

PROCEEDINGS OF A REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES
May 9, 2017

Present

Mayor: Robert C. Corby (Absent)

Trustees: Lili Lanphear
Frank Galusha
Alysa Plummer
Margaret Caraberis

Working Foreman Zach Bleier

Building Inspector: Paul Alguire

Recording Secretary: Dorothea M. Ciccarelli

CALL TO ORDER

Motion by Trustee Lanphear seconded by Trustee Plummer called the meeting to order at 6:30 PM.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

EXECUTIVE SESSION

Motion Trustee Lanphear, seconded by Trustee Plummer, to enter executive session on specific potential legal matter.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

Motion Trustee Lanphear, seconded by Trustee Galusha, to exit executive session at 7 PM.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

ORGANIZATIONAL MEETING

Due to Mayor Corby’s absence, the Board postponed the Organizational Meeting at this time.

BOARD MEMBER – CONFLICTS OF INTEREST DISCLOSURE

Trustee Lanphear asked if any of the Board members had a conflict of interest or had accepted gifts associated with any of the meeting agenda items. The Board members indicated that they had no conflicts of interest to report.

TAX WARRANT

The Village Board reviewed the tax warrant for 2017-2018 budget year.

Motion Trustee Lanphear, seconded by Trustee Plummer, to approve the 2017-2018 tax warrant and authorize Mayor Corby and the Village Clerk to sign the warrant.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

DEPARTMENT OF PUBLIC WORKS REPORT

- Many of the trees along the RGE right-of-way have lost large limbs or have come down altogether. Mr. Bleier spoke with Ted Collins, who indicated that he would be willing to arrange to have any large branches overhanging the parking areas cut, if the DPW Department would be willing to cut them up and haul them away. The Board requested the arrangement be reviewed with the Village attorney and insurance agent.

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- National Grid will be removing trees under their transfer lines at South St and East Jefferson Rd. They will be offering compensation for the removal. The Board questioned the timetable. Mr. Bleier informed the Board that he anticipated it happening rather quickly.
- The representative with the sweeper company has agreed to let us borrow a sweeper from his rental fleet for two days at the end of May. Mr. Bleier will be contacting him a week ahead of time to verify the availability.
- The crosswalk sign on South St. at Wood and Locust has been hit and broken multiple times. It was hit again over the weekend and both pieces were placed at the side of the road but was missing Monday morning when the department went to repair. Mr. Bleier suggested to the Board that an alternative method should be explored. The Board discussed having a meeting on the site to explore a resolution.
- We are in the process of spreading mulch in all flower beds and tree boxes.
- Porta Potties are in place on Schoen Place and will be serviced twice weekly.
- We will be starting repairing catch basins.
- Skanex looked at our siphon by the shop. They will be running a camera through it as soon as they get done with an ongoing project they are working on.
- Mr. Bleier informed the Board that he spoke with the representative from CSX regarding the concrete barriers being moved and the signage being removed. CSX was not aware that this had happened and will be looking into the situation.
- Mr. Bleier discussed with the Board that the suggested water fountains for Schoen Place will be a direct replacement. Discussion was had on the replacement of the fountains and that the ordering should take place after June 1, 2017. The Board suggested that in addition to the bench donations, they should look into the donation of trees as well.
- Remembrance Park has new flags and a new plaque set on a stone.

BUILDING INSPECTOR REPORT

The Board welcomed the new Building Inspector, Paul Alguire, and he reported to the Board that he has been working with Kelly Cline on current applications. He also has been working with merchants on moving their signage out of the right-of-way. Mr. Alguire indicated that he also is working with the Mayor on outstanding code violations, and he has started sending compliance letters to the owners and has given them 30 days to rectify the situation.

VILLAGE ATTORNEY

Jeff Turner informed the Board that the inspection conducted by T.Y.LIN International on the Powers family property should be received in the next few days. He also informed the Board that there has been discussion on whether Rand Place is subject to APRB jurisdiction, and that the Zoning Board will be reviewing the matter.

