

Board of Trustees Meeting Minutes

12/16/2013 7:00 PM

- A quorum of Board of Trustee members met in the board room at 6:25 to sign vouchers and read correspondence.

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 Richard Lamberson

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

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

RESOLUTION #2013-202

ACCEPT MINUTES OF DECEMBER 2, 2013

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to accept the minutes of December 2, 2013. Aye-all. Nay-none.

TREASURERS REPORT
As of December 12,
2013

	CHECKING	SAVINGS	CD	
GENERAL	\$8,202.00	\$771,557.00	\$300,606.00	
WATER	\$1,292.00	\$378,931.00	\$ 50,202.00	
SEWER	\$1,074.00	\$500,540.00	\$ 50,202.00	
LIBRARY	\$33,480.00			
T&A	\$17,207.00			
WATER BOND		\$6,309.00		
TOTALS	\$61,255.00	\$1,657,337.00	\$401,010.00	
	RESERVES	RESERVES	RESERVES	TOTAL
	GENERAL	WATER	SEWER	
EQUIPMENT	\$175,035.00	\$	\$ 14,390.00	\$235,451.00
POLICE UNIFORMS	\$5,455.00	46,026.00		\$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		\$		\$10,396.00

MAINT	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		GENERAL	\$ 349,659.00
Building/Sign/Pool permit	118.00	WATER	\$ 96,262.00
Bid Deposit/Award		SEWER	\$ 263,129.00
Backflow testing		LIBRARY	\$ 12,012.00
Clerk fees	2.00	TOTAL	\$ 721,062.00
CHIPS			
Code Violation fees			
Court Security			
Court Fines/fees	6,497.00		
Calibration-Pressure Bldg			
Donation			
DWI funds			
Equipment sales			
Franchise Fees	6,350.00		
Fire Inspections			
Gaming License			
Grants			
Inspections-c/o	40.00		
Insurance refund			
Lawn mowing			
Municipal Aid			
Mortgage Tax	6,697.00		
Police Contract			
Police Fees			
Pop machine	66.00		
Property Taxes			
Property Taxes-Penalty			
Refuse Collection			
Rent-WCB			
Reimbursements	13.00		
Sales Tax			
Scrap metal	167.00		
Sewer Payment-Town			
Sidewalks			
Utility Tax			
Unmetered Water			
Vending permit			

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

Total **19,960.00**

- Cummins asked if the Library got quotes on the electrical project, Parker said they did.
- Cummins asked about the repairs to the 1992 International and 1998 truck, TW Mechanical repaired them, needed the service to pass inspection. Papasergi advised that village personnel has been doing some repairs on some trucks, Gary from the town came over to look at and advise. Lamberson would like to have our personnel do some more things with the trucks, Papasergi agreed to conserve.

RESOLUTION #2013-203

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 #64972152 for \$4,149.09, #64972153 for \$59,834.28, and #64972154 for \$1,110.89. 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	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

DPW

- Lamberson suggested we buy a sheet of metal and cut ourselves for the center steel bar of the grate in the back shop. Papasergi advised to conserve money that we did cut steel ourselves in the past but the grates did not hold up. The grate is breaking and collapsing and the quote received is \$3,870.00. Davis will look at and get prices, see what sources suggest.
- Lamberson asked about the oil/gas separator, Papasergi replied that the state came and looked at it this year and believed all is ok as he did not hear back from anyone afterwards.
- There is a potential root problem near Agway on Union St., brought in camera to look at. There is a problem with our root cutter. Looking into repair or replacement.
- Parker asked about the cones on Pine St., Papasergi said they were there so vehicles could avoid the area due to a hydraulic hose break, and there was sand applied to absorb the fluid.
- Papasergi said one of the big trucks with the plow broke down, used 1 Ton to plow, then that broke down. Rams were ordered for a 3rd truck, 2 trucks are back up and running. Advised that vehicles are getting old, parts for plows are hard to find, vehicle replacement needs to be addressed.
- Papasergi said the emblem is off the Chevy Truck to prepare for sale. Still working at getting the Chevy and Bucket Truck ready for sale.
- DPW staff is working on the shop building; attempting to conserve energy by sealing up with foam insulation. There are frame problems, bases of frames of building is rotting out.
- Lamberson asked about storm sewer maintenance, DPW should put the debris in the truck, not in lawns.
- County towers are still an issue for the FCC radio upgrade.
- Papasergi will contact Peter Rehler on the water loop easement.
- Papasergi advised that he set up a webpage on our website for the Complete Streets program and Frank DeFiore will add material for it. Main goal is pedestrian safety, extra sidewalks.
- Other areas of improvement to consider: brick pavement near 1st St intersection, round- about at North 1st St, brick sidewalks-consider changing to stamped concrete.
- Approximate construction will begin in 2015.
- Papasergi met with DPW on a policy for handling chemicals.

- With the support of the Cattaraugus County Health Department, a 12 day manual/SCADA comparison will need to take place and approved prior to eliminating water/sewer checks.
- Chris Crawford of Cattaraugus County Health Department plans to hold a training session for chemical analysis and maintenance.
- Diesel fuel from our tank is currently being monitored with documenting # gallons pumped and with tank stick.
- Need to go out to bid, or go with county for regular fuel purchases. Papasergi felt that if possible consider going out to bid with 7-Eleven, Kwik Fill and Country Fair. He felt we could save in future pertaining to spills or other events that may cost the village liability wise.
- Main Street lights can be updated for \$365 per LED light for a total of \$17,155. This is a quote from Hull Electric and the board suggests getting other quotes from Hite and Maynard.
- Lights need to be retrofitted and some fixed, we can do the work ourselves.

