

Board of Trustees Meeting Minutes

2/3/2014 4:30 PM

- A quorum of Board of Trustee members met in the board room at 4:10 PM to sign vouchers.

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

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

Also Present: Dominic Papasergi , Police Chief and DPW Supt. (4:45), Rena Flynn, Clerk Treasurer, Janine Fodor, Attorney (4:40-5:30)

Attending: Lance and Tracy Jobe

RESOLUTION #2014-022

ACCEPT MINUTES OF JANUARY 20, 2014

On motion made by Trustee Nazemetz, second by Trustee Cummins resolved to accept the minutes of January 20, 2014. Aye-all. Nay-none.

TREASURERS REPORT

As of January 29, 2014

	CHECKING	SAVINGS	CD	
GENERAL	-\$2,208.00	\$670,207.00	\$301,061.00	
WATER	\$5,577.00	\$357,016.00	\$ 50,202.00	
SEWER	\$21,980.00	\$504,157.00	\$ 50,202.00	
LIBRARY	\$16,029.00			
T&A	\$17,059.00			
WATER BOND		\$6,310.00		
TOTALS	\$58,437.00	\$1,537,690.00	\$401,465.00	
	RESERVES	RESERVES	RESERVES	TOTAL
	GENERAL	WATER	SEWER	
EQUIPMENT	\$175,059.00	\$	\$ 14,393.00	\$235,487.00
POLICE UNIFORMS	\$5,456.00	46,035.00		\$5,456.00
		\$		
NEW BUILDING & BLDG REPAIR	\$38,374.00	39,794.00	\$ 23,104.00	\$101,272.00
POLICE EQUIPMENT	\$33,316.00			\$33,316.00
CURBING & STORM SEWER	\$39,406.00			\$39,406.00
		\$		
WELL HOUSE PUMP/ROUTINE MAINT		11,023.00		\$11,023.00
WELL & WATER TANK BLDGS/TANK		\$		\$10,399.00

MAINT	10,399.00		
	\$		
METER PITS	14,173.00		\$14,173.00
LIFT STATION, PITS, PUMP MAINT		\$ 14,053.00	\$14,053.00
	\$		
ENGINEERS	10,037.00	\$ 3,506.00	\$13,543.00
	\$		
	\$291,611.00	\$ 131,461.00	\$ 55,056.00
			\$478,128.00

RECEIPTS:		DISBURSEMENTS: from 6/1/13 to present	
AIM State Aid		GENERAL	\$ 451,253.00
Building/Sign/Pool permit		WATER	\$ 113,808.00
Bid Deposit/Award		SEWER	\$ 268,442.00
Backflow testing		LIBRARY	\$ 22,209.00
Clerk fees	1.00	TOTAL	\$ 855,712.00
CHIPS			
Code Violation fees			
Court Security			
Court Fines/fees	63.00		
Calibration-Pressure Bldg			
Donation			
DWI funds			
Equipment sales			
Franchise Fees			
Fire Inspections			
Gaming License			
Grants			
Inspections-c/o	40.00		
Insurance refund			
Lawn mowing			
Municipal Aid			
Mortgage Tax			
Police Contract			
Police Fees			
Pop machine	41.00		
Property Taxes			
Property Taxes-Penalty			
Refuse Collection			
Rent-WCB	110.00		
Reimbursements			
Sales Tax			
Scrap metal			
Sewer Payment-Town			
Sidewalks			
Utility Tax	393.00		
Unmetered Water			
Vending permit			

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

Total **648.00**

RESOLUTION #2014-023

ACCEPT TREASURER’S REPORT AND PAY CURRENT BILLS

On motion made by Trustee Cummins, second by Trustee Davis resolved to accept the Treasurer’s Report and pay the current bills. Bills paid by abstract #64972160 for \$429.11 and #64972161 for \$10,685.25. Aye-all. Nay-none.

OAK ST PARKING

- Lynn Johnson was in attendance to discuss the parking patterns and traffic patterns on Oak St.
- There is a problem with traffic and parking on Oak St. Emergency vehicles are unable to pass through and residents are unable to safely get out of their driveways.
- “No Parking This Side” signs will be posted in the near future as weather allows.
- Parking will be enforced to one side only per LL1-2013.

