

# VILLAGE OF BARKER BOARD OF TRUSTEES



## Annual Organizational Meeting

April 1, 2024 7:00PM

Barker Fire Hall

Mayor Seanna Corwin-Bradley  
Trustee Aaron Davis  
Trustee Melanie Hirschman  
Trustee Val DiTommaso  
Trustee Zander Detschner

### Attendance

At 7:00pm meeting is called to order by Mayor Corwin-Bradley by administering the Pledge of Allegiance  
Clerk-Treasurer Detschner will administer the oath of Office to Trustee DiTommaso and Trustee Detschner

### Mayoral Appointments:

Code Enforcement Officer: Mark Remington  
Official Newspaper: Union Sun & Journal  
Village Attorney: Daniel Seaman, Seaman & Norris LLP  
Alternate Village Attorney: Thomas Caserta  
Village Engineer: Barton & Loguidice  
Planning Board- Julie Hunter (exp. 3/31/2028)  
Zoning Board-Dale Corwin (exp. 3/31/2027)  
Zoning Board- (exp. 3/31/2027)

Clerk-Treasurer Detschner will administer the Oath of Office for the above Mayoral Appointments

### Mayoral Assignments for the Board of Trustees:

Deputy Mayor: Aaron Davis  
-Property Maintenance and Improvements  
-Grant, Research, Policies and Procedures  
- Fleet Equipment Maintenance and procurement  
-Parks, Recreation & Main Street Beautification

### PUBLIC HEARING FOR THE TENTATIVE BUDGET FY June 1, 2024-May 31, 2025

General Fund-\$570,617	Tax Rate at \$7.90 /M
<u>Water Fund- \$101,258</u>	
<b>TOTAL \$ 671,875</b>	

### Resolution # 4-2024- Adoption of the FY 2024-2025 Budget and Set the Tax Rate

WHEREAS, the tentative budget for the fiscal year 2024-2025 has been duly presented to the Board of Trustees by the Budget Officer and  
WHEREAS, a duly advised public hearing has been held thereon,  
THEREFORE BE IT RESOLVED, pursuant to section 5-508 (4) of Village Law, that the said tentative budget as changed, altered and revised, be and hereby adopted as the Budget of the Village of Barker for the fiscal year 2024-2025  
THEREFORE BE IT FURTHER RESOLVED that the tax rate for the fiscal year 2024-2025 budget be set at \$7.90 per thousand.

The Sales tax received for March 2024 was \$14,766.00 an increase of \$229.24 from March 2023.

The Approval of Minutes for the Monthly Board Meeting March 11, 2024

**Election Results: A total of 29 ballots were cast on Tuesday, March 19, 2024**

**Trustee: 2 year term-2 seats**

*Val DiTommaso 19*

*Alexander Detschner 22*

Write In: None

**Resolution # 5-2024- Investment Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 6-2024- Procurement Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 7-2024- Ethics Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 8-2024- Fund Balance Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 9-2024- Work Place Violence Prevention Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 10-2024- Sexual Harassment Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution #11-2024- Mileage Allowance**

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their automobiles while performing their official duties on behalf of the Village of Barker; and

WHEREAS, the rate determined by the IRS may change throughout the year, at any point shall the rate of reimbursement change it shall change the reimbursement allowed under Village Policy, as well.

NOW THEREFORE BE IT RESOLVED,

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of 67 cents per mile.

Section 2. That this resolution takes effect immediately.

**Resolution #12-2024- Advanced Approval of Claims**

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit claims for public utility services, postage, freight and express charges, and

WHEREAS, all such claims shall be presented at the next regular meeting for audit; and

WHEREAS, the claimant and officer incurring or approving the same shall be jointly and severally liable for any movement disallowed by the Board of Trustees;

NOW THEREFORE BE IT RESOLVED,

Section 1. That the Board of Trustees authorizes payment in advance of audit claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That is resolution shall take effect immediately.

**Resolution #13-2024- Attendance at Schools and Conferences**

WHEREAS, there is to be held during the coming fiscal year:

New York State Conference of Mayors and Fall Training School for Board members and Clerks

New York State Conference of Mayors Public Works Training School

New York Association of Local Government Records Officers

Niagara County Municipal Clerks Association meetings

Niagara County MuSIP Ad Hoc Advisory Committee

Niagara County Association of Town Highway Superintendents

Western New York Water Works Association

Western New York Fire Marshall's Inspectors Association

Niagara Frontier Building Officials Association

New York State Municipal Finance Officers Association

New York State Office of the State Comptroller

New York State Association of City and Village Clerks

New York State and Local Retirement System

New York State Association of Tax Receivers & Collectors

International Municipal Clerks (IIMC) Approved Institute

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

That the Superintendent of Public Works, Clerk-Treasurer, Deputy Clerk-Treasurer and Building Inspector be authorized to attend these previously names meetings with the understanding that their primary responsibilities to the Village are met. This resolution shall take effect immediately.

