



VILLAGE OF BARKER WORK SESSION MINTUES

August 7, 2017
6:00pm

In **Attendance:** Mayor Nellist, Deputy Mayor Kerth, Trustee Ruffini, Trustee Baker and Clerk-Treasurer Amanda Detschner

The meeting was **opened at 6:01pm** with the Pledge of Allegiance.

- Set a date for FY 2016-2017 Board Audit of financial documents

The date was set for Wednesday, August 8, 2017 at 6:00pm for Deputy Mayor Kerth and Trustee Baker to audit the books.

- Annual Update Document “AUD” has been submitted by our Accountant to the Office of the State Comptroller. A copy is in the correspondence folder to review, was also sent in email format to all Board members
- Designate the Lake Park as a State of Emergency?- Put up snow fencing to limit the Village’s liability

A discussion ensued about the meeting with Chatfield Engineers and their recommendations. Paul Chatfield recommended fencing off the bank to limit liability and declare the park a state of emergency due to the current conditions. The Clerk-Treasurer will check with the lawyer about this. Updated photos sent by the Howard’s on August 5th indicate a more severe problem than when the Park was inspected by Chatfield. The quote from Trousdale was given to Chatfield’s for reference.

A discussion also ensued about Chatfield’s looking into the drainage problem on Main Street. Paul Chatfield doesn’t believe this is run off from Pallister, but the water that flows from the curb west can be an issue due to the lack of storm water drains on that end of Main Street.

- Proposal from Chatfield to Update Capital Plan

The Board discussed moving forward with updating the Capital Improvement Plan that was last done in 2011. This document helps budgeting and can be used when applying for grant money. The quote was for \$1,350.00.

A brief summary of the **County Wide Shared Services Initiative Plan** meeting held July 28, 2017 was given by Mayor Nellist. He explained that he voted to DIFFER like many of the other municipalities. Only 2 out of the 24 represented voted to move ahead. Mayor Nellist explained there is just too much unknown about this process and the answers are still coming in on exactly how this is going to work.

A brief discussion of **the LUCA 2020 Census** paperwork was given and explained about whoever is named on the paperwork are the only ones allowed to inspect the documents due to confidentiality.

No **Public Comment** was offered.

No **Board Comment** was offered.

A motion **for Adjournment was made at 6:38pm** by Trustee Baker and was seconded by Deputy Mayor Kerth. All voted aye to carry the motion.

Next meeting is the Monthly Board Meeting, Monday, August 14’ 2017 at 7:00pm

VILLAGE OF BARKER BOARD OF TRUSTEES REGULAR MEETING MINUTES

August 14, 2017 7:00PM



Mayor Aaron Nellist
Deputy Mayor Gregory P. Kerth
Trustee James Baker
Trustee Kimberly Ruffini

In **Attendance:** Deputy Clerk-Treasurer Victoria Baker, Philip Bates and Phyllis Hildebrant. Absent from the meeting was DPW Superintendent Mark Remington and Police Chief Timothy Braugler.

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

The **Sales tax** received for July 2017 was \$12,678.44 a decrease of \$954.54 from July 2016.

The **Approval of Minutes** for the monthly board meeting held July 17, 2017 was motioned for approval by Trustee Baker and was seconded by Deputy Mayor Kerth. A unanimous vote followed to carry the motion.

The **Quotes to replace the carpeting in the Office Hallway and Board Room** were reviewed. The work will be performed while the Office is closed September 11-14.

Paul Hagen \$2,450.00

M. Carter Décor \$3,000.00

A motion to accept the quote from P. Hagen Flooring was made by Deputy Mayor Kerth and was seconded by Trustee Ruffini. All voted in favor to carry the motion.

The **Proposal to update the Capitol Plan** from Chatfield Engineers at a cost of \$1,350.00 was reviewed and discussed. The original plan was done in 2011 and should be updated to help with budgeting, prioritizing and applying for grants. Mayor Nellist read the following statement aloud:

Our Capital plan hasn't been updated since 2011. This plan is a roadmap to how we should effectively proceed as a Village into the future. This includes potential infrastructure improvements as well as developing a better picture as to what we would like to this Village is to look like in the future.

Our General Budget is slightly over \$300,000 a year, that's everything folks. I'm not sure I can stress enough how little that amount is to provide the things that we do. Very modest fluctuations in prices of commodities used in the services we provide can be budget destroying for us.

This plan may help us in the future to apply for and hopefully receive grants to aid in repair of issues within the Village, which our funding simply couldn't touch. But, more importantly it is my hope that we can develop this in such a manner that we can start to take small bites out of these problems every year and not have to be rescued by a Federal grant or be forced into a 30 year loan that is difficult for our residents to bear.

Deputy Mayor Kerth inquired about where the money would be expended from; Mayor Nellist stated it would have to come from contingency due it being so early in the fiscal year. A **motion to accept the Capitol Plan through Chatfield Engineers at a rate of \$1,350.00** was made by Deputy Mayor Kerth and was seconded by Trustee Baker. A unanimous vote followed. Motion Carried.

The Books, **Ledgers and Records of the Clerk-Treasurer for Fiscal Year June 1, 2016 through May 31, 2017** have been audited by Deputy Mayor Kerth and Trustee Baker on August 9, 2017 at 6:00pm. The records/books for January 2017 were chosen for the audit and found to be in order. Trustee Baker and Deputy Mayor Kerth stated that everything went smoothly and the Clerk-Treasurer does a great job.