VILLAGE OF ALLEGANY POLICE DEPARTMENT
CHIEF'S MONTHLY REPORT

MONTH OF:	<u>January</u>	<u>2014</u>
Complaint Calls		<u>40</u>
Miscellaneous Calls		<u>92</u>
Larceny Complaints		<u>0</u>
Attempted Larceny Complaints		<u>0</u>
Burglary Complaints		<u>0</u>
Attempted Burglary Complaints		<u>0</u>
Vehicle & Traffic Tickets Issued		<u>2</u>
D.W.I. Arrests		<u>0</u>
Felony Arrests		<u>0</u>

Misdemeanor Arrests		<u>2</u>
Violation Arrests		<u>5</u>
Local Law Arrests		<u>5</u>
Accidents Investigated	P.I.	<u>0</u>
	P.D.	<u>3</u>
Parking Tickets Issued		<u>32</u>
Town Calls		<u>11</u>

Other

(Identify): **Sunday January 19, 2014** - Sgt. McGraw and Ptlm. Gonska while on Routine Patrol noticed a large structure fire at 1821 Franklin St. Officers notified 911 to contact Fire Department, attempted to gain access to inside of residence to check for occupants and were driven back by heat and smoke. Fire Department recovered one deceased male from fire.

Monday January 20, 2014 - Sgt. McGraw and Ptlm. Gonska went to ECMC for autopsy on victim of fatal fire that occurred on Franklin Street early Sunday morning.

DPW REPORT FOR THE MONTH OF JANUARY 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.
- Lance attended Code School in Buffalo NY.
- 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.
- Water Well House No 1 was put back in service.
- Finished picking up Christmas Trees that were put out to curbs by village residents.
- Continued sealing up areas around the front and back shop buildings where an excessive amount of heat loss is occurring due to old age of buildings.
- Heater located in one side of Water Well House No. 2 quit working and as a result water lines, eye washing unit and chlorine pump inside building froze up. A new heater was installed by Stayer and DPW Staff replaced the water lines and chlorine pump. Will order new eye wash unit. Well is back in service.
- Heat thermostat quit working in the Water Pressure Building no frozen lines – thermostat was replaced on heater.
- In the process of adding a locked storage area in back shop so that tools and other items can be more properly secured.
- Replaced old tool box that had damaged doors and sliders that no longer worked. Also started replacing other bins and slider doors that store various assortments of nuts, bolts, electrical fuses, cotter pins etc... as they were over twenty years old and some could hardly be opened. Tool box will be locked and other bins will be placed in new lock up room.

- Replaced several bottoms of meters throughout village that had frozen up during cold spells that have been occurring.
- New grates were ordered for floor drains in back shop. Estimate given was \$300.00 less than quoted due to quote not including grates that were load banded to strengthen for heavy trucks. Total for grates ordered was \$2,250.00.

There was no correspondence for this meeting.

FUEL DISCUSSION

- Village needs to go out to bid for gasoline purchases.
- Board received a contract from Cattaraugus County for the use of the county's fuel depot.
- Cummins asked about the monthly reports that the county would provide, Lamberson will get a copy of a bill with the information.
- Flynn mentioned that 7-Eleven provided monthly reports that include all the information that the auditor approved.

DPW

- Root cutter has been purchased so the lines on Union Street can be cleaned out. Camera from City of Olean will be needed to look at lines.
- Lindsay Ball from Cornell Cooperative Complete Streets program sent a policy for the board to review. There is also text on Walkable Streets of Allegany for the board to review for website inclusion. Board is looking at changing from purchasing bike racks to repairing sidewalks on Union and at other low areas.
- Papasergi said membranes for chlorine testing were changed, known fluoride solutions were ordered for calibrating purposes, and points were set. Hopefully next week a practice run will take place to observe any glitches and the 12 day testing can be completed.
- Lamberson reported that the NYSDOT Update to Small Urban Boundaries has extended past the school (on Five Mile) and to the city line. He said board approved boundaries and the information was sent to Town Supervisor Hare. Lamberson will check with Hare on what further information he will need to proceed.
- Bids to go out on 2001 Silverado and 1989 Bucket Truck. Fodor suggests that the bid specifies that the seller makes "no representation of functionality" of the vehicles. Sell vehicles "as is".
- Steel grating for back shop was quoted with the metal not banded. The additional charge is \$300.00 more than the initial quote. Papasergi will go ahead with the order.

