

At a regularly scheduled meeting 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: Jeff Girvin

Trustee: Patrick Fenton

Trustee: Mary Jump

Trustee: Jeff Emerson

Village Clerk: Caitlin Bacon

Village Treasurer: Julie Hunter

Public Present: Mr. DeLue, Mrs. DeLue, Darrin Rooker

Mayor Wilson called the meeting to order at 7:00 PM. Mayor Wilson asked everyone present to stand for the Pledge of Allegiance and a moment of silence.

Mayor Wilson asked if the public had anything to discuss.

Mrs. DeLue questioned the garbage pickup New Year's week, as streets were missed. Mayor Wilson explained that the truck became full and the landfill was closed and therefore, parts of Main Street, Green Street, and Shotwell Street were not picked up. On Thursday, when the DPW returned from the Holiday, the garbage truck was sent right to the landfill to be emptied and the missed houses were returned to.

Mr. Rooker, Chairman of the planning board, was present to discuss any updates to the Church Street Apartment Project, however, saw that it was on the Agenda, and therefore would wait to discuss until that part of the meeting.

Mayor Wilson asked the public if there were any other matters to discuss. Nothing else from the public to discuss.

Mayor Wilson presented the annual renewal of the Payroll Contract with Williamson Law. Mayor Wilson read the services aloud and how the Village utilizes this software.

Motion to sign the contract for the Williamson Law Payroll Software of the year 2020 made by Trustee Girvin.

Motion was seconded by Trustee Emerson.

All in favor: 5-0

Mayor Wilson communicated the need to appoint election inspectors. Mayor Wilson reiterated the election is March 18<sup>th</sup>, 2020, due to the state. Mayor Wilson presented Carol Hamel as the proposed Republican election inspector and Terry Debiaw as the proposed Democratic election inspector.

Motion to elect Carol Hamel as the Republican election inspector and Terry Debiaw as the Democratic election inspector made by Trustee Girvin.

Motion was seconded by Trustee Fenton.

All in favor: 5-0

Mayor Wilson communicated that even after the repairs to the sander last season, it will need to be replaced. Superintendent Sims submitted two bids, one from MDI and one from Babcock. The Village Board discussed and reviewed both bids.

Motion to purchase a sander from MDI, in the amount of \$5,216.00, with a one-day installation, made by Trustee Girvin.

Motion was seconded by Trustee Fenton.

All in favor: 5-0

Mayor Wilson moved to reports.

The DPW report, submitted by Superintendent Sims. Report was reviewed. Notation that a EGR valve did need to be purchased.

The Code Enforcement report, submitted by CEO Tanner, was reviewed. Notation that a fence was erected around portions of the old school that posed dangerous to the public.

The police report, submitted by OIC Bacon, was read aloud. No questions arose.

The Fire report, submitted by Fire Chief Rooker, was read aloud. No questions arose.

The Treasurer's report, submitted by Treasurer Hunter was reviewed. No questions arose. Treasurer Hunter noted that Trust and Agency has not been balanced since July 2019, and due to being unfamiliar with the accounting program, requests that a representative from Williamson Law come to the Village and help remedy this account. The Village Board vocalized no issue with this and believes that the longer the account goes unbalanced, the harder it will be to remedy.

Motion to accept all reports, as presented, made by Trustee Emerson.

Motion seconded by Trustee Girvin.

All in favor: 5-0

The Justice report, submitted by Justice Bell, was reviewed. No questions arose.

Motion to accept the Justice report, as presented, made by Trustee Girvin.

Motion seconded by Trustee Jump.

All in favor: 5-0

Mayor Wilson communicated that an invoice was sent to the Village of Weedsport, with just the fee for 11 weeks usage at \$400 a week, as the lawyer suggested, and a check was received in the amount of \$4,400.00.

Mayor Wilson communicated that the CCAV dinner was booked for January 28<sup>th</sup> and RSVP's were needed before the 21<sup>st</sup>.

Mayor Wilson communicated a letter sent by Williamson Law stating contracts were to have a two percent increase.

Mayor Wilson communicated that a letter sent by Seneca Meadows Landfill stating that the price of trash per ton was increasing ten percent.