POLICE

- Papasergi has cut back on scheduling officers as things have quieted down in the village.
- May need to pick up more hours in the spring.
- He does not feel he needs to have arrest numbers to ask for help or put on additional officers.
- Lamberson asked about a new police car; Papasergi talked to other chiefs and the Ford Taurus is similar to the Caprice. Papasergi is still getting prices on types of vehicles available through the state or local bid process.
- Cummins said the all wheel drive is approximately \$900 more.
- Rado starts Monday at Edinboro and will be available to work for police department.

VILLAGE/TOWN SHARED POLICE SERVICE AGREEMENT

- Looking at an hourly rate of \$30 for personnel and vehicle.
- Minimum of 4 hour shift.
- Town will work with Papasergi on scheduling; time, location, shift.
- Agreement will be sent to our insurance company for their review before signing.
- Sgt. McGraw will send the monthly Town calls report to the town. This should also include anything turned over to the CCSD or NYSP. Document those vehicles pulled over, # times, # tickets issued.

OTHER

- Cummins will work with Flynn and Papasergi on a policy for the time clocks.
- Cummins asked why the Santa House was not open more, Flynn replied that it takes volunteers to work it and Santa is unavailable every day/weekend.
- Fodor advised Cummins/Board that the Santa House was not village supported.
- Alayne Donner of P&C Solutions has changed her insurance brokerage to Gugino, therefore the Broker of Record has changed, and board is ok with this. There are no changes in our policies, but Alayne needs to inform PERMA.
- Village is looking into hiring a prosecutor for court. Bert Dole is the Town of Allegany prosecutor one day per month and is paid \$3,000 per year.
- Fodor said it is not a conflict to do both town and village.
- Fodor will draft an advertisement for the position.
- Judge Brennan, Flynn and Papasergi will have input with choice.
- DataBranch is currently evaluating our computer systems and server needs.
- Parker plans on resigning from the village on 1/1/2014, he has enjoyed his years serving the village.

The following correspondence was reviewed and put on file:

1. NYS Department of State-LL1-2013 & LL2-2013 filed 11/26/2013
2. PERMA-retirement of Loss Control Consultant
3. Time Warner-agreements with programmers

RESOLUTION #2013-204

APPROVE CARRY OVER OF REMAINING VACATION/PERSONAL DAYS FOR FLYNN AND PAPANERGI

On motion made by Trustee Cummins, second by Trustee Davis resolved to approve the carry-over of remaining vacation /personal days for Papasergi and Flynn. These need to be used by the end of February, 2014. Aye-All. Nay-none.

RESOLUTION #2013-205

PAY REMAINING COMPENSATORY TIME FOR ALL EMPLOYEES

On motion made by Trustee Nazemetz, second by Trustee Davis resolved to pay the remaining comp time for all employees. Aye-All. Nay-none.

RESOLUTION #2013-206

APPROVE VILLAGE/TOWN POLICE SPECIAL EVENTS AGREEMENT FOR 2014

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve the Village/Town Police Special Events Agreement for 2014. Aye-All. Nay-none.

RESOLUTION #2013-207

APPROVE VILLAGE/TOWN POLICE COURT SECURITY AGREEMENT FOR 2014

On motion made by Trustee Cummins, second by Trustee Davis resolved to approve the Village/Town Police Court Security Agreement for 2014 at \$24 per hour. Aye-All. Nay-none.

RESOLUTION #2013-208

APPROVE VILLAGE/TOWN LIBRARY AGREEMENT FOR 2014

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve the Village/Town Library Agreement for 2014 for \$31,350.00 per year. Aye-Cummins, Nazemetz, Davis. Nay-none. Abstain-Parker.

RESOLUTION #2013-209

APPROVE PERMA WORKERS COMPENSATION INSURANCE RENEWAL FOR 2014

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve the PERMA Workers Compensation insurance renewal for 2014. Aye-All. Nay-none.

RESOLUTION #2013-210

APPROVE VILLAGE/TOWN POLICE EMERGENCY SERVICES AGREEMENT

On motion made by Trustee Parker, second by Trustee Davis resolved to approve the Village/Town Police Emergency Services Agreement for 2014. Changes include six month contract with the annual amount reduced to \$12,000 payable 2 times per year. Aye-All. Nay-none.

RESOLUTION #2013-211

APPROVE LETTER OF MEMORANDUM FOR PAPASERGI FOR FULL TIME STATUS FOR EMPLOYMENT AND BENEFITS

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve the Letter of Memorandum for D. Papasergi for his full time status for employment and benefits. This is due to the changes in his retirement reporting. Aye-All. Nay-none.

RESOLUTION #2013-212

APPROVAL FOR FODOR TO DRAFT AN ADVERTISEMENT FOR THE POSITION OF VILLAGE PROSECUTOR

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to approve Fodor to draft an advertisement for the position of a village prosecutor. Aye-All. Nay-none.

RESOLUTION #2013-213

ENTER EXECUTIVE SESSION TO DISCUSS PERSONNEL AND UNION CONTRACT

On motion made by Trustee Parker, second by Trustee Nazemetz resolved to open the Executive Session at 8:30 pm to discuss personnel and the union contracts. Aye-all. Nay-none.

RESOLUTION #2013-214

CLOSE EXECUTIVE SESSION

On motion made by Trustee Parker, second by Trustee Nazemetz resolved to close the Executive Session at 9:46 pm. Aye-all. Nay-none.

RESOLUTION #2013-215

APPROVAL FOR BOARD TO HIRE A LABOR ATTORNEY FOR THE UNION NEGOTIATIONS

On motion made by Trustee Cummins, second by Trustee Nazemetz resolved to hire a labor attorney for up to \$6,000.00 for the union contract negotiations. Aye-all. Nay-none.

- Mayor Lamberson thanked Trustee Parker for his service.

RESOLUTION #2013-216

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