

Board of Trustees Meeting Minutes

11/04/2013 4:30 PM

- Board of Trustee members met in board room at 4:00 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 Mayor Richard Lamberson.

Present: Mayor Lamberson (left at 6:03), Trustees: John Davis, Alex Nazemetz, Bob Parker, and Jerry Cummins

Also Present: Dominic Papasergi, Police Chief and DPW Supt., Rena Flynn, Clerk Treasurer, Lance Jobe, Code Enforcement Officer, and Janine Fodor, Attorney

RESOLUTION #2013-169

ACCEPT MINUTES OF OCTOBER 21, 2013

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to accept the minutes of October 21, 2013. Aye-all. Nay-none.

TREASURERS REPORT

As of October 31, 2013

	CHECKING	SAVINGS	CD	
GENERAL	\$1,196.00	\$847,973.00	\$300,606.00	
WATER	\$2,415.00	\$381,386.00	\$ 50,202.00	
SEWER	\$7,635.00	\$499,479.00	\$ 50,202.00	
LIBRARY	\$39,716.00			
T&A	\$17,955.00			
WATER BOND		\$6,309.00		
TOTALS	\$68,917.00	\$1,735,147.00	\$401,010.00	
	RESERVES GENERAL	RESERVES WATER	RESERVES SEWER	TOTAL
EQUIPMENT	\$175,022.00	\$ 46,022.00	\$ 14,388.00	\$235,432.00
POLICE UNIFORMS	\$5,455.00	\$		\$5,455.00
NEW BUILDING & BLDG REPAIR	\$38,366.00	\$ 39,782.00	\$ 23,096.00	\$101,244.00
POLICE EQUIPMENT	\$33,309.00			\$33,309.00
CURBING & STORM SEWER	\$39,397.00			\$39,397.00
WELL HOUSE PUMP/ROUTINE MAINT		\$		\$11,019.00

	11,019.00		
WELL & WATER TANK BLDGS/TANK MAINT	\$ 10,395.00		\$10,395.00
	\$ 14,169.00		\$14,169.00
METER PITS		\$ 14,049.00	\$14,049.00
LIFT STATION, PITS, PUMP MAINT			
	\$ 10,034.00	\$ 3,505.00	\$13,539.00
ENGINEERS	\$		
	\$291,549.00	131,421.00	\$ 55,038.00
			\$478,008.00

RECEIPTS:

AIM State Aid	
Building/Sign/Pool permit	
Bid Deposit/Award	
Backflow testing	
Clerk fees	129.00
CHIPS	
Code Violation fees	
Court Security	
Court Fines/fees	
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	
Property Taxes	6,812.00
Property Taxes-Penalty	545.00
Refuse Collection	
Rent-WCB	
Reimbursements	
Sales Tax	
Scrap metal	
Sewer Payment-Town	
Sidewalks	
Utility Tax	38.00

DISBURSEMENTS: from 6/1/13 to present

GENERAL	\$ 226,011.00
WATER	\$ 57,907.00
SEWER	\$ 251,385.00
LIBRARY	\$ 8,187.00
TOTAL	\$ 543,490.00

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

Total **7,564.00**

RESOLUTION #2013-170

ACCEPT TREASURER'S REPORT AND PAY CURRENT BILLS

On motion made by Trustee Davis, second by Trustee Parker resolved to accept the Treasurer's Report and pay the current bills. Bills paid by abstract #64972145 for \$3,566.45 and #64972146 for \$18,410.46. Aye-all. Nay-none.

VILLAGE OF ALLEGANY POLICE DEPARTMENT
CHIEF'S MONTHLY REPORT

MONTH OF:	October	2013
Complaint Calls		39
Miscellaneous Calls		93
Larceny Complaints		3
Attempted Larceny Complaints		0
Burglary Complaints		0
Attempted Burglary Complaints		0
Vehicle & Traffic Tickets Issued		5
D.W.I. Arrests		0
Felony Arrests		0
Misdemeanor Arrests		6
Violation Arrests		6
Local Law Arrests		10
Accidents Investigated	P.I.	0
	P.D.	0

Parking Tickets Issued	39
Town Calls	6

Other

(Identify): **Tuesday October 15, 2013** - Sgt McGraw attended a Intoximilator Operator Refresher Course at Olean PD.

