflow testing		SEWER	253,607.00
Clerk fees	3.00	LIBRARY	9,941.00
CHIPS		TOTAL	604,493.00
Code Violation fees			
Court Security	702.00		
Court Fines/fees			
Calibration-Pressure Bldg			
Donation			
DWI funds			
Equipment sales			
Franchise Fees			
Fire Inspections			
Gaming License			
Grants			
Inspections-c/o			
Insurance refund			
Lawn mowing			

Municipal Aid	
Mortgage Tax	
Police Contract	
Police Fees	
Pop machine	
Property Taxes	
Property Taxes-Penalty	
Refuse Collection	
Rent-WCB	
Reimbursements	
Sales Tax	53,824.00
Scrap metal	
Sewer Payment-Town	
Sidewalks	
Utility Tax	3.00
Unmetered Water	
Vending permit	
Vital Stats	
Water-Qtr Town	41,858.00
Water meter	
Zoning fees	
ZBA/PB Hearing fees	
Total	96,608.00

RESOLUTION #2013-197

ACCEPT TREASURER’S REPORT AND PAY CURRENT BILLS

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to accept the Treasurer’s Report and pay the current bills. Bills paid by abstract #64972150 for \$100.00 and #64972151 for \$112,419.65. Aye-all. Nay-none.

DPW REPORT FOR THE MONTH OF NOVEMBER 2013

- Picked up weeds, leaves, tree limbs and other yard waste that was put out to curbs by village residents. Last day of pickup was Nov 18th.
- 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.
- Finished cleaning out and reorganizing back shop area to make room for all equipment to get inside over the winter months.
- Finished replacing water service line at 11 Chestnut Street.

- Replaced four fire hydrants and valves in the areas of Sherwood, Williams and Clarence – assisted by the Town of Allegany.
- Finished work on regal chlorine heads and pumps and fluoride pumps in all water well houses.
- Still in the process of comparing chlorine and fluoride readings from new analyzers to manual chlorine fluoride readings.
- Took down flags from Main Street light poles.
- Put up Christmas decorations on Main Street light poles in preparation for Christmas in Allegany Event.
- Put up Banners and Bows on East Main Street.
- Put up Christmas decorations on Municipal Building in preparation for Christmas in Allegany Event.
- Assisted with getting Santa House and area around same ready to be used for the annual Christmas in Allegany Event.
- Lance Jobe and Tim Peterson attended water certification training in Cattaraugus NY.
- Started attempting to seal up areas around the front and back shop building where an excessive amount of heat loss is occurring due to old age of buildings.
- Built a stand to support and store plow blades and plow blade parts.

VILLAGE OF ALLEGANY POLICE DEPARTMENT

CHIEF'S MONTHLY REPORT

MONTH OF:	November	2013
Complaint Calls		46
Miscellaneous Calls		96
Larceny Complaints		0
Attempted Larceny Complaints		0
Burglary Complaints		0
Attempted Burglary Complaints		0
Vehicle & Traffic Tickets Issued		19
D.W.I. Arrests		0
Felony Arrests		0
Misdemeanor Arrests		2
Violation Arrests		5
Local Law Arrests		2
Accidents Investigated	P.I.	0
	P.D.	0
Parking Tickets Issued		41
Town Calls		19

Other

(Identify):

Wednesday November 6, 2013 - Conducted a Police Meeting at Municipal

Building

Sunday November 24, 2013 - A 19 year old male Saint Bonaventure University Student was found deceased on E Union Street in a field located in the area behind Peterson Landscaping. Subject was reported missing to the Cattaraugus County Sheriff's Dept. earlier in morning and was discovered by Allegany Fire personnel in the early afternoon.

Sunday November 24 and Monday November 25, 2013 - Our department worked traffic control on Rt 417 in front of the Casey Halwig & Hartle Funeral Home for persons paying respect to Trooper Ross M. Riley who died in the line of duty on November 20, 2013.

Tuesday November 24, 2013 - Members of our department attended the Funeral for Trooper Ross M. Riley at Saint Bonaventure University.

Two JCC Students did a shadow ride along with an officer of our department.

DPW

- Parker asked about the status of the shop repairs, Papasergi said they are in the process of trying to insulate it. The thermostat is installed and turned down. Bathroom and emergency lighting has not been started yet.
- Parker questioned the shut offs for trucks, a power switch to turn the battery on and off, Papasergi to get prices for trucks.
- Cummins asked about the dump truck boxes rusting out, Papasergi advised he had a plan to address boxes and trucks and was waiting until the auditor returns to make recommendations for addressing them.
- Papasergi advised board members that there is no major evidence of infiltration problems at sewer station #1.

TIME SHEETS/TIME CLOCK

- Papasergi reported that writing on time sheets would need to be renegotiated with the union per employee's Union Steward. The contract states that a time clock may be punched; writing in/out on time sheets is not addressed in the contract and a union official advised employees to not write on their time sheets as requested.
- Board members requested that Snyder attend the next board meeting to point out the signing in/out issue in the contract.
- Fodor says contract says it has the right to keep employees out 3 hours.
- Papasergi said that is not the issue, it is signing in/out on the time sheet.
- Fodor said Papasergi can ask DPW to do 3 hours work on the weekend.
- Papasergi stated his concern for demanding them to work the full 3 hours, they may refuse it.
- Cummins said to document it if they refuse.
- Parker wants them to start working the full 3 hours on weekends.

