

Meeting Minutes August 8, 2022

At a scheduled public hearing of the Board of Trustees of the Village of Port Byron held in the municipal building at 7:00PM, the following people were present:

Mayor: Ronald Wilson

Trustee: John Bell

Trustee: Pat Fenton

Trustee: Jeff Girvin

Trustee: Mary Jump

Village Clerk: Sandy Hall

Village Treasurer: Ashley Huband

Public: Steve Applebee, Ronald Powers, Darrin Rooker, Joanne Bell

Mayor Wilson called the meeting to order at 7:00PM. Mayor Wilson asked everyone present to please stand for the Pledge to the Flag and a Moment of Silence.

Mayor Wilson communicated that we received a resignation letter from Trustee Emerson. Mayor Wilson read the resignation letter out loud. According to the law, the mayor can appoint anyone he chooses to serve the rest of the term. Mayor Wilson communicated that he would like to appoint John Bell if he would like to accept. John Bell accepted the vacant position on the Board of Trustees.

Public to be heard.

Darrin Rooker communicated that the canal society purchased the old catholic church, and it is now the Samuel Center. He stated that they applied for a grant to help with funding to bring the building up to codes. Darrin Rooker would like to thank Mayor Wilson for writing a support letter. Mr. Rooker communicated that part of a movie will be filmed at the Samuel Center on Wednesday August 10, 2022, and Thursday August 11, 2022.

Ronald Powers is attending the meeting to discuss the canal days. He communicated that they are bringing it back for one day on September 10<sup>th</sup>, 2022. Ronald Power presented the map of the events to the board. Mr. Powers stated that he has brought in a letter asking for donations. A small discussion was held about the canal days. No voting taken at this time.

Mayor Wilson moved onto a letter from the little league. Trustee Girvin asked shouldn't this matter go to the town. A small discussion was held about the garbage pickup at the little league field. In the past, they have had trash cans out, but people would come fill them up from all over. This request should go to the town. No voting needed.

Judge Bell is attending the meeting to have the annual budget audit 7/21-7/22 reviewed by the board. Treasurer Huband has already looked over the audit. Judge Bell handed the audit to the board for review. Once the board has reviewed the audit; they will sign that it was reviewed by them. First motion to accept the judge annual audit 7/21-7/22 made by Trustee Jump.

Second motion made by Trustee Girvin.

All in favor: 4-0-1

Trustee Bell Abstained

Mayor Wilson moved onto the Williamson Law Book Contract for the accounting/budget software. This needs to be signed to renew the contract that will be effective 8/1/2022 to 7/31/2023 for \$\$1242.00. Motion to accept and sign the 8/1/2022-7/31/2023 contract with Williamson Law Book Company for the Annual Software Support Contract made by Trustee Girvin.

Second motion made by Trustee Jump.

All in favor: 5-0

Mayor Wilson moved onto the purchase agreement for the clock. This was tabled at the last meeting on July 8, 2022. However, it did finally get straightened around since then. We would be covered for 5-year warranty because we have an annual or semi-annual PMA. The cost for the lenses on clock would be \$2076.00.

First motion to sign the purchase agreement made by Trustee Girvin.

Second motion made by Trustee Fenton.

All in favor: 5-0

Mayor Wilson communicated that we need a resolution to designate the Clerk as the records access officer. Clerk Hall explained that any foil requests would need to come to the clerk first. The Clerk will coordinate with any other departments involved as needed.

First motion to have a resolution to have the clerk as the records access officer made by Trustee Girvin.

Second motion made by Trustee Jump.

All in favor: 5-0

Mayor Wilson moved onto a letter from CEO Foster about the sidewalks. Mayor Wilson read letter out loud. A small discussion was held about the sidewalk placement and about moving the bushes. A survey would need to be conducted to know who the property were the sidewalks will be placed belongs to. Trustee Girvin would like to see the bushes moved and sidewalks placed. Mayor Wilson said that we need to get a survey conducted; he will get a hold of a surveyor. No voting was needed.

Mayor Wilson moved onto amending local law #1 of 1996 parking. He stated that we should have a section about the corner of green street needs to add no parking sign. Trustee Girvin stated that the only changes to be made is on green street.

First motion to add the changes about green street parking made by Trustee Girvin.

Second motion made by Trustee Jump.

All in favor: 5-0

First motion to schedule a public hearing on local law #5 of 2022 amending local law #1 of 1996 on parking for the east end of green street to be held on September 19, 2022, made by Trustee Girvin.

Second motion made by Trustee Fenton.

All in favor: 5-0

Judge Bell exited the meeting at 7:54PM.

Mayor Wilson moved onto reports.

The FD report, submitted by Chief Rooker, was reviewed. Mayor Wilson read the report out loud. Attached with the report is the NFIRS Data Summary for July 1, 2022, through July 31, 2022. No questions arose.

The codes report, submitted by CEO Foster, was reviewed. No other questions arose.

The DPW Report, submitted by Superintendent Sims, was reviewed. No other questions arose.

The Treasurer Report, submitted by Treasurer Huband; any questions you can ask her. No other questions arose.

First motion to accept the reports as presented made by Trustee Girvin.

Second motion made by Trustee Fenton.

All in favor: 5-0

For informational purpose only, an email came from the DEC about the requirements for wastewater operator. Mayor Wilson read a few highlights out loud from the email.

Mayor Wilson asked if the Village Board has reviewed the meeting minutes from prior Village Board meeting on July 11, 2022.

First motion to accept the minutes as presented made by Trustee Fenton.

Second motion made by Trustee Jump.

All in favor: 4-0-1

Trustee Bell Abstained

Mayor Wilson moved on to the pre-audited bills and audit remaining bills of Abstract #3.

General Fund: Vouchers 1455- 1502 \$23197.12

Water Fund: Vouchers 771- 780 \$114543.82

Sewer Fund: Vouchers 838 851 \$20540.24

T&A Fund: Vouchers 70-71 \$386.41

Total: \$158667.59

First motion to pay abstract #3 of unaudited vouchers, made by Trustee Jump.

Second motion made by Trustee Girvin.

All in favor: 5-0

Mayor Wilson motioned to go into an executive session in regard to the matter of Sims retiring and the DEC requirements for the sewer operator plant at 8:17PM.

Second motion made by Trustee Girvin.

All in favor: 5-0

The board of trustees exited the executive session at 9:15PM  
Meeting was adjourned in the executive session.

---

Village Clerk Hall