Mr. Turner reviewed with the Board the local law provided regarding the requested changes to Article XIV and Article XX of the code.

Motion Trustee Caraberis, seconded by Trustee Plummer, to set a public hearing on June 13, 2017 at 7:30 PM to consider the amendment of Article XIV and Article XX of the Zoning Code.

Vote: Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

ATTORNEY CLIENT PRIVILEGE

Motion Trustee Lanphear, seconded by Trustee Plummer, to enter attorney client privilege.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. **Motion carried.**

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Motion Trustee Lanphear, seconded by Trustee Plummer, to exit attorney-client at 8:22 PM.
Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

MEMBER ITEMS

Trustee Caraberis discussed with the Board the possibility of passing a land use moratorium while the Village works on updating the Village’s Comprehensive Plan. Jeff Turner discussed with the Board what they would be looking to have stopped. The moratorium could be done to stop land use approvals broad or narrow. Trustee Caraberis will be reviewing further.

Trustee Caraberis discussed the Votetilla and schedule for the event. She anticipates a program that would include an actor portraying Susan B. Anthony as a speaker and attendees dressed in white to represent the woman suffrage movement.

Trustee Caraberis informed the Board that the Comprehensive Plan meeting has been planned, and they will be reviewing the old plan and executive summary. She intends to use a digital drop box for all the documents.

The Board discussed the upcoming summer schedule for Board meetings and requested the Clerk add to the calendar June 27, 2017 and July 25, 2017.

Trustee Plummer and the Board requested that the Zoning Commission be added to the next agenda for discussion.

Trustee Lanphear reviewed with the Board having a set fee for donated benches that would cover the cost of the bench, plaque and installation. The Board agreed that \$1,000 was appropriate.

TREASURER’S REPORT

Village Clerk, Dorothea M. Ciccarelli, presented vouchers listed on Abstract #21 of 2016/2017 fiscal year for approval. A motion was made by Trustee Plummer, seconded by Trustee Caraberis, to approve payment of the vouchers listed on Abstract #21 in the amounts stated below and to charge them to the appropriate accounts.

Vouchers for approval – Abstract #21

- General Fund (#664-#666, #668-697): \$24,462.50
- Sewer Fund (#669,#693): \$ 295.65
- Capital Improvements 2015 (#667) \$ 700.00

Total Vouchers for Approval: \$25,458.15

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

The Clerk reviewed with the Board the upcoming Bond Payment to be made and requested approval to make the payment of \$44,854.17 which was \$40,000 principal and \$4,854.17 interest.

Motion Trustee Galusha, seconded by Trustee Lanphear, to authorize the wire transfer and payment of the Capital Improvements Bond in the amount of \$40,000 for principal and \$4,854.17 for interest.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

The Clerk reviewed with the Board the current bank balances and the requested budget transfers from the Village Treasurer.

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Motion Trustee Lanphear, seconded by Trustee Galusha, to approve the following transfers for the General Fund and Sewer Fund.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

