



VILLAGE OF BARKER WORK SESSION MINUTES

June 5, 2017

6:00pm

In Attendance: Mayor Aaron Nellist, Trustee Baker and Trustee Kerth and Clerk-Treasurer Amanda Detschner. Deputy Mayor Rider and Trustee Ruffini were absent.

Opened the meeting at 6:02pm with the Pledge of Allegiance.

- Town of Somerset would like to know the Board's opinion about going to a tri-annual billing cycle versus the quarterly one we presently have. The Town of Royalton just went to this in order to save money on labor, billing and postage. The savings to the Village would be minimal due to our size, but would be greater for the Town. There are pro's and con's.

A discussion of this ensued reviewing the proposed change. It would save the Village 230 postcard stamps, 230 postcards that the bills are printed on and Mark two days of reading meters. It would increase the amount of our minimum bill to \$94.50, which I'm sure some residents will be against. It will also be harder to track the water loss; right now we are on the same schedule as the County so it's easy to see how much water loss we have. This will be investigated to see if it would qualify for the County Wide Shared Services initiative mandated by the Governor.

- Need to do a resolution to set standard work day for the positions that report to the NYSLRS. Vicky and I went all the way back through the minutes to 1953 when the Village joined the Retirement system and I can't find where this was done

It simply stated the position and the number of hours for the standard work day, which a sample was looked at by the Board members present.

- Aaron and Janice need to re-certify their calendars or do new ones for Retirement reporting
Aaron has already done this, Janice will need to complete.

- Lake Park access agreement with the residents that reside on both sides of the Lake Park

Property Access Agreement-Sample Language

The Village of Barker, agrees to allow _____ to access the Municipal Park listed under "Site Address Where Access is Given" for a construction project to do boulder work occurring at **Huntington Beach Road, Barker, NY 14012**. The above named individual has access to the municipal park between the hours of 7:00am and 9:00pm on the date or dates indicated under "Access Date" below.

The Village understands that this is a voluntary and non-binding agreement, and that the Village is not responsible for any damages or injuries that occur during the construction project. The Village reserves the right as the legal owner of the property to revoke this agreement at any time. The Village also understands that the individual or contractor contact listed below is responsible for repairing any damage that occurs on Village property as the result of the construction project, as well as the placement of safety precautions to ensure visitors to the park are protected. Further, it is understood that the individual or contractor listed below is responsible for notifying the Village Department of Public Works Superintendent at least 24 hours prior to accessing the property.

- Removal of the equipment off of the 1998 Crown Victoria

It was stated that damage could be done to the car when removing the Police equipment from the 1998 Ford Crown Victoria, Ray Wendling used to do the Police cars when Phil Bates was an Officer. He stated that he would need the car to come to his shop and it would take approximately 4-6 hours at \$25.00 per hour.

- CDBG Grant for funds-2017 Imminent threat program Ontario Flood relief program

The quote received from Trusdell to repair the Lake Park is \$39,620

This is a grant process that needs an engineer or assessment of need from the Office of Emergency Management, has a 5% administrative component tied to it, as well as can take months or a year to receive funding. The quote to repair the lake park is low because the contractor is doing work at each of the parcels next to the Lake Park. The Village would need this money ASAP in order secure the work being done at this price. Mayor Nellist said he would make some phone calls about this.

- Resignation of Officer Kenneth Moore effective May 31, 2017

The letter was read aloud by Mayor Nellist and he stated that Chief Braughler has asked to hire someone to replace him. It will be discussed at next week's meeting.

No **Public Comment** was offered.

No **Board Comment** was offered.

A motion for **Adjournment was made at 6:50pm** by Trustee Kerth and a second was offered by Trustee Baker. All voted aye to carry the motion.

