

VILLAGE OF BARKER BOARD OF TRUSTEES

MONTHLY MEETING MINUTES



March 11, 2019 7:00PM

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

In **Attendance:** DPW Superintendent Mark Remington, Aaron Davis, Leeann Mandeville and 1 participation in government student Shelby Mandeville

At **7:00pm meeting was called to order** by Mayor Nellist by administering the Pledge of Allegiance.

The **Sales tax** received for February 2019 was **\$10,361.58**.

The **Approval of Minutes** for the briefings/work sessions/budget session and monthly meetings held:

- February 11, 2019-Montly Board Meeting
- February 14, 2019-Fire Briefing
- February 21, 2019-Fire Briefing/Budget
- February 28, 2019-Fire Briefing/Budget
- March 4, 2019-Work Session/Budget
- March 7, 2019-Fire Briefing

Was made on a motion from Deputy Mayor Kerth and was seconded by Trustee Corwin-Bradley.

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

The **Appointment of Jordan Gow to the Planning Board** for a term of 5 years term ending March 2024 was motioned for approval by Trustee Corwin-Bradley and was seconded by Trustee Baker.

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

The **Acceptance of the proposal by MRB Group**, Paul Chatfield for the **programming portion of the future Village Hall and Library** building was tabled for a vote until the Board could review it more thoroughly.

The **Village Election will take place on Tuesday, March 19th, 2019 from Noon until 9:00pm** at the Barker Fire Hall, 1660 Quaker Road.

A **public hearing for the FY 2019/2020 Budget** at the annual organizational meeting being held April 1, 2019 at 7:00pm was motioned for approval by Trustee Corwin-Bradley and was seconded by Deputy Mayor Kerth.

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

A **motion to authorize the Clerk-Treasurer to close the SAM Grant #7894 checking account and the Bicentennial Park Shoreline Erosion Break Wall installation project Grant #7717203-17 checking account**, transferring the money back to the savings account was made by Trustee Baker and was seconded by Trustee Corwin-Bradley.

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

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

- ✓ Acceptance of Victoria Baker's resignation letter as Deputy Clerk-Treasurer

Mayor Nellist read the letter aloud and stated that Vicky has been an asset to the Village and we will keep her in our prayers moving forward. A **motion to accept the letter of resignation by Victoria Baker** as of March 31, 2019 was made by Deputy Mayor Kerth and was seconded by Trustee Seward.

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

- ✓ Requesting permission to begin advertisement for new Deputy Clerk-Treasurer

The Board discussed how we would advertise moving forward. Information will be posted immediately, but we won't begin accepting applications until April 1st, 2019. The consensus was to advertise around the Village at the Post Office, Barker Store, Crosby's, PWT, Village website and the fire Facebook account. Village residency is a must.

- ✓ Requesting the Village Board considers changing the employee handbook regarding vacation and comp time carry over limits

A discussion ensued about the possibility of changing the handbook policy temporarily because of the unforeseen circumstances we have had to endure the in the last 8 months. A resolution would have to be made, as well as check in with legal counsel.

- ✓ Unpaid water accounts that are not paid by March 31, 2019 will be placed on the village tax roll for collection in June, notification to each unpaid account was mailed on February 27th, 2019

The Clerk-Treasurer notified the Board of a journal entry that was made to balance the February 2019 books, after spending 25+ hours trying to solve the issue. The entry was in the amount of \$1,213.52. It can be reversed when the issue is found in the future. A motion to acknowledge the knowledge of the journal entry was made by Trustee Seward and seconded by Trustee Corwin-Bradley.

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

Mayor Nellist stated that he had a phone conversation with Document Preprocessors representatives Belinda Wilcox and Quintin Schwartz. He stated that the estimate was substantial. Phase I of the work cost \$43,545.16 and Phase II estimate came in at \$246,013.63 for digital restoration and \$352,032.28 paper restoration. Mayor Nellist stated that after talking to Quintin he feels that we may be able to get the cost down to where it will be covered by our policy. There are document that won't need to reproduced because the retention schedule. Once the items are tagged and

organized Amanda will be able to go through and identify the necessary items. Mayor Nellist also talked to NYS Archives representative Sarah Durling. She stated the Village can apply for a waiver for permanent records, but it there is a cost associated with the waiver. It was suggested that we reach out to Congressman Collins to see if we could still apply for the \$20,000 disaster recovery moneys that had to be applied for within 30 days of the event. Since we just got the quote we had no idea how much it would cost. More follow up with NYS Archives and Document Preprocessors will be had in the upcoming weeks. Mayor Nellist also spoke to Paul Chatfield about helping us get back documents associated with the Village that Chatfield Engineers and MRB have done for us in the past. Paul Chatfield was willing to help with this.