- Papasergi said Main Street light bulbs can be purchased through the distributor only. Quote received is \$14,093 for 47 lights and will make a big difference in seeing at night.
- CHIPS money can be rolled over into next year since no qualifying street projects were completed last year. Hill areas need to be resurfaced.
- Lamberson wants to start on the water loop right away. Papasergi to try and contact Pete Rehler on the right of way.
- Lamberson and Cummins mentioned couches outside in the village and would like them addressed. Lamberson received a complaint from a resident.
- There is a sign up at Ben Weitsman of Allegany concerning covering waste loads. Davis feels the scrap waste on the road (he's had 2 flat tires) is coming from inside the yard, not falling from trucks going into the facility.

DPW BUILDINGS

- Lamberson would like Davis to look at the DPW buildings. Papasergi invited Davis to contact him whenever he wants to look at the buildings.
- Davis asked if it is feasible/complicated to jack up the back shop building. Papasergi said the bases of some beams have rusted out.
- Jobe said footer could be built around building.
- Papasergi said building needed to be raised in order to raise the door height to get some equipment in and out.
- Jobe said structure is sound.
- Davis suggested insulation.
- Papasergi said ceiling is leaking and needs to be sealed; building is not in good shape.
- Jobe said sweeper only fits into the front building and through certain doors in the back shop.
- Lamberson suggested a trench around the back.

OTHER

- Fodor suggests it is acceptable that the village adopts a policy for residency requirements as opposed to writing a local law. Flynn mentioned the Home Rule Legislation information provided by NYS Assemblyman Giglio for local legislation requirements. Fodor will provide policy.
- Information was received from NYS Retirement on reporting Papasergi's past DPW earnings. Flynn will provide available information.
- A representative from Protocol80 was here to look at our server and computer needs. They will provide a project estimate.

- Job descriptions are being reviewed by the board. All positions were due and comments made by 1/27/2014 with the exception of code enforcement, due by 3/15/14.
- NYCLASS Amendment of Municipal Cooperation Agreement to be reviewed by Fodor. Need amended agreement and resolution by 3/14/14 to remain in the program.
- Board gave approval to complete a CAP (corrective action plan) for the audit report. This is due within 90 days. Legal notice to be placed in newspaper within 10 days of receipt of final audit and audit report will be available in the office for public view. CAP will be available for public view upon completion.
- A human resource professional will be here in the near future to present a program for the staff and offer one-on-one interaction. Flynn will check work schedules in order to arrange the date. Town may be interested in participating.

PROSECUTING ATTORNEY

- Fodor prepared an ad for Prosecuting Attorney. The ad includes vehicle and traffic and code enforcement, not violations.
- Papasergi questioned why not violations.
- Fodor said it is up to the DA to delegate any authority to a prosecutor.
- Flynn reported that Judge Brennan would like to have the attorney prosecute violations also.
- Papasergi said this would help the village retain the revenue as opposed to the money going to the state.
- Flynn to place ad in paper.

TIME CLOCKS

- Time clocks were discussed, a policy has been drafted by the committee, and it needs to be reviewed again.
- Cummins suggested 3 clocks, one in municipal building, one at the shop and one for the library.
- Lamberson said the library has a sign in sheet for day and time, Cummins to talk with Parker regarding same.
- Salaried employees, elected and appointed board members, and crossing guards will be exempt.

POLICE

- Papasergi will look into creating a monthly form for Town police calls. Town would need more detail than village monthly forms provide, if we go to a simpler form.

- Lamberson would like to purchase 2 police vehicles. Papasergi said the bids were just released and the bid out date is 3/14/14. Lamberson said we would need an SUV because of the town contract.

RESOLUTION #2014-024

APPROVE VILLAGE/TOWN SHARED POLICE PATROL SERVICES CONTRACT

On motion made by Trustee Davis, second by Trustee Nazemetz resolved to approve the Village/Town Shared Police Patrol Services Contract for the period 1/1/14-6/30/14 at \$30 per hour. Aye-all. Nay-none.

RESOLUTION #2014-025

ADJOURN MEETING

On motion made by Trustee Cummins, second by Trustee Davis resolved to adjourn the meeting at 5:54 pm. Aye-all. Nay-none.

Respectfully submitted,

Rena Flynn

Clerk Treasurer