

Minutes

Village Board of Trustees

January 11th, 2018

A meeting of the Village of Horseheads Board of Trustees was held on the above date at 7:00 p.m.

Present were:

<u>Village Board and Staff</u>	
Mayor Louise McIntosh Trustee Mike Skroskznik Trustee Pat Gross Trustee Bill Goodwin Trustee Rob Maloney Village Manager Brad Lytle	Village Atty. John Groff Manager's Asst. Rachel Baer Clerk-Treasurer Donna Dawson Water Dir. Chris Lawrick Police Chief Tom Stickler
<u>Others Present.</u>	
Ryan Wheeler, Canal St. Tom Rupp, Tift Ave. Joshua Baker, Steuben St. Kelley, Michael Maloney, Westlake St.	Police Officers Scott McGrain, Seth Zawko, Cory Rose, Sean Murray

Mayor McIntosh conducted the Swearing in of new Police Officer Cory Rose, and the promotion to Sergeant of Officer Seth Zawko.

Resolution by Trustee Skroskznik, seconded by Trustee Maloney

BE IT RESOLVED, that the reading of the minutes of the Board of Trustees Meeting of December 14, 2017 be dispensed with and the same stand approved as entered by the Clerk.

Roll Call Vote:

Mayor McIntosh:	Aye
Trustee Skroskznik:	Aye
Trustee Gross:	Aye
Trustee Goodwin:	Aye
Trustee Maloney:	Aye

Financial Reports - Clerk-Treasurer Donna Dawson briefed the Board on the current financial reports. Donna came forward to review the financial reports:

- Expenses are down, revenues are up
- Gen fund expenses down 3%, NYS retirement was 9K less than budgeted
- Police expenses down of 45k due to retirement of an officer
- Sales tax down 40k over last year. Receive 36k up through December 2017 with last year's fiscal calculation. Next check will be with the new calculation.
- Water expenses down
- Liability insurance reduced by 10k
- Utility billing a big savings

Clerk Dawson reviewed items that she recommends be considered for the new budget:

- Increase fees for tax clearances
- Increase fees for water testing requirements for NYS

Resolution by Trustee Gross, seconded by Trustee Goodwin

BE IT RESOLVED, that a 1998 GMC Yukon (VIN#.....13993), used by the Parks & Rec Department, is hereby declared as surplus, and the Village Manager is authorized to dispose of same either by sale, or as scrap if same has no value.

Roll Call Vote:

Mayor McIntosh:	Aye
Trustee Skroskznik:	Aye
Trustee Gross:	Aye
Trustee Goodwin:	Aye
Trustee Maloney:	Aye

Resolution by Trustee Skroskznik, seconded by Trustee Maloney

WHEREAS, Barrington Associates has offered to dedicate the water distribution system built as part of the construction of Barrington Estates West Subdivision - Phase 2E, servicing Lots 83-88, as depicted on a map of Weiler Associates dated September 22, 2016, Job No. 15626, Map title Barrington West Phase 2E, and

WHEREAS, Don Gaylord, on behalf of the Village of Horseheads Water Department, inspected the water distribution system constructed as part of this phase, and

WHEREAS, Fagan Engineers has conducted hydrostatic pressure tests and disinfection tests and made the necessary certification to the Village, and

WHEREAS, Village Manager Brad Lytle and Water Director Chris Lawrick have reviewed the reports and recommendations of the various involved agencies and have recommended acceptance of same subject to the conditions noted below, and

WHEREAS, the developer has been required to and has provided evidence of lien releases relevant to

the construction and installation of the water distribution system, and

WHEREAS, the developer has submitted a proposed deed transferring ownership of the water system improvements free and clear of liens and encumbrances, and

WHEREAS, Village Attorney John Groff has reviewed the title to the water system improvements.

NOW THEREFORE BE IT RESOLVED, that this Board does hereby authorize Village Manager Brad Lytle to accept the dedication of the water system improvements to Barrington West Subdivision Phase 2E, Lots 83-88, as depicted on a map of Weiler Associates dated September 22, 2016, entitled Barrington West Phase 2E.

and be it further

RESOLVED, that recording of the deed and other transfer documents at the developer's expense subsequent to the adoption of this resolution will be adequate proof of same.

