

**VILLAGE BOARD OF TRUSTEES  
APRIL 16, 2018 MINUTES**

Mayor Michael VandeVelde presiding

MEMBERS: Mike Catalano, Al Holbrook, Dennis Lutes

EXCUSED: Rob Cochran

OTHERS: Vince Luce, Becki Paternosh, Rob Genthner, Ed LeBarron, Marybelle Beigh, Erin Schuster, Andrew Webster, Andrew Thompson, Bonnie Rae Strickland, Joe DeBiso (Plantrol), Dan Smith (Plantrol), David Beehler

**MAYOR/BOARD  
MINUTES**

**The board made a motion to approve the minutes of 4/2/18 by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

**DPW ADVISORY BOARD APPOINTMENT APPROVAL**

**The board approved the additional appointments of Scott Mason and Doug Sanderson to the DPW Advisory Board on a motion made by Trustee Holbrook seconded by Trustee Catalano and was carried unanimously.**

**SHARED SERVICE AGREEMENT**

The board discussed having placement of an SRO at the School. Some training would be involved and it is anticipated that the school would assist with this cost.

**The board made a motion by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously for permission to request Village Attorney, Joel Seachrist to write a Shared Service Agreement for SRO.**

**MODIFICATION TO EASON HALL ROOM USAGE FEES**

**Following discussion, the board made a motion to add a “Balcony only fee of \$25 and a Frequent/Heavy User balcony only fee \$15/per session” by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

**PLANTROL MANAGED CARE FOR SERVERS**

As a result of the New York State Cyber Security Threats Analysis it was recommended to go forward with a more complete control of all the computers in the Village. Following an overview of the monitor which was done on the Village computers making sure nothing is on the machines that is not supposed to be on them. The monitor system will give remote control to keep track of any issues which would be problematic. This will provide remote tech support as well.

**The board made a motion to approve for Plantrol’s Managed Care for Servers & Computers support by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.**

**POLICE DEPARTMENT  
MONTHLY OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and Overtime Report of 21 hours by Trustee Lutes, seconded by Trustee Holbrook and was carried unanimously.**

**REQUEST EXECUTIVE SESSION TO DISCUSS PERSONNEL**

**FIRE DEPARTMENT  
MONTHLY REPORT**

**The Mayor read the Fire Department Monthly Report which was approved on a motion by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

**FIRE DEPARTMENT BILLING DISCUSSION**

The board discussed Fire Department billing third party insurance companies for losses recovered for ambulance services.

**The board made a motion by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously to have a representative give a presentation for reimbursement of services billed.**

**ILLEGAL USE OF DUMPSTERS**

The Mayor noted he had received complaints in regard to people that are using the dumpster at the Fire Hall. Also, the Recreation Director noted the one at the Welch Field is used as well. There is a need to stop that from happening and it was felt a policy or updated notification to the public could be done.

**RECREATION DEPARTMENT  
MONTHLY REPORT**

**The board made a motion to approve the Recreation Department Program Report by Trustee Lutes, seconded by Trustee Holbrook and was carried unanimously.**

**HISTORIAN  
MONTHLY REPORT**

**The board made a motion to approve the Historian's March Monthly Report by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

**CODE ENFORCEMENT  
MONTHLY REPORT**

**The board made a motion to approve the Code Enforcement Monthly Report by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

**PUBLIC WORKS  
MONTHLY/OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and the Overtime Report of 9.8 hours scheduled overtime and 34.9 hours emergency overtime by Trustee Catalano, seconded by Trustee Lutes and was carried unanimously.**

#### PARKING LOT DISCUSSION

Communication with the business owners in regard to the Parking Lot Project was discussed. A couple ideas were suggested; 1) go to each business individually and see if they have concerns or; 2) holding an Open House so they can voice their concerns, etc.