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 accept the Destruction of Records Schedule was motioned for approval by Deputy Mayor Kerth and was seconded by Trustee Ruffini. All voted aye to carry the motion.

Reschedule the September meeting due to the first Monday being Labor Day and the Office staff being away the following Monday for Fall Training School. The September meeting was rescheduled for Wednesday, September 6th at 7:00pm.

A **Public Hearing was scheduled for Wednesday, September 6th at 7:00pm**, in order to comply with the CDBG Grant for the 2017 Imminent Threat Program Lake Ontario Flood Relief Program for the Bi-Centennial Park Shoreline Erosion Break wall Installation Project (Lake Park). A motion to set the public hearing for Wednesday, September 6, 2017 at 7:00pm was made by Trustee Ruffini and was seconded by Trustee Baker. All vote aye, motion carried.

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

- ✓ The NC Industrial Development Agency will hold a small business workshop in our Board room on Wednesday, August 16th from 9:30 to 10:30am.
- ✓ The Village Hall will be CLOSED Monday, September 11 through Thursday, September 14th, 2017. The Office will re-open on Friday, September 15th normal business hours.
- ✓ The Annual Update Document "AUD" has been completed and filed with the NY Office of the State Comptroller, by the accountant Brown & Company LLP and the Clerk-Treasurer.
- ✓ Unpaid Tax notices will be mailed September 1st, stating collection will remain until October 31, 2017. November 1st any remaining unpaid taxes will be sent to the County for collection on the Town/County Tax Bill in January.

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

The **Code Enforcement Report** was reviewed and accepted by the Board of Trustees. -1 roofing permit issued

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

- ✓ Police interviews will be conducted on Saturday, August 19th at 1:00pm with Mayor Nellist, Police Chief Braugler and Trustee Baker

Correspondence:

Alzheimer's Association Materials-Alzheimer's Walk Dates
A copy of the Annual Update Document 2017 "AUD"
NYSEG/RG&E Information for First Responders about Natural Gas Safety
Memorial Medical Center: The Heart Center of Niagara flyer
Charter Communications: Programming Changes & Information- July 20, 2017
Charter Communications: Programming Changes & Information- July 28, 2017
Charter Communications: Programming Changes & Information- August 4, 2017

Approval of Claims and Bill Payment: Abstract 003 Voucher #'s 72-109
General Fund-\$21,527.40 Water Fund-\$721.76 T&A Fund-\$1,400.00 TOTAL \$23,649.16
A motion to approve the above claims and bill payment was made by Deputy Mayor Kerth and a second was offered by Trustee Baker. All voted in favor to carry the motion.

Public Comment was offered by:

Phyllis Hildebrant: She inquired as to if the reduction in sales tax received had anything to do with the Brewery closing. Mayor Nellist and the Clerk-Treasurer explained where the Sales Tax comes from and how we receive it. Overall the decrease in Sales Tax is affecting the entire county and has several factors that could explain the reduction.

Phillip Bates: Stated that a resident brought a time limit to the attention of Supervisor Engert at last month's Town Board meeting about the Shoreline damage monies. He also voiced his opinions about several things in the Town.

Board Comment was offered by:

Trustee Ruffini: Stated that Lisa Thompson from the Library started a "Welcome Bag" that she delivers to new residents whenever a house is sold in the Village or Town. This is in order to help promote the Library, but is very nice and leaves a great impression on our new residents. Trustee Ruffini stated that we should thank Lisa for all the time and effort she puts into this.

Mayor Nellist: Stated that the majority of the County Wide Share Services Initiative panel voted to defer until 2018 at the meeting held July 28, 2017. Since the Mayor voted to defer on behalf of the Village, a written statement should be submitted to the County Manager and the County Public Information Officer, Christian Peck. The following is what Mayor Nellist has written:

We have decided on deferral.

Some concerns:

1. Some Municipalities may have overestimated any potential savings. What sort of issues could an inaccurate estimate result in?
2. We have no formula to tell us how this will affect our taxable levy. Is the Municipality that reduces services/cost on the hook penny for penny to reduce their taxable levy? Is the Municipality that absorbs this burden then allowed to increase theirs?
3. With so many remaining questions wouldn't it be better to allow other Counties to "test the water" first? Perhaps they may come up with other ideas that are sensible and could benefit us. In the mean time we will have more opportunity to establish concrete rules and regulations to move forward with in 2018.

I realize this opens us up to potential criticism, but I myself am willing to bear that responsibly to ensure our Village maintains its continued fiscal outlook.

Regarding the low hanging fruit, as a result of the push by the Governor for the County Wide Shared Services Initiative plan, the Village must begin to look into the future of the Police Department. If the Village is proactive about this process and the facts it will give the residents a voice in what happens, as well as ensuring the Village is being fiscally responsible. Therefore Mayor Nellist read the following statement aloud:
Along with what I mentioned earlier regarding our continued difficult decisions. I feel it is in the best interest to be looking in to the process of having a referendum on the future of our Police Department. I am very happy with the job our Chief and Officers are doing and this is in no way reflects them. My issue is that I would like to be in front of this if it does become a problem near the next budget. As I'm sure the Board is aware this is the resident's decision, not ours. However, I think it is in our duty to present them with the options.

A motion for **Adjournment was made at 7:31pm** by Deputy Mayor Kerth and was seconded by Trustee Ruffini. All voted in favor to carry the motion.

Next regularly scheduled meeting will be September, 6, 2017 @ 7:00pm.

Respectfully Submitted,

Amanda M. Detschner
Clerk-Treasurer