Wednesday October 16, 2013 - Our Department assisted Hamburg PD and the FBI with the execution of a Federal Search Warrant at a residence on South Seventh Street. One male was taken into custody - suspect in a murder that occurred earlier in year in Hamburg NY.

Thursday October 31, 2013 - Extra Patrols were used to keep an eye on persons out celebrating Halloween. Checked candy for parents and youth at the Allegany Fire Department Building.

DPW REPORT FOR THE MONTH OF OCTOBER 2013

- Picked up weeds, leaves, tree limbs and other yard waste that was put out to curbs by village residents.
- Cut grass as needed.
- Flushed sewers in village.
- 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.
- Cleaned out and reorganized back shop area to make room for all equipment to get inside over the winter months.
- Started replacing a water line at 32 North Second Street. When sewer line at 32 was being changed noticed that 32 North Second and 11 Chestnut Street had the same water service line. Re-tapped the water main with two separate services and ran water service line to 32 North Second and will finish running water service line at 11 Chestnut Street in near future.
- Hooked up wires for, internet at Water Well House #1 to be used to observe the SCADA/Alarm System in Well House. Only have electric to hook up so the generator from EMS building will keep SCADA and the Alarm System functioning during power outages.
- Replaced a leaking water main valve on Williams Street.
- Worked on regal chlorine heads and pumps and fluoride pumps in all water well houses.
- Are currently in the process of comparing chlorine and fluoride readings from new analyzers to manual chlorine fluoride readings.
- Hauled sand to be mixed with salt for road surface treatment during the winter months.
- Mixed sand and salt for road surface treatment during the winter months.
- Put sander on dump truck and worked on getting equipment ready for winter month usage.

SCADA

- Chris Crawford, Cattaraugus County Health Dept. and Dominic Papasergi gave a power point presentation on the SCADA system.
- Lamberson asked about training, Crawford said knowledge retention is upmost importance. Necessary to get the correct process in place before complete training.
- Currently the water department personnel are training with Jobe.
- Is the equipment insured? Flynn has sent information to the insurance company.
- Crawford stated that once per year, we need to run the system manually for about 1 week. This is important in the case of a shutdown of the SCADA system.
- Crawford said we need to be completely comfortable with the 16 bullet points.
- Management staff is currently in the planning stage of Effective Utility Management for future operational guidance.
- Crawford said there is also possible coordination with City of Olean.
- Stakeholders will eventually be involved, i.e. Town of Allegany, SBU

OTHER

- Board members to contact Flynn if interested in Cattaraugus County Municipal officials Assoc dinner (Parker, Lamberson)
- Flynn provided Police and DPW union contracts and the non-union personnel policy to mayor and board members.
- Cummins to work on time clock specifics. Flynn suggested policy be drafted first.
- Papasergi asked the board if they would consider drafting a letter of agreement that states that he is employed as a full time employee although he is being paid with 2 checks per week; 10 hours for police, 30 hours DPW-10 hours for streets, 10 hours for water, and 10 hours for sewer due to New York State Retirement reporting requirements. He doesn't want anything jeopardizing his full time status for benefits. Fodor will prepare a memorandum of understanding.
- Board members will meet with Silluzio during office hours for the annual court audit.

CODE

- Tree trimming letters went out to property owners. They have 10 days to comply, if they do not, an order of remedy is sent out.

POLICE

- Papasergi informed Lamberson that tracking of police cars should be possible but we are unable to do so at this time.
- During the recent FBI/Hamburg PD search warrant execution in the village, Peterson was paid through DPW until 3:30 pm, then through APD after 3:30.
- Parker asked when Rado is starting back. Papasergi said he is awaiting final transfer.
- Parker asked about Klafehn and his status.
- Lamberson asked about new police car information, Papasergi said new bids are not out yet.
- Fodor will contact Town Attorney Tuttle on Police contract; a supplemental contract may be necessary for patrols. Board agreed to \$12,000 emergency contract fee.