- Papasergi again asked that if the staff refused to come out for overtime what direction the board would advise if overtime was rejected by employees.
- Board stated that Jobe and D. Papasergi would have to cover.
- Papasergi questioned board if it was fair for Jobe to work every weekend.
- He then asked the board if it was a good idea to pursue making staff stay out all 3 hours when we have not required them to do so in the past. Papasergi felt that it would not look good for village to start enforcing the full 3 hour work time immediately after receiving a letter from the union concerning negotiations. Due to the installation of the SCADA and plan of eliminating the overtime of water/sewer checks on weekends asked the board if they were sure they wanted to pursue enforcement.
- Papasergi feels that the mayor, a board member and DPW staff try to work out a compromise.
- Cummins suggested we go with past practices, been doing the same thing for the past 6 years.
- Fodor feels that starting now, for every single call out they should stay 2 ½-3 hours.
- Papasergi said he was never specifically told by the board to keep DPW out for the full 3 hours over the past 6+ years. He said it was discussed at various times in the past but assured there was no record of board requiring him to enforce same. Fodor disagreed with him and remembers telling him to keep them out. Nazemetz couldn't recall a time when he was told to keep employees out, Parker couldn't remember either way.
- Nazemetz said going forward it could be an expectation.
- Papasergi said he advised the employees about various board complaints (garbage downtown and other maintenance issues).
- Nazemetz suggested they ride around the streets to check out things while they're out.
- Cummins asked about a duty list, Papasergi said the scheduled weekend/holiday hours are for water/sewer checks per contract.
- Nazemetz thinks we should hold for now and agreed that it should be addressed at the upcoming contract negotiations, Cummins agreed. Board tabled requiring staying for the complete 3 hours for now.
- Papasergi says both sides have legitimate concerns and highly recommended that both sides sit down and express their feelings. He felt both could compromise to achieve a result they would be happy with.
- Parker asked about the progress of hydrants for this year, Papasergi said they are done.
- Parker said the sidewalks are unwalkable on 3rd/4th/5th due to the recent snowfall and method of plowing. The sidewalk plow clears, then the street plow fills them back up again.

- Parker asked what Tony was doing different at intersections, at the corner of Pine and 2nd, the curbs are damaged. D Papasergi will ask DPW to be more careful at intersections, but did remind the board that the curbing in many areas of the village is breaking down due to age.
- No news from Rehler yet on the right of way for the water loop.
- Trucks are not quite ready to go to bid yet. Papasergi advised that they were extremely busy and this was not at the top of his priority list, due to getting the building sealed up in attempt to conserve heat in the shop buildings.
- SCADA-are currently comparing analyzer and manual reads with Chris Crawford, Cattaraugus County Health Dept. in order to begin a 12-14 day health dept. requirement of fully implementing use of SCADA for obtaining FL/CH readings. Chris Crawford will be helping, the process is moving forward.

POLICE

- Nazemetz asked about waivers for JCC students riding along with the police department, Papasergi will check into further, but was pretty sure they are still covered under the school liability.
- Hours in the PD need to be watched. Papasergi said he has cut back on weekend hours, from 6 to 5 and 5 to 4 officers.
- Rado is on the schedule for December, awaiting final orders.

POLICE CONTRACT

- Fodor has a draft of the Police Patrol Services and handed it to the board and Papasergi for their review.
- Two contracts were determined to be needed, one for Emergency Services and the other for police patrol.
- Cummins asked if the village officers have jurisdiction in other areas.
- Papasergi said that with a contract they would.
- Fodor said an officer has jurisdiction anywhere in the state, even without a contract.

OTHER

- Cummins will work with Flynn and Papasergi on a policy for the time clocks.
- Fodor will supply to Flynn the letter sent to Buckley of the NYS and Local Retirement System on Papasergi's retirement reporting. Fodor reemphasized that Papasergi prepare a 90 day assessment for his hours to submit to retirement, not doing so could affect his future benefits.
- Papasergi has been in contact with NYS Retirement about what he has to do hour wise, it is difficult to track the time, almost impossible, but he is trying to work on it.

- Davis contacted Tim Bush of BOCES on reviewing our system needs and he is unable to commit his time to it. There are 2 other persons Flynn will attempt to contact.
- Fodor will prepare a memorandum of understanding for the board on Papasergi and his full time job status.

The following correspondence was reviewed and put on file:

1. Time Warner Cable-expiring agreements
2. NYSLRS-receipt of correspondence

RESOLUTION #2013-198

APPROVE SHAWLEY ANNUAL MAINTENANCE AGREEMENT FOR HP PRINTER FOR \$95

On motion made by Trustee Davis, second by Trustee Nazemetz resolved to approve the Shawley annual maintenance agreement for the HP printer for \$95.00. Aye-All. Nay-none.

RESOLUTION #2013-199

APPROVE SHAWLEY ANNUAL MAINTENANCE AGREEMENT FOR FAX MACHINE FOR \$92.50

On motion made by Trustee Davis, second by Trustee Nazemetz resolved to approve the Shawley annual maintenance agreement for the fax machine for \$92.50. Aye-All. Nay-none.

RESOLUTION #2013-200

APPROVE FYE 2013 COURT AUDITS FOR BRENNAN AND PORTER AND SEND TO NYS OFFICE OF COURT ADMINISTRATION

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to approve the 2013 Court Audits for Lance Brennan and David Porter and send to the NYS Office of Court Administration. Aye-All. Nay-none.

RESOLUTION #2013-201

ADJOURN MEETING

On motion made by Trustee Cummins, second by Trustee Davis resolved to adjourn the meeting at 5:53 pm. Aye-all. Nay-none.

Respectfully submitted,

Rena Flynn, Clerk Treasurer