#### **Resolution #14-2024 Designation of Official Depository**

WHEREAS, the Board of Trustees of the Village of Barker has determined that Village Law 4-412(3)(2) requires the designation of the banks or trust companies for the deposit of all Village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees of the Village of Barker does hereby designate M&T as the depository of all money received by the Village Clerk-Treasurer

Section 2: That this resolution shall take effect immediately.

#### **Resolution # 15-2024- Setting the Monthly Meetings of the Village of Barker Board of Trustees, regular work sessions and setting the Annual Organizational Meeting**

WHEREAS, the Village of Barker Board of Trustees meets on a monthly basis; and

WHEREAS a regular time and day for these meetings is necessary to provide public attendance

THEREFORE BE IT RESOLVED that the first Monday of the month is hereby established as the regular work session at six o'clock PM in the Village Hall and

THEREFORE BE IT RESOLVED that the monthly meetings of the Village of Barker Board of Trustees shall be held on the second Monday of each month at seven o'clock PM in the Barker Fire Hall until the new Village Hall/Library building is opened and

THEREFORE BE IT FURTHER RESOLVED that the annual organizational meeting of the Village of Barker Board of Trustees shall be held on the first Monday of April at seven o'clock PM replacing the regular Board Meeting for April.

#### **Resolution #16-2024- Procedure for Calling Special Meetings**

WHEREAS. It is not uncommon for special meetings to be necessary in the addition to the regular meetings of the Village of Barker Board of Trustees, and

WHEREAS, it is necessary, as well, to have a procedure for calling such meetings, and

WHEREAS, it is also necessary to notify the public and the news media of these special meetings,

THEREFORE BE IT RESOLVED, that these special meetings may be held at the request of the Mayor alone and/or at the request of two or more Trustees, and

THEREFORE BE IT FURTHER RESOLVED that the Clerk-Treasurer will notify each member individually and that in the absence of the Clerk-Treasurer, the Mayor will provide the notification and

That this resolution shall take effect immediately.

**Unpaid Water-** Authorize the Clerk-Treasurer to collect unpaid water rents, delinquent as of April 1<sup>st</sup>, 2024 by sending the outstanding amounts to Niagara County Department of Real Property for placement on the Village Tax Roll. The total unpaid amount as of April 1, 2024 is \$11,012.87

**Unpaid Extra Garbage Cart Fee-** Authorize the Clerk-Treasurer to collect unpaid extra garbage cart fees (additional carts requested by Village residents above and beyond the free tote provided by the Village), delinquent as of April 1<sup>st</sup>, 2024 by sending outstanding accounts to Niagara County Department of Real Property for placement on the Village Tax Roll as an miscellaneous charge. Three septate notices have been sent to residents who currently have unpaid fees. The total unpaid amount as of April 1, 2024 is \$250.00 from three residents.

**Authorize concrete/sidewalk completion at the new Village Hall/Library building.** Sidewalk along east wall of the building and wrapping around the south wall to the back entrance door of the Village Hall Office, as well as concrete for the flagpole that will be located in the northeast corner of the parking lot. 75'x5' of sidewalk, flagpole 20'x5'

Quotes received:

MJP contracting \$4,500.00

Hy-Tech Concrete \$4,100.00

**Authorize custom vinyl graphics for the new Village Hall/Library building meeting room by JBR GrafX in the amount of \$2200.00.** The graphics will be of the original pony engine and original train depot building.

**Clerk-Treasurer's Financial Reports** were not submitted due to the bank statements not being released.

- ✓ Water bills will be mailed April 8th and are due May 10<sup>th</sup> without penalty
- ✓ Spring 2024 Newsletters will be prepared shortly and will be mailed when the Annual Drinking Water Quality Report is finalized after it is sent by Niagara County. Any contributing articles please by in by April 12<sup>th</sup>
- ✓ CDBG Stormwater Study grant kickoff with Barton & Loguidice will be held April 4, 2024 and they will be on site all day gathering information

#### **Public Works Report**

**Code Enforcement Report**

1 permit- porch

**Correspondence:** Village's Fiscal Stress Report & Environmental Stress Report- No Designation  
NC Gallonage Report

**Approval of Claims and Bill Payment:** Abstract 011 Voucher #'s 343-368  
General Fund-\$13,465.31 Water Fund-\$1077.48 T&A Fund-\$717.42 \$TOTAL \$15,260.21

**Budget Transfers:** A5410.4 Sidewalks Contractual \$15,000.00 to A1620.44 Village Hall Contractual

**Public Comment**  
**Board Comment**

**Adjournment**

**Next work session will be Monday, May 6, 2024 @ 6:00pm @ Barker Fire Dept, 1660 Quaker Road**  
**Next regularly scheduled meeting will be Monday, May 13, 2024 @ 7:00pm at the Barker Fire Dept., 1660 Quaker Road**