Mayor Wilson communicated that against a recommendation to the town, from himself and other parties, that there was room for more discussion on a proposal for a transfer station at the old landfill site on Berger Road, the Town of Mentz had voted against pursuing any further action on the proposal from Morgan Rubbish Removal, INC.

Mayor Wilson communicated that an inspection had been done of the generator at the Sewer Plant and it was found that repairs were needed. Mayor Wilson stated that it has been found that the generator that is currently there is larger than the Sewer Plant requires and information from NYSEG bills have been sent to Power Generation to calculate the size that would be a better fit. As of now, to repair the issue, it would cost \$5,161.42, however, was not sure how the Village Board felt about repairs or replacing.

Public present, Mr. DeLue questioned if Military surplus was ever considered. Mayor Wilson stated that it would be researched.

Mayor Wilson communicated that on January 30<sup>th</sup>, 2019, a junction box from the old siren system did cause a potential fire issue. There was an electrical fire, the conduit lines are burned and charred and registered over 135 degrees when the fire department used a TOOL to register the heat. Although this happened, it is not worth an insurance claim, as these lines have no affect on today's siren.

Mayor Wilson gave an update on the Church Street Project, as DePaul sent an acknowledgement letter stating the application for funding has been sent to the New York State Division of Housing and Community Renewal. Mayor Wilson explained that a Project Narrative was attached, which is the details of the project, all passed by the Zoning and Planning Boards.

Public present, Mr. Rooker, questioned if anything had been mentioned of the P.I.L.O.T. program. Mayor Wilson stated that at a previous Board Meeting, the current P.I.L.O.T. was extended until the project is finished or December 31<sup>st</sup>, 2021, whichever comes first.

Mayor Wilson asked if the Village Board had reviewed the meeting minutes from December 9<sup>th</sup>, 2019 and December 20<sup>th</sup>, 2019. After reviewing the minutes, Mayor Wilson asked if there was a motion to accept the meeting minutes from prior Village Board meeting, December 9<sup>th</sup>, 2019 to be approved.

Motion to accept meeting minutes by Trustee Girvin.

Motion was seconded by Trustee Emerson.

All in Favor: 5-0

Mayor Wilson asked if there was a motion to accept the meeting minutes from prior Village Board meeting, December 20<sup>th</sup>, 2019 to be approved.

Motion to accept meeting minutes by Trustee Emerson.  
Motion was seconded by Trustee Jump.  
All in Favor: 5-0

Pre-audited bills and audit remaining bills:

Abstract #8

General Fund: Vouchers

Water Fund: Vouchers

Sewer Fund: Vouchers

T&A Fund: Vouchers

Total:

Motion to pay Abstract #8, of unaudited vouchers, made by Trustee Girvin.

Motion was seconded by Trustee Emerson.

All in favor: 5-0

Mayor Wilson gave an update on the historical markers, that another GPS reading was needed for the application.

Mayor Wilson communicated a need to discuss plans during Village Clerk Bacon's absence and asked the Village Board if interviews could be forgone while finding a temporary person. The Village Board vocally agreed that interviews could be forgone.

Mayor Wilson communicated a NYCOM bootcamp training opportunity in Geneva on January 15<sup>th</sup>, 2020, for new hire, Treasurer Hunter, to attend.

Motion to allow Treasurer Hunter to attend the NYCOM bootcamp training opportunity in Geneva on January 15<sup>th</sup>, 2020, made by Trustee Jump.

Motion was seconded by Trustee Emerson.

All in favor: 5-0

Mayor Wilson questioned the Village Board if there was anything else to discuss.

Trustee Emerson requested that the Village Board discuss the sample draft policies of ethics, credit card, and cyber security, passed out at a prior board meeting, to be discussed at the next Village Board meeting.

The Village Board discussed the schedule for the future Board meetings.

The Village Board will meet on January 27<sup>th</sup>, 2020, only if pertinent business arises.

The next Village Board meeting is scheduled for February 10<sup>th</sup>, 2020.

Mayor Wilson questioned the Village Board if there was anything else to discuss. Nothing else to discuss. Motion to adjourn the regular scheduled Village Board Meeting on January 13<sup>th</sup>, 2020 made by Trustee Fenton.

All in favor: 5-0

Meeting Adjourned: 8:19PM

Village Clerk Bacon