



VILLAGE OF BARKER WORK SESSION MINUTES

June 3, 2019
6:00pm @ Police Station

Mayor Aaron Nellist
Deputy Mayor Seanna Corwin-Bradley
Trustee R. James Baker
Trustee Benjamin Seward-*Absent*
Trustee Aaron Davis

In **Attendance**: DPW Superintendent Mark Remington, Police Chief Timothy Braughler (6:22pm. Trustee Seward was absent.

The **meeting was opened at 6:05pm** with Mayor Nellist administering the Pledge of Allegiance.

- Discussion about Library rent

A lengthy discussion was had about what the Village would charge the Library if they choose to continue the shared building relationship moving forward. Mayor Nellist stated he had no intentions of changing the relationship that was in place before the fire and that they made improvements that benefitted the Village by making our building bigger & better. Therefore, as long as the relationship remains mutually beneficial the rent should continue to be the \$1.00 annually. Trustee Davis stated that all aspects need to be spelled out in the lease as far as improvements, maintenance & assistance. Maybe \$10.00 per month is fair? It was stated that we will have to check with the attorney about the legalities of contributing toward the rebuild, what we can ask of a tenant and using Village resources. Deputy Mayor Corwin-Bradley stated that public perception of the Village would be negatively impacted if we chose to increase the amount. Mayor Nellist stated if it is possible to build the same or a similar size building that can house both of us and the relationship remains mutually beneficial then the rent should stay \$1.00 annually, Trustee Baker agreed with the statement. Also, that the term of the lease is at least 10 years.

- Permission for library to use park gazebo for summer reading activities

It was stated that it would be absolutely okay for the Library to utilize the gazebo for summer reading activities. Also the garden club would like to use it for the Garden walk they are having on June 15th.

- Windows for Village Hall/ Police Station-quote

A discussion ensued about the windows that need to be replaced in the Police Building; we were given a price to buy the windows over the counter with Mark installing them and one for professional installation of the windows also wrapping the outside in vinyl. The Board would like the windows installed.

Deputy Clerk-Treasurer will be Jennifer Mason, appointment at the June 10th meeting.

No **Public Comment** was offered.

Board Comment was offered by:

Trustee Davis: old AC unit tried to kick on the other day, the condenser was really loud. Is there a way that we can disconnect it from the breaker box?

Mayor Nellist: filled the Board in about a complaint lodged against the old bank property and its deteriorating condition. Legislator Syracuse stated the County could help if the Village was to take ownership of the property to have it demolished; the problem lies with a deceased owner.

Next meeting is the Monthly Board Meeting, Monday, June 10, 2019 at 7:00pm @ Barker Fire Hall

Respectfully Submitted,

Amanda M. Detschner, CMC, RMC, CMFO
Clerk-Treasurer

VILLAGE OF BARKER BOARD OF TRUSTEES

REGULAR MEETING AGENDA



June 10, 2019 7:00PM
Barker Fire Hall

Mayor Aaron Nellist
Deputy Mayor Seanna Corwin-Bradley
Trustee R. James Baker
Trustee Benjamin Seward
Trustee Aaron Davis

In **Attendance:** DPW Superintendent Mark Remington, Jennifer Mason, Sharon Rhodes, Marilyn Zaciewski, Terry Upton, Roy Anderson, Jessica Monoco, Sarah Alexander, Lisa Thompson

At 7:01pm the meeting was called to order by Mayor Nellist by administering the Pledge of Allegiance.

The **Sales tax** received for May 2019 was \$10,517.04.

The **Approval of Minutes** for the monthly meeting held May 13, 2019 was motioned for approval by Deputy Mayor Corwin-Bradley and was seconded by Trustee Davis.
The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.

Appointment of **Jennifer Mason as Deputy Clerk-Treasurer** with a term expiring March 31, 2021 at a rate of \$12.00 per hour was motioned for approval by Trustee Davis and was seconded by Trustee Seward.
The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.
The oath of office was administered by Clerk-Treasurer Amanda Detschner.

Resolution #19-2019 Authorizing the Official M&T Bank signers

WHEREAS, The Village of Baker has designated M&T Bank as the official depository of all money received by the Village Clerk-Treasurer on April 1, 2019 by Resolution #14-2019;

NOW THEREFORE BE IT RESOLVED:

Section 1: That following are authorized signers to all Village accounts at M&T Bank

Mayor- Aaron Nellist
Clerk-Treasurer- Amanda M. Detschner
Deputy Clerk-Treasurer- Jennifer Mason

Section 2: That this resolution shall take effect on June 10, 2019

A **motion to ADOPT resolution #19-2019** was made by Deputy Mayor Corwin-Bradley and was seconded by Trustee Seward.
The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.

A discussion about the Lime Energy quote to update the lighting in the Police Station/Village Hall to LED took place.
Total cost \$2,301.46 Village's Share \$979.06 National Grid will pay \$1,030.02. If the Village pays the lump sum upfront the total cost to the Village would be \$910.39. Approximately \$681.35 annual savings if conversion is completed. The Board was in agreement that it would be beneficial for the conversion to be completed.

