

VILLAGE OF BARKER BOARD OF TRUSTEES  
REGULAR MEETING MINUTES



August 8, 2016 7:00PM

Mayor Aaron Nellist  
Deputy Mayor Janice M. Rider  
Trustee Gregory P. Kerth  
Trustee Scott Matheis  
Trustee Kimberly Ruffini

In **Attendance:** Police Chief W. Ross Annable, Deputy Clerk-Treasurer Vicky Baker, Phyllis Hildebrant and Dale Howard. DPW Superintendent Mark Remington was absent due to vacation.

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

The **Sales tax** received for June 2016 was \$13,632.98 an increase of \$322.60 from June 2015 An overall decrease in Sales Tax for 2016 in the amount of \$3,132.05

The **Approval of Minutes** for the monthly board meeting July 11, 2016 as submitted by Deputy Clerk-Treasurer Victoria Baker was motioned for approval by Deputy Mayor Rider and a second was offered by Trustee Matheis. All voted in favor to carry the motion.

The **Selective Insurance Quote** for 2016-2017 FY was reviewed and discussed by the Board. The renewal has an overall decrease of \$755.26 from last year's premium; this year's cost will be \$11,042.80. The approval of the FY 2016/2017 Insurance premium was motioned by Trustee Kerth and was seconded by Deputy Mayor Rider. All voted aye. Motion Carried.

The **Destruction of Records Schedule**, according to the NYS Archive's MU-1 Schedule, to be presented to the Board for approval. A motion to approve the destruction of records based on the MU-1 schedule was made by Deputy Mayor Rider and was seconded by Trustee Matheis. A unanimous vote followed to carry the motion.

The **Woodward Avenue** issue regarding Neal Gordon's access through the easement that is located off the back of Woodward Avenue to his property was updated by Mayor Nellist. Mr. Gordon had a survey done of his property and copies were sent to the Lawyer. The Lawyer stated that a more thorough review would need to be made, which he is currently working on.

The **Clerks Financial Reports** were reviewed and accepted by the Board of Trustees.

An audit of the FY 2015/2016 books by the Board of Trustees will be performed on Wednesday, August 17<sup>th</sup> at 5:30pm.

- ✍ The Annual Update Document "AUD" has been completed and filed with the NY Office of the State Comptroller, by the accountant Brown and Company LLP and the Clerk-Treasurer, which published the legal notice on August 5, 2016 in the Lockport Union, Sun and Journal.
- ✍ NYCOM Fall Training School will be held September 12-16<sup>th</sup> in Saratoga Springs, The Clerk-Treasurer and Deputy Clerk-Treasurer will be attending. The September meeting will have to be moved to September 7<sup>th</sup>. The Office will be closed Monday, September 12 through Thursday, September 16<sup>th</sup>. The Office will re-open on Friday, September 17<sup>th</sup> normal business hours.
- ✍ Unpaid Tax notices will be mailed September 1<sup>st</sup>, stating collection will remain until October 31, 2016. November 1<sup>st</sup> any remaining unpaid taxes will be sent to the County for collection on the Town/County Tax Bill in January.
- ✍ Permission was given to have the filing cabinet lock drilled out so that it can be utilized again
- ✍ NYS Citizen Preparedness Corp, a speaker at the last clerk's meeting, will run a class in our community about being prepared for emergencies. A joint class with the Town will be scheduled in the future.

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

- ✍ Milling of Main Street was completed on July 28, 2016 and looks like the paving will take place late August or early September.
- ✍ A message on the answering machine was received Thursday, August 4<sup>th</sup> about two people getting stung at the Park. Mark Remington was informed of the situation and walked the park for over an hour, in turn could not find any signs of bees. Sunday, August 7<sup>th</sup> a problem with bees was reported to the NC Sherriff's department and Deputy Mayor Janice Rider was called to investigate and take further action regarding bees at the Bi-Centennial Park, located on the lake. Upon arrival Janice and Frank found bees coming through the floor of the Gazebo. The Park was immediately closed off with tape and barrels and signs were posted that the Park was closed due to bees. This morning after attempting to get several exterminators to come out to our area, I did find a company (Al's Insect and Pest Control) that would come out this afternoon and take care of the problem in two steps. Treat the nest now and come back in 3 weeks to follow up and any bees that were not in the nest at the time of the treatment and if they start to build a new nest. The total cost will be \$630.00 for the two treatments, two installments of \$315.00.
- ✍ Mayor Nellist inquired about the mowing deck on the small Kubota that we was having problems with dropping the mowing deck without notice.