Next meeting is the Monthly Board Meeting, Monday, June 12, 2017 @ 7:00pm

VILLAGE OF BARKER BOARD OF TRUSTEES
REGULAR MEETING AGENDA

June 12, 2017 7:00PM



Mayor Aaron Nellist
Deputy Mayor Janice M. Rider-Absent
Trustee Gregory P. Kerth
Trustee James Baker
Trustee Kimberly Ruffini

In **Attendance:** DPW Superintendent Mark Remington, Phillip Bates, Dale Howard and the following Participation in Government Student: Kevin Boggs.

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

The **Sales tax** received for May 2017 was \$9,822.39 a \$302.97 decrease from May 2016.

The **Approval of Minutes** for the monthly board meeting May 8, 2016 and the **Approval of Minutes** for the special meeting held May 15, 2016 was motioned for approval by Trustee Baker and a second was offered by Trustee Kerth. All voted aye to carry the motion.

The **Public Hearing for LL#2-2017- Amending the Zoning provisions of the code of the Village of Barker** was opened at 7:01pm. Dale Howard inquired about that now this would make it easier for Businesses to operate along the south side of Main Street. The Public Hearing was closed at 7:03pm.
The proposed changes were read aloud.
A motion to adopt Local Law #2-2017 was made by Trustee Kerth and was seconded by Trustee Ruffini. The following votes were cast:

Mayor Nellist-AYE
Deputy Mayor Rider- Absent
Trustee Kerth- AYE
Trustee Baker- AYE
Trustee Ruffini- AYE
Motion Carried. Local Law #2-2017 Adopted.

Sealed Bid proposals for Refuse were opened on June 6th, 2017 at 9:32am in the Village Hall Office. Present for the opening was Chris Balbierz of Waste Management, Joe Hickman of Modern Disposal, Brian Seaman the Village Attorney, David Haylett Jr. of Seaman & Norris, Gene Cavanaugh, Mark Remington, Victoria Baker and Clerk-Treasurer Amanda M. Detschner
The arrival of the sealed bids, as well as the opening the bids were as follows:
Waste Management- Letter stating that they were not participating in our bid process
Modern Disposal- Unit Price \$215.41 Annual contract of \$43,728.23
This is a \$10,031.23 increase from what we are currently paying for refuse, which equates to a 30% increase.

A brief discussion took place about options the Village has to get into a better contract, but due to the high volume of refuse a Village produces, it's likely that a better price would be unlikely.

The Bid was reviewed by the attorney and found to be in order. **The refuse and recycling collection contract is therefore awarded to the lowest responsible bidder, Modern Disposal, for a 3 year contract** on a motion from Trustee Ruffini and was seconded by Trustee Baker. All present voted in favor to carry the motion.

A motion to **Authorize the Lake Park Access Agreement** for Mr. Howard and Mr. Brown was motioned for approval by Trustee Kerth and was seconded by Trustee Baker. A unanimous vote of those present followed. Motion Carried.

Resolution #15-2017- Standard Work Day Resolution for Employees-RS 2418
BE IT RESOLVED, the Village of Barker, Location Code 40341, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

TITLE	STANDARD WORK DAY (HRS/DAY)
Mayor and Board of Trustees	6.00
Clerk-Treasurer/Dep. Clerk-Treasurer	6.00
Police Chief and Police Officers	6.00
Dept. of Public Works Superintendent	8.00
Dept. of Public Works Laborer	8.00

A motion to adopt Resolution #15-2017 was made by Trustee Kerth and was seconded by Trustee Ruffini. All present voted aye to carry the motion. Resolution Adopted.

A **discussion of moving the water billing to tri-annual basis** instead of the current quarterly basis, as proposed by the Town of Somerset was had. Mayor Nellist stated that the savings the Village would see wouldn't be substantial and that he's not against the idea, but he feels that we need to have more information from the Town of Somerset before a decision is made. The overall consensus from the Board was to keep the same billing cycle as we currently have. This change would constitute a change in the Local Law regarding water usage and billing. Therefore, the topic is being tabled for the time being.