Roll Call Vote:

Mayor McIntosh: Aye
 Trustee Skroskznik: Aye
 Trustee Gross: Aye
 Trustee Goodwin: Aye
 Trustee Maloney: Aye

Standard Work Day for Elected/Appointed Officials

Resolution by Trustee Gross, seconded by Trustee Goodwin

BE IT RESOLVED, that the VILLAGE OF HORSEHEADS / 40277 hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
Elected Officials								
Trustee	6	SKROSKZNIK, MICHAEL	██████	36968638	<input type="checkbox"/>	12/05/16 - 12/07/20	1.70	<input type="checkbox"/>
Trustee	6	GOODWIN, WILLIAM	██████	61469524	<input type="checkbox"/>	12/05/16 - 12/07/20		<input checked="" type="checkbox"/>
Trustee	6	MALONEY, ROBERT	██████	61669032	<input type="checkbox"/>	12/04/17 - 12/02/19		<input checked="" type="checkbox"/>
Appointed Officials								
Master Mechanic, PT	6	SULLIVAN, ARTHUR F.	██████	42880872	<input type="checkbox"/>	12/04/17 - 12/03/18	8.83	<input type="checkbox"/>
Village Attorney	6	GROFF, JOHN G.	██████	31419369	<input type="checkbox"/>	12/04/17 - 12/03/18	13.52	<input type="checkbox"/>

Roll Call Vote:

Mayor McIntosh: Aye
 Trustee Skroskznik: Aye
 Trustee Gross: Aye
 Trustee Goodwin: Aye
 Trustee Maloney: Aye

Audience Participation

Tom Rupp, Tiff Ave. - asked if Koppers Pond is in the Village or Town. The water table is low there. Will it pollute our water table.

Atty. Groff: It's partly in the Village, bulk is in the Town. It's a drainageway based on flow of surface water. Westinghouse was operating a stripping system of contaminants in the groundwater. That produced a great deal of water that was discharged into the drainage way. Once that activity stopped, then the water table and the water level diminished. That's downstream from our water source. But in the vicinity of this pond is the Kentucky Avenue well, part of Elmira Water Board years ago, which was contaminated. It is no longer used, and hasn't been for decades. We have completed RI/FS phase of Koppers Pond. Now were going into actual remediation phase. We are not part of that process. Main members of the potentially responsible parties are doing it. We will be monitoring the paperwork, etc. We are no longer contributing money to it. Not likely we would ever have to contribute money to the remediation. As far as we're concerned we are now just monitoring what others are doing. Will take several years.

Manager's Report

- Mega Energy – Public Hearing on the Local Law was held on Thursday, Dec. 14 at 7:00 PM. We await the price quote to be shared with us sometime in March, at which time the Board will decide whether to go forward or not.
- Water Dept. – Chris Lawrick has met several times with the Elmira Water Board and the Town of Big Flats about the possibilities of Sharing Services. There is another meeting scheduled for Thursday January 11, which will include all parties. While these meetings are still preliminary, they have identified some potential areas of sharing and saving. Nothing will be instituted until we will bring the identified potential services we might share to the Board.
- Water Dept. -- On January 1, we experienced a water main break on Roosevelt Ave., in front of the office for Evergreen Apartments. Dedicated employees from our Water Dept. and our DPW, braved the weather and spent the better part of the day fixing the break. We are truly blessed with great employees!!!
- Village Hall – CPE finished installing our new Fire Alarm System. Long overdue and providing greatly needed protection!!!
- Village Hall – The Police Department's heat was not working properly. We contacted Erie Mechanical, who sent a service technician from Syracuse. There was a switch that was stuck because of ice, which he cleared and the system is now working properly again. Pray no more ice forms in that particular location again.
- Cemetery – The contractor for the fence along Maple Grove Lane did not complete the fence as promised. We contacted them and they told us they had some equipment and scheduling problems. We agreed to give them some extra time, since we don't have an immediate concern...it is the football and soccer season that brings the parking and unattended children issues, which were our concerns.
- Clerk Treasurer – Donna and I met with representatives from Insero & Co., on Wednesday, Dec. 20, at the request of the Board, to begin our review of our internal processes. They will be here at Village Hall on January

17 and 18, observing our existing procedures and reviewing our policies, analyzing them for weaknesses and helping us, if need be, establish new ones.