A motion to approve the LED light installation at a cost of \$910.39 was made by Trustee Davis and was seconded by Deputy Mayor Corwin-Bradley.
The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.

The **Clerk-Treasurer's Financial Reports** were reviewed and accepted by the Board of Trustees.

- Permission for both Clerk-Treasurer & Deputy Clerk-Treasurer to attend NCMCA meeting on June 20, 2019

The Mayor felt that it was important for both the Clerk-Treasurer and newly appointed Deputy Clerk-Treasurer to attend the meeting so Jen could meet fellow clerks and network in order to help her if she needs assistance in the future. Coverage for the office will be found.

- Village Tax collection is underway, residents can pay without penalty until July 1, 2019 and then 5% penalty for the month of July, 6% for the month of August, 7% for the month of September, 8% for the month of October. Any unpaid tax amounts as of November 1, 2019 will be turned over to NC treasurer for collection in January on the Town/County tax roll.
- Clerk-Treasurer expressed concern for the periodic finding of yellow jackets in the office. Trustee Davis will investigate and if needed we will call an exterminator.

The **Public Works Report** was reviewed and accepted by the Board of Trustees.

- Robert Verheyen's resignation as Public Works Laborer effective June 1, 2019 was motioned for acceptance with regret by Trustee Seward and was seconded by Deputy Mayor Corwin-Bradley.

The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.
Bob was truly a hardworking, talented and dedicated employee that will be missed.

- Mayor Nellist inquired about the hydraulic line on the chipper that needed to be repaired-it was cracked
- Deputy Mayor Bradley inquired about filling the vacancy left by Bob; we still haven't had any applications. It will be reposed, sent to NC civil service and put in the Union Sun & Journal

Code Enforcement Report: 2 permits (sheds)-No report was submitted
8685 Main Street- As per attorney the Village should hire a structural engineer to determine if the damage is cosmetic or structural. CEO Mark Remington should complete an inspection warrant to gain access to the property.
The 2018 taxes have not been paid, as well as the 2019. December 1, 2019 if the taxes remain unpaid the IN REM process beings and if left unpaid the County will take possession in June 2020 and then it will be sold at auction “as is” the following July or August.

Mayor Nellist thanked Mark for mowing a couple places that have been abandoned. He stated that we will have to try to contact whomever we can to keep the properties kept up.

The **Police Report** was reviewed and accepted by the Board of Trustees.

Correspondence: Blue Cross & Blue Shield of WNY –Proposed rate increase of 7.6%
NC Treasurer- June 2019 Mortgage Tax Distribution
Gallorage Report-May 2019
Charter Communications-upcoming changes-May 20, 2019

Barker Public Library President Sarah Alexander sent an email to Mayor Nellist with a list of questions the Library Board had since they a meeting with the Superintendent of Schools Jacob Reimer, who made them an offer of moving into the school building particularly in the Middle School wing. The Village has had Board members attend the Library’s meetings to try to facilitate the Village’s intention of building a building that would house both the Village and the Library. The Library was asked to have a decision made by June 10, but they have not done so as of yet. They are considering not coming back into a shared building with the Village and moving to the school. Therefore, the Village has done everything in our power to be open and transparent about the process and intentions. These are the questions and answers given by the Village Board:

- If there is a lawsuit holding up claim money, when would you move forward with construction?

The fire claim will be paid out when everything is all settled, if the insurance company moves forward finding a third party liable for the damages incurred they will move ahead with a lawsuit. As for moving forward with construction, as soon as we have an agreed upon building model, drawings and the go ahead to complete demolition the project can go out to bid. These things can’t be accomplished until an answer is given by the Library as to what their intentions are moving forward.

- Would there be monthly rent or continued \$1 annually as agreed on in previous years?

At the Village work session held on June 3rd most of the Board members were happy with keeping the \$1 annual rent as long as the relationship continued to be mutually beneficial, as it has been in the past.

- Could we have a 99 year lease?

No, as per our attorney he suggests nothing longer than a 20 year lease.

- When would the Village need our decision?

As stated on two separate occasions the Village would have liked a decision by this meeting, but that has not happened. Therefore, the Village would like a decision ASAP so things can move along. The next step would be building design.

- How would the sharing of copiers and equipment work financially?

These are things that can be worked out when the time comes, the Village is looking to share services not make money off of the Library.

Trustee Davis expressed the desire to know what the Library would like to do because it will also affect the cleanup of the site, for example if we would like to have a basement it would be dug a little deeper and wider. Deputy Mayor Corwin-Bradley stated that everyone needs to keep in mind that this process is a lot of work and its time consuming, but the future of the Village and Library are at stake. At the end of this process it will be a really nice facility to meet the needs of the community for years and decades to come.