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

- **Authorization to increase the cash drawer in the Office to \$100 from the \$50.00 we currently keep on hand.** Without having a bank nearby it’s impossible to make change during water and tax collection due to the limited amount. We used to keep \$50.00 on hand when there was a bank across the street, but now we either get wiped out when someone uses a \$100 dollar bill to pay a minimum water bill and could be without change for a couple of days until we can get to the bank.

A motion to increase the amount of money kept in the cash drawer to \$100 was made by Trustee Baker and seconded by Trustee Ruffini. All present voted in favor to carry the motion.

- **Clerk-Treasurer will be attending the New York Municipal Clerks Institute from July 9-12th**, as this is her final year to complete her Certified Municipal Clerk designation. This will make her miss the July Board Meeting.
- Tax collection has begun as of June 1st. Taxes can be paid without penalty until June 30, 2017 after which a 5% penalty is added for July and increases one percent each month until taxes are turned over to Niagara County November 1st, 2017
- **Authorize the Clerk-Treasurer** to make any necessary budget transfers to close out the FY 2016/2017 that will be presented at the July 2017 meeting for approval

A motion to authorize the Clerk-Treasurer to make any necessary budget transfers in order to close out the FY 2016/2017 was made by Trustee Kerth and was seconded by Trustee Baker. All present voted aye to carry the motion.

- Notes from the County Wide shared services initiative meeting held June 7, 2017 at the NC training facility was read aloud by Mayor Nellist, Mayor Nellist and Clerk-Treasurer attended the meeting and will attend the next meeting on Wed, June 28th, 2017 at the Vantage Center

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

Mayor Nellist commented on the need to post the “No Trespassing “sign along the bank of the Lake Park due to erosion of the shoreline.

Trustee Kerth thanked Mark and Bob for cleaning out the drains on Pallister by Church Street, as well as questioned why they were mowing a couple passes of lawn by the sidewalk in front of 1705 Pallister Avenue when it’s the banks responsibility. It was stated that after phone calls a bank could not be located to take care of the parcel.

- Niagara County will be raising their water rates in for January 2018, from 75 cents to 90 cents per 1,000 gallons. We need to start thinking about this now in order to make sure we have enough to cover costs and the bond
- CDBG Grant for repairs for Municipally owned land that sustained damage due to high Lake Ontario Levels, we wish to proceed with this we need to set a public hearing date, as this is part of the grant form

As of June 12th we have lost 9 feet of shoreline at the Lake Park, a discussion was had on how to proceed with the emergency money, which was listed in the above grant process (which is quite extensive). A new quote was received for \$17,000 which is considerably less than the original quote received at \$39,620. Numerous phone calls have been made to Assemblyman Mike Norris, as well as the representatives at Homeland Security. The Board chooses to table the discussion at this time. Mayor Nellist encouraged the Board to keep a pulse on this issue. An emergency meeting maybe called if needed to address the issue.

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

- 3 permits issued: a shed, an above ground pool and a remodel
- Appearance tickets have been mailed to the 5 remaining violators.

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

- The Resignation letter of Officer Kenneth Moore was read aloud.

A motion to accept the resignation was made by Trustee Ruffini and a second was offered from Trustee Baker. All present voted in favor to carry the motion.

- Removal of the equipment from the 1998 Crown Victoria by Ray Wendling. It will take 4-6 hours at \$25.00 per hour. Once all the equipment is removed the car can be placed out for bid.

A motion to allow Ray Wendling to remove the equipment from the 1998 Ford Crown Victoria unmarked Police car was made by Trustee Baker and was seconded by Trustee Kerth. All present voted aye to carry the motion.

- Approval for Chief Braughler to hire another Officer to replace Officer Moore

A motion to allow Chief Braughler to hire another Officer to replace Officer Moore was made by Trustee Kerth and was seconded by Trustee Baker. All present voted in favor. Motion Carried.