#### SCHOOL TRAFFIC ZONE

Ed LeBarron reported that the traffic light at the school is inoperable and to repair and bring it up to code would cost well over \$100,000. It cannot be done in-house; it would have to be contracted out. He had presented a handout for the Board to review of an alternative method on traffic control, etc. He stated that part of the traffic control being set up would involve replacing all the accesses to the sidewalks and be handicapped ADS compliant, which we could do.

**The board made a motion to proceed with the proposal as presented and begin the paperwork with the DOT on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.**

#### WATER /SEWER DEPARTMENT

##### MONTHLY AND OVERTIME REPORT WATER

**The board made a motion to approve the Monthly Report and Overtime Report of 15 Hours by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

##### MONTHLY AND OVERTIME REPORT SEWER

**The board made a motion to approve the Monthly Report and the Overtime Report of 1 hour by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

#### SLUDGE HAULING BID

**The board made a motion to approve the Sludge Hauling Bid to the only bidder; Bestway Container Service, in the amount of \$182.50 per load to landfill by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

#### ANNUAL SUPPLIES BID

**The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to approve the Annual Supplies Bid as follows:**

Liquid Chlorine	JCI Jones	\$60.6667/CWT
Liquid Propane	TPS	\$.9991/gal
Hydrofluosilicic Acid	Slack Chemical	\$4.898/gal
Hypochlorite Solution	Slack Chemical	\$1.197/gal
Carus 3050 Zinc/Poly	Slack Chemical	\$1.35/gal

Liquid Coagulant(AS2811)	Applied Specialties	\$2.98/gal
Zetag - Polymer	Clean Waters	\$2.38/lb
Aluminum Sulfate	ChemTrade	\$278/dry ton
Phosphoric Acid	Slack Chemical	\$7.77/gal
Aqua Ammonia	Slack Chemical	\$463.97 ton

**ELECTRIC DEPARTMENT**

**MONTHLY OVERTIME REPORT**

**The board made a motion to approve the Monthly Report and the Overtime Report of 97.2 hours by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

**GOVERNOR’S OFFICE ENERGY EFFICIENCY INITIATIVE**

Andrew reported that the Governor’s office is coming out with a new energy efficiency initiative which we will need to be aware of as we are not sure how it will affect us by possibly tacking on another surcharge, etc.

**TREASURER**

**UNPAID WATER & SEWER BILLS**

**The board made a motion to approve the unpaid water and sewer bills to be added to the tax roll in the amount of \$6,042.82 by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

**The board made a motion to approve the Financial Reports by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

**ELECTRIC, WATER & SEWER BUDGETS**

The Electric Fund budget revenue amounted to \$3,833,100; total expenses \$3,675,200; for an estimated net income of \$157,900.

**The board made a motion to approve the Electric Fund budget by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously.**

The Sewer Fund budget revenue amounted to \$1,309,465; total expenses \$1,306,420; for a net income of \$3,045.

**The board made a motion to approve the Sewer Fund budget by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

The Water Fund budget estimated revenue amounted to \$1,063,300; expenses \$999,920; estimated net income \$63,380.

**The board made a motion to approve the Water Fund budget by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.**

**CLERK**

**WARRANTS**

The following warrants, excluding the invoice from Jack's Welding, were approved on a motion made by Trustee Catalano, seconded by Trustee Lutes and was carried.

General	W#49	\$37,011.31
Electric	W#51	157,875.90
Water	W#51	10,115.47
Sewer	W#52	39,949.97

The invoice from Jack's Welding was approved on a motion made by Trustee Holbrook, seconded by Trustee Lutes and was carried with Trustee Catalano abstaining from the vote.

The board made a motion to enter into Executive Session to discuss Personnel in the Police Department by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

**EXECUTIVE SESSION**

Following discussion, the Executive Session was adjourned back to regular session on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

**ACTION**

Action taken as a result of the Executive Session is as follows:

The board made a motion to approve Justina Preston as starting Patrolman effective 3/19/18 by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

There being no further business to come before the board the meeting was adjourned.