The **Public Works Report** was reviewed and accepted by the Board of Trustees.
Mayor Nellist inquired about the drainage pipe that was reported to have a large gap in between the pipes in the back yard of 1707 Quaker Road. Upon inspection by Mark a large rubber mat and cement pavers were placed on top until a permanent fix can be completed.

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

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

Correspondence: NC Sales Tax Formula 2019
Charter Communications-Programming Changes-February 20, 2019
Charter Communications-Programming Changes-February 28, 2019
Ditech Holding Corporation Bankruptcy filing deadline
NC Gallonage Report
NYCOM dues notice-no change for eight consecutive year
NC Dept of Health purchased water supplier responsibilities
NC Center for Economic Development-Planning & Zoning Board training opportunity-March 19, 2019

Approval of Claims and Bill Payment:
Abstract 010 Voucher #'s 304-340
General Fund-\$15,983.89 Water Fund-\$934.37 T&A Fund-\$700.00 TOTAL \$17,618.26
Abstract 010 Voucher #'s 1-15 H3-Fire Acct. \$70,965.04 TOTAL EXPENDITURES \$88,583.30

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

Budget Transfer: A1325.44 Code Publishers \$450.00 to A1325.41 Telephone
A1640.41 Building-Garage-Gasoline \$600.00 to A1640.43 Vehicle Maintenance
A motion to approve the above budget transfers was made by Deputy Mayor Kerth and was seconded by Trustee Corwin-Bradley.
The previous was ADOPTED. AYES-5-Nellist, Kerth, Baker, Corwin-Bradley, Seward NAYS-0/None Motioned Carried.

No **Public Comment** was offered.

Board Comment was offered by:
Deputy Mayor Kerth: Called the Niagara County Board of Elections and they are delivering the election voting booths, distance markers and 1 lock box for ballots on Thursday around 10:30am.
Trustee Corwin-Bradley: Expressed her appreciation for everything that Vicky has done for this Village and expressed an interest in doing something in the future to honor her.

A motion for **Adjournment was made at 7:40pm** by Deputy Mayor Kerth and was seconded by Trustee Seward.
The previous was ADOPTED. AYES-5-Nellist, Kerth, Baker, Corwin-Bradley, Seward NAYS-0/None Motioned Carried.

The **work session for April is cancelled** due to the Board meeting being held on the 1st Monday.

Next regularly scheduled meeting will be **Monday, April 1st, 2019 at 7:00pm** which will be the annual organizational meeting and swearing in the winners of the village election at the Barker Fire Hall.

Respectfully Submitted,

Amanda M. Detschner
Clerk-Treasurer

VILLAGE OF BARKER BOARD OF TRUSTEES

BUDGET SESSION MINTUES



March 11, 2019 6:00pm

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

In **Attendance:** DPW Superintendent Mark Remington and Aaron Davis

At **7:42pm** the **Budget Session** was **opened** by Mayor Nellist.

Mayor Nellist gave an update on the other Village's in Niagara County's tax rate history versus our history.

The Clerk-Treasurer went through line items that Mark and she went through in order to save money on the total expenditures. They were: A1410.1 decreased to \$7,000, A1620.41 decreased to \$650, A1640.43 increased to \$6,000, A 1640.45 decreased to \$3,200, A5130.2 decreased to \$14,000, A7710.42 decreased to \$400, A7110.43 decreased to \$6,300 and A8560.4 decreased to \$600 bringing the total general expenditures down to \$362,638 from \$406, 738. The water fund changing F8310.12 to \$2,500 to bring the total water expenditures to \$113,318.

Several lengthy discussions took place about why people live in Barker and the big draw of the school district. There isn't a lot of through traffic, which also makes it hard on local businesses. Other issues discussed were increasing taxes to the levy limit and the effects that would have, Police department costs and issues with having two Police departments in the same area. Ultimately Mayor Nellist stated that the board is stewards of the Village's money and that needs to be kept in mind.

Another lengthy discussion ensued about pay rates and raises. All board members made their opinions very clear. Finally the board came to the decision that they needed to step back and look at the numbers one more time before we meet again to discuss the budget. **The next budget meeting will be Thursday, March 21, 2019 at 6:00pm.**

A motion for **adjournment was made at 8:40pm** by Deputy Mayor Kerth and was seconded by Trustee Corwin-Bradley.

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

Respectfully Submitted,

Amanda M. Detschner
Clerk-Treasurer