Correspondence:

United Way-Buffalo Bison’s Day- August 18th

Modern Disposal-Declination of Refuse Contract –only 52 days notice

Benetech Advertisement

Letter Michael Norris, Assemblymen wrote to Governor Cuomo about Lake Ontario Shoreline erosion

Thank you from Roswell Park from the donation in Mary Petrus name (Kathie Smith’s daughter) made by the employees

Healthy Minds of Niagara newsletter

Municipal Workshop held Thurs., June 15th in Batavia

National Grid 10,000 trees and growing program

NC Gallonage Report

NC Center for Economic Development newsletter

Blue Cross and Blue Shield-proposed increase in Health Insurance -8% increase proposed

Selective-Notice of Change in Policy Terms

Town of Somerset Letter/Form to Lake Shore landowners

Emerling Insurance Agency-Request for Insurance quote for renewal in August-C/T directed to reach out to this agency

NC Office of the County Manager-next County-wide Shared Services Initiative Panel Meeting- June 28, 2017 at Vantage Center (NC Center for Economic Development) at 2:00pm

Approval of Claims and Bill Payment: Abstracts 013 (End of FY 2016/2017) Voucher #'s 417-444
General Fund-\$9,175.69 Water Fund-\$493.72 T&A Fund-\$1,400.00 TOTAL \$11,069.41
A motion to approve the claims and bill payment listed above was made by Trustee Ruffini and a second was offered by Trustee Kerth. All present voted in favor. Motion Carried.

Abstracts 001 Voucher #'s 1-27
General Fund-\$6,937.28 Water Fund-\$30,108.23 T&A Fund-\$700.00 TOTAL \$37,745.51
A motion to approve the claims and bill payment listed above was made by Trustee Baker and was seconded by Trustee Kerth. All present voted aye. Motioned Carried.

Budget Transfers: A1420.4 Law Contractual \$419.00 to A1325.42 Clerk-Treasurer Supplies
A1420.4 Law Contractual \$9.00 to A1325.42 Clerk-Treasurer Training
A1640.41 DPW Gasoline \$232.00 to A1640.45 DPW Misc. Supplies
A1910.4 Insurance \$72.00 to A1920.4 Municipal Association Dues
A3120.42 Police Gasoline \$994.00 to A3120.45 Police Supplies
A3120.12 Police Officers PS \$1,128.00 to A3120.45 Police Supplies
A5110.1 PS Laborer \$548.00 to A5182.4 Street Lighting
A9010.8 State Retirement \$2700.00 to A8160.4 Refuse Collection Contract
A9015.8 Police Retirement \$100.00 to A8160.4 Refuse Collection Contract
A9030.8 Social Security \$236.00 to A9060.8 Medical Insurance
A motion to approve the above budget transfers was made by Trustee Baker and was seconded by Trustee Kerth. All present voted in favor. Motioned Carried.

Public Comment was offered by:
Phillip Bates: Mr. Bates questioned why Ross resigned. Mayor Nellist stated that he can go back and read the minutes, but would not comment further as it was a personnel issue. Mr. Bates questioned how much the Police department worked for the month of May. He also stated that Quaker Road has become a race track due to the lack of coverage and that it needs to be patrolled in order to keep residents safe. Mr. Bates stated that in Florida insurance rate increase after a natural disaster, this will most likely happen as a result of the high levels of Lake Ontario and the impact that it is having on the shoreline.
Dale Howard: Thanked Mark for the diligent work he has done in order to preserve the Lake Park. Mr. Howard stated that Mark has really done his part to gather information and call the appropriate people in order to get answers.

Board Comment was offered by:
Trustee Ruffini: Are we still having a work session on July 3rd? The consensus was to cancel it and if something comes up, we'll schedule it for a different date.

A motion for **Adjournment was made at 8:02pm** by Trustee Baker and was seconded by Trustee Kerth. All present voted in favor. Motion Carried.

Work Session meeting scheduled for will be July 3rd, 2017 is cancelled.
Next regularly scheduled meeting will be July 10th, 2017 at 7:00pm.

Respectfully Submitted,

Amanda M. Detschner
Clerk-Treasurer