



VILLAGE OF BARKER BOARD OF TRUSTEES
Annual Organizational Meeting
April 5, 2021 7:00PM
Barker Fire Hall

Mayor Aaron Nellist
Deputy Mayor Seanna Corwin-Bradley
Trustee Aaron Davis
Trustee Jordan Gow
Trustee Melanie Hirschman

COVID-19 Precautions in Place: Masks worn at all times, frequent hand sanitizing and social distancing

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 Mayor Nellist, Trustee Aaron Davis and Trustee Melanie Hirschman

Mayoral Appointments:

Clerk-Treasurer: Amanda M. Detschner
Deputy Clerk-Treasurer: Jennifer Mason
Code Enforcement Officer: Mark Remington
Village Historian: Pete Devereaux
Official Newspaper: Union Sun & Journal
Registrar: Tracy Carmer
Village Attorney: Daniel Seaman, Seaman & Norris LLP
Alternate Village Attorney: Thomas Caserta
Village Engineer: Barton & Loguidice
Planning Board: Term Expires 2026
Planning Board: Phyllis Hildebrandt Term Expires 2025
Planning Board: Art Harris Term Expires 2025
Planning Board: Term Expires 2023
Zoning Board: Robert Wendler Term Expires 2022
Zoning Board: Dale Corwin Term Expires 2023
Zoning Board: Joseph Naish Term Expires 2023

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, 2021-May 31, 2022

General Fund-\$375,645 Tax Rate at \$7.70
Water Fund- \$83,866
TOTAL \$ 459,511

Resolution # 12-2021- Adoption of the FY 2021-2022 Budget and Set the Tax Rate

WHEREAS, the tentative budget for the fiscal year 2021-2022 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 2021-2022.
THEREFORE BE IT FURTHER RESOLVED that the tax rate for the fiscal year 2021-2022 budget be set at \$7.70 per thousand.

The **Sales tax** received for March 2021 was \$9,480.13 a decrease of \$230.48 from March 2020. A year to date decrease of \$1,736.26.

The **Approval of Minutes** for the monthly board meeting/budget session March 8, 2021
Emergency Meeting held March 29, 2021

Election Results: A total of 28 ballots were cast on Tuesday, March 16, 2021

Mayor: 2 year term

Aaron Nellist- 26

Write-In: Karen Corwin-1

Trustee: 2 year term-2 seats

Aaron Davis 26

Melanie Hirschman 28

Write In: Philip Bradley 1

Resolution # 13-2021- Investment Policy

This policy is on file with the Village Clerk-Treasurer

Resolution # 14-2021- Procurement Policy

This policy is on file with the Village Clerk-Treasurer

Resolution # 15-2021- Ethics Policy

This policy is on file with the Village Clerk-Treasurer

Resolution # 16-2021- Fund Balance Policy

This policy is on file with the Village Clerk-Treasurer

Resolution # 17-2021- Work Place Violence Prevention Policy

This policy is on file with the Village Clerk-Treasurer

Resolution # 18-2021- Sexual Harassment Policy

This policy is on file with the Village Clerk-Treasurer

Resolution # 19-2021- 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 57.5 cents per mile.

Section 2. That this resolution takes effect immediately.

Resolution # 20-2021- 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 this resolution shall take effect immediately.

Resolution #21-2021- 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 named meetings with the understanding that their primary responsibilities to the Village are met. This resolution shall take effect immediately.

Resolution # 22-2021- 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 # 23-2021- 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

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 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 # 24-2021- 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.

Resolution # 25-2021-Establishing a Cell Phone Stipend for the Clerk-Treasurer

WHEREAS, it's the Village's expectation that the employees and Elected Officials designated as key personnel be accessible during duty hours, after duty hours, on weekends and on Holidays to respond to emergencies or other events/activities requiring recall; and

WHEREAS, privately owned cell phones are the primary means of communication that said key employees/elected officials utilized on a daily basis in conducting business/performing their assigned responsibilities and for recall; and

WHEREAS, the Superintendent of Public Works and Mayor already receives a \$25.00 stipend per month towards the cost of his personal cell phone premium; and

WHEREAS, the Clerk-Treasurer will now be paid a \$25.00 stipend per month, starting June 2021; and

WHEREAS, it's the duty of the individual receiving the cell phone stipend to ensure that they maintain a properly working device at all times; and

WHEREAS, in arriving at the terms and conditions in the Resolution, the Board of Trustees and employees/elected officials covered by this resolution recognize that this Resolution may be amended in the future at any time;

NOW THEREFORE BE IT RESOLVED, that the Village of Barker Board of Trustees hereby approves the employee phone stipend as stated above.