Account	Title	Budgeted Amount	Transfer
VENDOR accounts NEEDING funds			
A1410.415	Payroll svc	\$ 3,800.00	\$ 800.00
A1410.42	Advertising	\$ 2,500.00	\$ 400.00
A1410.48	Vlg Dues/Contracts	\$ 8,500.00	\$ 4,500.00
A1410.409	Copies	\$ 1,600.00	\$ 300.00
A1420.41	Litigation	\$ 100,000.00	\$ 7,000.00
A1620.41	Utilities	\$ 8,500.00	\$ 700.00
A1620.41	Telephone	\$ 5,500.00	\$ 4,500.00
A5110.42	Temp Help	\$ 39,000.00	\$ 6,000.00
A5182.42	Lighting Repairs	<u>\$ 8,500.00</u>	<u>\$ 2,000.00</u>
VENDOR accounts NEEDING funds			\$ 26,200.00
 VENDOR accounts SENDING funds			
A1410.41	Insurance	\$ 41,500.00	\$ (3,000.00)
A1410.413	CPA support	\$ 6,000.00	\$ (1,000.00)
A1410.43	Code Updates	\$ 4,500.00	\$ (1,000.00)
A1410.44	Conferences	\$ 4,500.00	\$ (850.00)
A1460.4	Conferences	\$ 4,500.00	\$ (3,500.00)
A1620.4	Vlg Hall Improvemts	\$ 10,000.00	\$ (1,500.00)
A1620.413	Heating Fuel	\$ 5,500.00	\$ (1,000.00)
A1620.43	Hwy Dept	\$ 10,000.00	\$ (1,500.00)
A5132.49	Gasoline	\$ 7,000.00	\$ (1,000.00)
A9040.8	Workers Comp	\$ 35,000.00	\$ (3,000.00)
A1990.4	Contingency Acct	\$ 3,177.00	\$ (3,100.00)
A3620.1	Bldg Inspector	\$ 55,500.00	<u>\$ (5,750.00)</u>
Total vendor accounts SENDING funds			\$ (26,200.00)
 Staff Personnel Categories NEEDING funds			
A1989.1	Shared Svc	\$ 2,000.00	\$ 2,500.00
A8560.1	Trees	\$ 2,500.00	\$ 2,500.00
A7110.1	Parks	\$ 26,600.00	\$ 1,000.00
A5410.1	Sidewalks	\$ 2,500.00	\$ 600.00
A8170.1	Street Sweeping	\$ 29,200.00	<u>\$ 1,000.00</u>
Staff Personnel Categories			\$ 7,600.00
 Accounts SENDING funds			
Staff/Personnel Categories			
A5142.1	Plowing/Salting	\$ 13,000.00	\$ (3,800.00)
A5110.1	Street Maint	\$ 30,000.00	<u>\$ (3,800.00)</u>
Total Re-allocated funds			\$ (7,600.00)
 SEWER FUND ACCOUNTS			
VENDOR accounts NEEDING funds			
G8120.4	Sewer Contractual	\$ 30,000.00	\$ 12,000.00
 VENDOR accounts SENDING funds			
G5110.49	Flush Truck	\$ 10,000.00	\$ 10,000.00
G5110.2	WC Generator	\$ 13,810.00	<u>\$ 2,000.00</u>
Total Re-allocated Funds			\$ 12,000.00

VILLAGE CLERK REPORT

The Village Clerk discussed the upcoming Zoning Commission meeting with the Board.

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Motion Trustee Caraberis, seconded by Trustee Lanphear, to cancel the upcoming Zoning Commission meeting on May 11, 2017.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

The Clerk discussed the recent storm damage done to properties and requested the Board reimburse.

Motion Trustee Lanphear, seconded by Trustee Plummer, to reimburse Mike Newcomb for damage done to railing during plowing for \$825.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

Motion Trustee Lanphear, seconded by Trustee Plummer, to reimburse Lisa Cove for damage to an invisible fence for \$160.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

MINUTES

Motion Trustee Plummer, seconded Trustee Galusha, to approve the Village Board minutes from March 28, 2017.

Vote: Lanphear– yes, Galusha – yes, Plummer – yes, Caraberis– abstain. Motion carried.

EXECUTIVE SESSION

Motion Trustee Lanphear, seconded by Trustee Galusha, to enter executive session for a personal matter.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

Motion Trustee Lanphear, seconded by Trustee Galusha, to exit executive at 9:15 PM.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

ADJOURNMENT

Motion Trustee Lanphear, and seconded by Trustee Galusha, to adjourn the meeting at 9:16 PM.

Vote: Lanphear – yes, Galusha – yes, Plummer – yes, Caraberis– yes. Motion carried.

Dorothea M. Ciccarelli, Recording Secretary