DPW

- Papasergi is hopeful that the water line on Chestnut St. is finished Tuesday, with blacktopping Wednesday.
- List of items still to do: replacing hydrants @Sherwood/Clarence/Williams-Cummins would like to see a list.
- Will tar and chip in the spring.
- Last day for leaf pickup will be around Nov. 15th. Will be in newspaper and on website.
- Most equipment for snow removal is ready.
- FCC radios for DPW still need to be completed.
- Trucks are almost ready to go out to bid, stickers need to be removed.

1ST TO 2ND WATER LINE LOOP

- Pete Rehler, Lamberson and Parker walked through Rehler's property to observe right of way area.
- Rehler received the draft right of way document and a copy of the survey.

The following correspondence was reviewed and put on file:

1. Time Warner Cable-renewal/extensions of agreements
2. Cattaraugus County Municipal officials Assoc dinner 11/14/2013, South Dayton
3. Lime Energy-National Grid lighting grant
4. Time Warner Cable-Internal Restructuring

RESOLUTION #2013-171

APPROVE LIME ENERGY NATIONAL GRID LIGHTING GRANT

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve the Lime Energy grant for National Grid lighting project (upon attorney approval) for a lump sum payment of \$2,442.83. Aye-All. Nay-none.

RESOLUTION #2013-172

APPROVAL FOR JEFF HARVEY TO WORK AS A SUBSTITUTE CROSSING GUARD

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to approve Jeff Harvey for a substitute Crossing Guard position. Aye-Nazemetz, Davis, Cummins. Nay-none. Abstain: Parker.

RESOLUTION #2013-173

VILLAGE TO HOST CHRISTMAS IN ALLEGANY EVENT NOVEMBER 30 AT 6:30

On motion made by Trustee Cummins, second by Trustee Parker resolved that the village host the annual Christmas in Allegany event at the Santa House and Municipal Building on Sat. November 30 at 6:30 pm. Aye-All. Nay-none.

RESOLUTION #2013-174

PAY LONGEVITY

On motion made by Trustee Nazemetz, second by Trustee Cummins resolved to pay longevity pay to full time employees. Aye-All. Nay-none.

RESOLUTION #2013-175

SCHEDULE PUBLIC HEARINGS ON NOV. 18 FOR LL#1-2013 (TRAFFIC REGULATIONS) AND LL#2-2013 (CONTROLLING PARKING ON PREMISES OR PROPERTY OTHER THAN PUBLIC STREET

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to schedule public hearings for Local Law #1 and Local Law #2, 2013. LL#1 is scheduled for 6:50 pm and LL#2 will be at 6:55 pm on Monday, Nov. 18, 2013. Aye-All. Nay-none.

RESOLUTION #2013-176

FODOR TO DRAFT LETTER OF MEMORANDUM FOR DOMINIC PAPASERGI CONSTITUTING FULL TIME EMPLOYMENT

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved for Fodor to draft a letter of memorandum for Dominic Papasergi for his hours per week constituting full time employment. Aye-All. Nay-none.

RESOLUTION #2013-177

ENTER EXECUTIVE SESSION FOR PERSONNEL MATTER

On motion made by Trustee Cummins, second by Trustee Davis resolved to enter executive session at 6:34 pm to discuss a personnel matter. Aye-all. Nay-none.

RESOLUTION #2013-178

CLOSE EXECUTIVE SESSION

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to close executive session at 6:50 pm. Aye-all. Nay-none.

RESOLUTION #2013-179

ADJOURN MEETING

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to adjourn the meeting at 6:50 pm. Aye-all. Nay-none.

Respectfully submitted,

Rena Flynn

Clerk Treasurer