**Resolution #26-2021 Proposed Action: Village of Barker Municipal Building Facility Replacement Project
RESOLUTION DECLARING THE INTENT OF THE VILLAGE OF BARKER VILLAGE BOARD
TO ACT AS LEAD AGENCY**

WHEREAS, the Village of Barker (Village) is proposing the Village of Barker Municipal Building Facility Replacement Project (Project), located in the Village of Barker, Niagara County, New York; and

WHEREAS, the Project has been classified as a "Type I Action" as defined by the State Environmental Quality Review Act (SEQRA) in 6 NYCRR Part 617.4; and

WHEREAS, it is the intent of the Village of Barker Village Board to assume the role of "Lead Agency" for purposes of conducting a SEQRA assessment of the Project; and

WHEREAS, Part I of a Full Environmental Assessment Form (FEAF) has been completed, reviewed by the Village of Barker Village Board, and will be circulated to all Interested and Involved Agencies for purposes of establishing the Village of Barker Village Board as "Lead Agency" in accordance with 6 NYCRR Part 617.6(b).

NOW, THEREFORE, BE IT

RESOLVED AND DETERMINED, that the Mayor of the Village of Barker hereby is authorized to sign Part I of the FEAF (page 13); and it is further

RESOLVED AND DETERMINED, that the Village of Barker will send said Part I of the FEAF and associated site figure to any “Interested and Involved Agencies” under cover of a “Notice of Intent to Establish Lead Agency” letter for purposes of establishing Lead Agency status under the SEQRA; and it is further

RESOLVED, that the Mayor of the Village of Barker and the Village Board, together with the Village of Barker Attorney and B&L, are hereby authorized to take all actions, serve all notices, and complete all documents required to give full force and effect to this determination.

The question of the adoption of the foregoing resolution was duly put to a vote, and upon roll call, the vote was as follows:

Aaron Nellist, Mayor
Seanna Corwin-Bradley, Deputy Mayor
Melanie Hirschman, Trustee
Jordan Gow, Trustee
Aaron Davis, Trustee

Unpaid Water- Authorize the Clerk-Treasurer to collect unpaid water rents, delinquent as of April 1st, 2020 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, 2020 is \$8,505.42.

Clerk-Treasurer’s Financial Reports

- ✓ Water bills will be mailed April 9th and are due May 10th without penalty
- ✓ Need Spring Newsletter input or contributions by April 12
- ✓ The Village received their fiscal stress score from the Office of the State Comptroller for year 2020
Fiscal Stress Score was 6.7 =No Designation
Environmental Stress Score was 6.7=No Designation
- ✓ Another Fire King Lateral Filing Cabinet is needed because the previous one purchased is at capacity
Safety File \$5,399.00 + Delivery & Set up \$295.00= \$5,694.00
Amazon \$5,399.00 free delivery but to have a company put it in place would add \$700.00= \$6,099.00
Office Furniture2go.com \$5,399.00 + \$395 for shipping +charge to move into the building \$700.00= \$6,494.00

Public Works Report Code Enforcement Report Police Report

Correspondence: 2020 NYS OSC Fiscal Stress Calculation Results= No Designation
Walmart Account information- March 15, 2021
BAS is now Edmunds GovTech-Upcoming changes-March 18, 2021-Could result in large cost for Tax Software
NYS DOT CHIPS letter- Available rollover amounts- March 26, 2021
National Grid-upcoming changes to our Bills- March 29, 2021
National Grid-Worker Safety pamphlet
Charter Communications-Upcoming changes to programming-March 09, 2021
Charter Communications-Upcoming changes to programming-March 29, 2021
NC Gallonage Report

Approval of Claims and Bill Payment: Abstract 011 Voucher #'s 329-360 H3-Fund Voucher #44
General Fund-\$7,559.47 Water Fund-\$2,554.21 T&A Fund-\$700.00 H3-Fund-\$25,922.00 TOTAL \$36,735.68

Budget Transfers: A1325.43 Clerk-Training \$300.00 to A1325.41 Clerk-Telephone
A1325.43 Clerk-Training \$250.00 to A1450.4 Election Contractual
A1990.4 Contingency \$1,600.00 to A3120.43 Police Uniforms
A3120.47 Police Building Maintenance \$25.00 to A3120.46 Police Vehicle Maintenance

Public Comment Board Comment Adjournment

**Next work session will be Monday, May 3, 2021 @ 6:00pm @ the Barker Fire Department
Next regularly scheduled meeting will be Monday, May 10, 2020 @ 7:00pm at the Barker Fire Hall**