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

- ✍ 5 Permits Issued: A roof, an addition, new electrical panel, a pool and a deck

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

- ✎ Board has decided that at least 3 people must be put up for the Police Officer position before a hiring decision will be made
- ✎ Advertise for a Police Officer in the Union Sun and Journal
- ✎ Trustee Kerth inquired about the Computer Source repair bill in the August vouchers. The repair was done on Ross's computer, not the DCJS computer.
- ✎ Trustee Kerth inquired about the August Schedule and asked for a copy ASAP
- ✎ Chief Annable explained that the Police will be moving into the School on August 31<sup>st</sup>. The Niagara County work crew will be coming down to help out.

**Correspondence:**

Selective Insurance Deletions of East Avenue Property and Addition of Driver  
 NY Selection of Supplementary uninsured/underinsured Motorist Coverage  
 Modern Origin/Material Report 4/1/2016-6/30/2016  
 NYS Dept. of Transportation-GIS initiative and local inventory of streets  
 NYS Dept. of Transportation-CHIPS balance \$\$14,825.07  
 NYS Dept. of Transportation- CHIPS Pave NY balance \$1,978.39  
 WorkWell Niagara Flyer  
 NYCOM Service recognition awards for public officials with 25+ years of Service  
 NYCOM-Zombie Property and Foreclosure Prevention Law analysis  
 NYS OSC-Town of Somerset Fines to the Village \$400.00  
 NC Gallonage Report  
 Charter-Municipal Official Update- July 1, 2016  
 Charter- Programming changes- July 20, 2016  
 Annual Update Document- FY 2015/2016

**Approval of Claims and Bill Payment:** Abstract 003 Voucher #'s 58-99

General Fund-\$25,899.19 Water Fund-\$1584.52 T&A Fund-\$1,400.00 TOTAL \$28,883.71

A motion to approve the above claims and bill payment was made by Trustee Ruffini and was seconded by Trustee Matheis. All voted in favor. Motion Carried.

**Budget Transfer:** A1990.4 Contingency \$1,460.00 to A5130.2 Machinery

A motion to approve the above budget transfer was made by Deputy Mayor Rider and a second was offered by Trustee Kerth. A unanimous voted followed to carry the motion.

**Public Comment** was offered by:

Dale Howard: He stated that the Village should install digital cameras that can be watched from anywhere to curb the vandalism in the Park the Village should even call Channel 4 to see if they would set up a camera at the Lake Park so they could show it on the air. Mr. Howard also discussed the fact that the Town of Somerset has its own Police Chief, the Town Police Chief and the Village's Police Chief should sit down and iron out becoming one Police Force. Mr. Howard also stated that he was the person who called the NC Sherriff regarding the bees in the Park. He also stated that the Lake Park has been getting a lot of use from people utilizing the small park trail along Lake Ontario from Youngstown to Chaumont. The Village should capitalize this and use it as a tourism site.

Phyllis Hildebrant: Inquired about what will happen to the building that the Police are in now. Mayor Nellist said that the Board will determine that it's excess property and put it up for sale as is.

**Board Comment** was offered by:

Mayor Nellist: An application came in for DPW Laborer position. An interview will be set up with this individual soon.

Mayor Nellist stated that since the DPW Laborer position never utilizes its full amount a raise may be given to Gene Cavanaugh now without consequence. A motion to increase Gene's pay to \$12.50 per hour from \$12.00 per hour was made by Deputy Mayor Rider and was seconded by Trustee Ruffini. All voted aye. Motion Carried. Effective Immediately.

Mayor Nellist stated that the Board would like to review the employee handbook that was redone in 2013. The Clerk-Treasurer was directed to get a couple of dates from the lawyer of when he's available to meet with them.

A motion to enter into executive **session due to a personnel within the Department of Public Works** was made by Trustee Kerth at **7:45pm** and a second was offered by Trustee Ruffini. All voted in favor to carry the motion.

**All present at the Executive Session:** Mayor Aaron Nellist, Deputy Mayor Janice M. Rider, Trustee Gregory P. Kerth, Trustee Scott Matheis, Trustee Kimberly Ruffini, Clerk-Treasurer Amanda Detschner, Deputy Clerk-Treasurer Vicky Baker

A motion to exit **executive session** was made by Trustee Kerth at **8:13pm** and a second was offered by Deputy Mayor Rider. All voted aye. Motion Carried.

A motion for **Adjournment was made at 8:14pm** by Trustee Kerth and was seconded by Deputy Mayor Rider. A unanimous voted followed to carry the motion.

**Next regularly scheduled meeting will be Wednesday, September 7<sup>th</sup> at 7:00pm.**

\*Note change and no work session due to Labor Day Holiday

Respectfully Submitted,

Amanda M. Detschner  
 Clerk-Treasurer