Approval of Claims and Bill Payment:

<u>Year End FY 2018/2019</u>	Abstract 013	Voucher #'s 412-438
General Fund-\$2,161.43	Water Fund-\$10,257.45	T&A Fund-\$1,400.00
Abstract 013	Voucher #'s 20	H3-Fire Acct. \$1,635.00
		TOTAL \$13,908.88
		TOTAL EXPENDITURES \$15,453.88

<u>FY 2019/2020</u>	Abstract 001	Voucher #'s 1-11
General Fund-\$5,280.33	Water Fund-\$29,979.25	TOTAL \$35,259.58

A **motion to approve the above claims and bill payment** was made by Deputy Mayor Corwin-Bradley and was seconded by Trustee Seward.
The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.

Budget Transfers:

A1410.4 Dep. C/T Contractual \$700.00 to A1325.42 Clerk-Treasurer Supplies
A1325.43 Clerk-Treasurer Training \$38.00 to A1325.4 Clerk-Treasurer Contractual
A1325.43 Clerk-Treasurer Training \$1.00 to A1325.44 Code Publishers
A1620.41 Village Hall-Electricity \$80.00 to A1620.42 Village Hall-Heat
A3120.41 Police Insurance \$0.50 to A3120.1 Police Chief PS
A3120.42 Police Gasoline \$257.00 to A3120.12 Police Officer PS
A3120.42 Police Insurance \$0.10 to A3120.46 Police Vehicle Maintenance
A3120.43 Police Uniforms \$42.00 to A3120.45 Police Supplies
A3120.44 Police Training \$100.00 to A3120.47 Police Building Maintenance
A3120.42 Police Gasoline \$76.00 to A3120.47 Police Building Maintenance
A1410.4 Dep. C/T Contractual \$100.00 to A3120.45 Police Supplies
A1410.4 Dep. C/T Contractual \$150.00 to A3120.47 Police Building Maintenance
A1410.4 Dep. C/T Contractual \$25.00.00 to A1325.41 Clerk-Treasurer Telephone

A1640.42 DPW Garage-Electricity \$5.00 to A1640.44 DPW Garage Heat
A1640.45 DPW Garage Misc. \$200.00 to A65182.4 Street Lighting
A5110.4 Street Maintenance Contractual \$40.00 to A3310.4 Traffic Control Contractual
A8560.4 Shade Trees Contractual \$1,216.00 to A8160.4 Refuse Collection Contract
A9040.8 Worker's Compensation \$51.00 to A9055.8 Disability Insurance
A1420.4 Law Contractual \$610.00 to A9060.8 Medial Insurance
A1410.4 Dep. C/T Contractual \$1,300.00 to A9060.8 Medial Insurance

F8340.12 Trans. & Distribution. –PS Laborer \$800.00 to F8340.4 Trans. & Distribution Contractual

A **motion to approve the above budget transfers** was made by Deputy Mayor Corwin-Bradley and was seconded by Trustee Baker.

The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.

Public Comment was offered by:

Sharon Rhodes: The Barker Garden Club asked for permission to use the Gazebo on Main Street July 13, 2019 from 10:00am-4:00pm. They will be hosting a garden walk and selling perennials to benefit the Barker Public Library. They will not require any help from the Village. Permission was granted.

Lisa Thompson: Inquired if she could use the Gazebo on Main Street for the summer reading program on July 2, 11, 23 and August 1st from 12:30-1:30pm. Permission was granted.

Board Comment was offered by:

Deputy Mayor Corwin-Bradley: Inquired about the use of the Main Street Gazebo on July 15th PM for a concert from Barker's Community Band to benefit the Barker Public Library. Permission was granted.

She also inquired about banners that would line Main Street and Quaker Road, like the ones in Gasport and Lyndonville to promote community spirit. They are quite expensive, but it's something to look into. Mayor Nellist liked the idea. She also gave an update on Light Up Barker event. There will be cookie decorating again, looking for a Santa, looking for someone to solicit tent donations and she has found horse drawn sleigh rides for this year.

Trustee Davis: Inquired about when the paving of Pallister Avenue would be done and crack sealing of Main Street and High Street, Mark Remington stated it would be mid July. Also, the Dollar General sidewalk will be installed as soon as the weather will cooperate by Solid Ground. Last year the weather changed to quick to get it installed, but with the wet weather this spring.

Mayor Nellist: Stated he is dealing with a concrete work on Pallister Avenue and a contractor. The contractor just did the work without any further word since February. Concrete work was done for just over \$4.00/sq. foot. If the Board want to proceed and pay until itemized invoice is provided. Stated he's not thrilled with how things happened. In the future the Local Law should be amended to require a permit for sidewalk & driveway installation. Trustee Davis stated he didn't want other homeowners to throw a bill at us. Trustee Seward stated he would like to see an itemized invoice before a decision to pay is made, Trustee Davis agreed.

A **motion for Adjournment was made at 8:13pm** by Deputy Mayor Corwin-Bradley and was seconded by Trustee Davis.

The previous was ADOPTED. AYES-5-Nellist, Corwin-Bradley, Baker, Davis, Seward NAYS-0/None Motion Carried.

The July 1st work session has been cancelled.

Next Monthly Meeting will be July 8, 2019 at 7:00pm at the Barker Fire Hall.

Respectfully Submitted,

Amanda M. Detschner, CMC, RMC, CMFO
Clerk-Treasurer