

# VILLAGE OF BARKER BOARD OF TRUSTEES



## Annual Organizational Meeting

April 4, 2022 7:00PM

Barker Fire Hall

Mayor Aaron Nellist  
Deputy Mayor Seanna Corwin-Bradley  
Trustee Aaron Davis  
Trustee Melanie Hirschman  
Trustee David Quiett

### Attendance

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

Clerk-Treasurer Amanda Detschner **administers the oath of Office** to Deputy Mayor Corwin-Bradley and Trustee David Quiett

### Mayoral Appointments:

Village Historian: Pete Devereaux  
Official Newspaper: Union Sun & Journal  
Village Attorney: Daniel Seaman, Seaman & Norris LLP  
Alternate Village Attorney: Thomas Caserta  
Village Engineer: Barton & Loguidice  
Registrar-Tracy Carmer  
Ethics Board-Philip Bates (exp.3/31/2027)  
Ethics Board-vacant (exp. 3/31/2026)  
Planning Board-vacant (exp. 3/31/2026)  
Planning Board-vacant (exp. 3/31/2023)  
Zoning Board-Robert Wendler (exp. 3/31/2025)

### Oath of Office for the above Mayoral Appointments

### Mayoral Assignments for the Board of Trustees:

- 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, 2022-May 31, 2023

General Fund-\$378,703 Tax Rate at \$7.70

Water Fund- \$84,769

**TOTAL \$ 463,472**

### Resolution # 4-2022- Adoption of the FY 2022-2023 Budget and Set the Tax Rate

WHEREAS, the tentative budget for the fiscal year 2022-2023 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 2022-2023

THEREFORE BE IT FURTHER RESOLVED that the tax rate for the fiscal year 2022-2023 budget be set at \$7.70 per thousand.

The **Sales tax** received for March 2022 was \$12,311.09 an increase of \$2,830.96 from March 2021.

The **Approval of Minutes** for the Monthly Board Meeting March 14, 2022

Budget Session meeting held March 21, 2022

**Election Results: A total of 26 ballots were cast on Tuesday, March 15, 2022**

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

***Seanna Corwin-Bradley 24***

***David Quiett 26***

Write In: None

**Resolution #5-2022 Establishment of a Capital Reserve: AKA "Equipment Reserve Fund"**

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the "Equipment Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment. The type of equipment to be financed from the Reserve Fund is the acquisition of any equipment for use by Department of Public Works including by way of example, but not limitation, trucks, mower tractors, wood chippers and tractors.

The Village Clerk-Treasurer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Clerk-Treasurer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village. Any interest earned for capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Clerk-Treasurer shall account for the Reserve Fund in a manner which maintains the spate identity of the Reserve Fund and shows the date and mount of each sum paid into the fund, interest earned by the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

**Resolution # 6-2022- Investment Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 7-2022- Procurement Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 8-2022- Ethics Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 9-2022- Fund Balance Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 10-2022- Work Place Violence Prevention Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution # 11-2022- Sexual Harassment Policy**

This policy is on file with the Village Clerk-Treasurer

**Resolution #12-2022- 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 58.5 cents per mile.

Section 2. That this resolution takes effect immediately.

**Resolution #13-2022- 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 #14-2022- 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 Fiscal Officers and Municipal 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
- 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 #15-2022- 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 # 16-2022- 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/Police Station and

THEREORE BE IT RESOLVED that he 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 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 #17-2022- 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>, 2022 by sending the outstanding amounts to Niagara County Department of Real Property for placement on the Village Tax Roll. The total of unpaid amount as of April 1, 2022 is \$16,659.83

**Resolution #18-2022- Unpaid Water Accounts greater than \$1,000 authorization to Re-L Levy onto Village Tax Roll for Collection**

WHEREAS the Village is required pursuant to NYS Village Law § 11- 1118 to re-levy any unpaid water rents onto the upcoming Village tax bill and WHEREAS, since the onset of COVID-19 in March of 2020 the Village has been unable to re-levy outstanding unpaid water account balances due to the moratorium on water service terminations and moratorium of re-levy of water accounts in 2021 creating large unpaid water account balances; and

and WHEREAS the County of Niagara requires authorization to re-levy any delinquent water bill greater than \$1,000, NOW THEREFORE BE IT RESOLVED, the Village of Barker Board of Trustees authorizes the Niagara County Real Property Department to re-levy all delinquent water accounts, including those owing over \$1,000, onto 2022-2023 Village tax bills.

**Clerk-Treasurer’s Financial Reports**

- ✓ Water bills will be mailed April 8<sup>th</sup> and are due May 10<sup>th</sup> without penalty

**Public Works Report  
Code Enforcement Report**

- Correspondence:**
- PWT Restaurant-Liquor License Renewal letter
  - Seaman & Norris-Equipment Reserve Fund letter
  - Spectrum-billing changes
  - Charter Communications-Upcoming changes-March 18, 2022
  - Charter Communications-Updated programming changes-March 21, 2022
  - Charter Communications-packages with partial content
  - Charter Communications-Programming changes-March 29, 2022
  - Charter Communications-Programming change update-March 31, 2022
  - Charter Communications-Programming change-April 1, 2022
  - NC Gallonage Report

**Approval of Claims and Bill Payment:** Abstract 011 Voucher #'s 361-385 H3-Fund Voucher #52  
General Fund-\$7,285.22 Water Fund-\$145.48 T&A Fund-\$1,400.29 H3-Fund-\$9,730.14 \$TOTAL \$18,561.13

- Budget Transfers:**
- A1325.4 Clerk-Contractual \$125.00 to A1325.42 Clerk-Supplies
  - A1325.43 Clerk-Training \$500.00 to A1325.42 Clerk-Supplies
  - A5110.1 Laborer PS \$3,000.00 to A1420.4 Law-Contractual
  - A8140.4 Storm Sewers \$995.00 to A1910.4 Insurance
  - A1620.41 Village Hall-Electric\$100.00 to A1620.42 Village Hall-Heat
  - A1450.4 Election Contractual \$80.00 to A1620.42 Village Hall-Heat
  - A1640.43 DPW-Vehicle Maintenance \$450.00 to A1640.41 DPW Gasoline
  - A1640.45 DPW-Miscellaneous \$500.00 to A1640.44 DPW-Heat
  - A7110.43 Parks-Miscellaneous \$1500.00 to A5182.4 Street Lighting

**Public Comment  
Board Comment  
Adjournment**

**Next special meeting will be Monday, May 2, 2022@ 6:00pm @ the Barker Fire Department  
\*Public hearing on the harboring of hen chickens within the limits of the Village**

**Next regularly scheduled meeting will be Monday, May 9, 2022 @ 7:00pm at the Barker Fire Hall**