- Attended the Chemung County Soil and Water Coalition Annual Lunch. It was very well attended and informative. The number of projects completed in our area, with Shared Service between this County entity and local municipalities is staggering. One of the great success stories was our very own Brush Pit. This year thousands visited the site and were treated to a very professionally run organization. The county has purchased expensive machinery to handle the brush, reducing it to mulch. Next year they hope to be providing mulch and topsoil to many municipalities, which will be a huge savings.
- Levee Meeting – As part of the project for the Connector Road Project, which will link the HOST Facility to Route 13, I attended a meeting on Wednesday, Dec. 20, at the Horseheads Town Hall to discuss the levees along Newtown Creek. This is a \$1.3 million project, funded from the original \$25 million budgeted by NY State.
- Thank you, Mayor McIntosh, who provided the Village Staff with an excellent appreciation breakfast on Tuesday, Dec. 19 in recognition of their service to the Village. It was greatly appreciated by our Village employees.
- Strategic Economic Development – The Committee met with Peter Fairweather on Dec. 12. Peter Fairweather has contacted many of the individuals identified by the Committee and will be meeting with many of them in person January 9th and 10th. The Committee will also be meeting with him at that time.

Manager Lytle:

- We do not have the justice reports, haven't rec'd from the state yet.
- This afternoon we got the notification from MEGA, they have not been able to resolve gross receipts tax issue. So at this point we probably will not be going forward with this. We are essentially in a holding pattern. The Town of Horseheads does not get gross receipts tax, so it doesn't affect them negatively like it would us.

Atty. Groff - our local law says we will be doing it. If after some time it seems things won't change we will have to rescind that local law.

BOT, Department Head Updates

Trustee Gross asked about fence for cemetery.
 Manager Lytle - They weren't able to start it yet.

Chris Lawrick - had meetings with other water boards and the County Sewer District. General committee meeting, we had four other meetings too. Will be a very broad activity, but we did discuss things we could share, i.e. mapping of water districts. Our electronic mapping is not usable. So we just use paper. Big Flats in the same position. Elmira is electronic. Allows them to make changes electronically. Sewer District's biggest problem is they cover everyone's water district. They have electronic mapping, but it's not complete. We decided we should focus on this first. Also markouts for digs, why can't just one person - with common mapping - do that. Instead of having a rep from everywhere. So we thought we would focus on the mapping first. Possible shared service grant

through the state.

Discussion ensued.

Mayor McIntosh - first budget workshop on January 23rd at 7pm.

Trustee Goodwin - Neighborhood Watch meeting on a Friday? That's usually not a good night for people. Discussion.

Trustee Gross - parking next to cemetery on Broad Street, there are no lines saying they can't park there and kids run on this area.

Trustee Gross - what about our Emergency Management Plan?

Manager Lytle - you and Trustee Maloney were supposed to arrange a meeting.

Trustee Maloney - we'll take care of it.

Trustee Maloney - Fire Chief Sullivan submitted a letter about equipment.

Manager Lytle - this will be discussed during the budget workshops.

Atty. Groff -

- Update to law on notice of defects. People detecting defects in streets and sidewalks.
- Unifirst arbitration - did background research on this, still talking with service provider counsel
- Gross receipts tax, Village has history of using Computel auditing firm for utility bills. They evaluated the gross receipts tax by the village. Revealed deficiency from Verizon. In the process of disputing this with Verizon. Will come back to the board soon.

As there was nothing further to come before the Board, the meeting was adjourned at 8:08 p.m.

/rmb