

Meeting Minutes May 9, 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: Jeff Emerson

Trustee: Pat Fenton

Trustee: Jeff Girvin

Trustee: Mary Jump

Village Clerk: Sandy Hall

Village Treasurer: Ashley Huband

Public: Mirand Howell, Brett Garrad, Grant Simchak, Cassidy Hetrick, Michael Jorgenson, Christopher Ellinwood, Darrin Rooker

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 opened the public hearing on amending local law #1 of 2022 water rate change due to the city of auburn increasing the rate .52 per 1000 gallons. Mayor Wilson stated that the public hearing is now open if anyone would like to say anything.

Mayor Wilson moved to the public to be heard.

Mike Jorgenson is attending the meeting to introduce himself. Mr. Jorgenson stated that he is the superintendent of schools; he stopped in to say hello and this way we can put a name to a face.

Cassidy Hetrick is attending the meeting to talk about her chicken coop. She stated that her landlord could not attend the meeting, but he did write a letter to the board saying that he has no issues with her having chickens. Cassidy presented letters to the board that she received from all her surrounding neighbors. A picture was presented to the board of her chicken coop; showing that they would be caged and could not run around. Mayor Wilson asked what she plans to do with the chicken fetus. Cassidy commented that it will be compost of. She said that there are only 6 chickens. The board communicated that they do not have any issues with her having a chicken coop; she did everything required to have one.

First motion to allow her to have a chicken coop made by Trustee Girvin.

Second motion made by Trustee Emerson.

All in favor: 5-0

Cassidy Hetrick & Grant Simchak exited the meeting at 7:15PM

Miranda Howell & Brett Gerad is attending the meeting to ask if the sewer charge can be waived due to them putting in a pool and filling it. Mayor Wilson stated that in the past they have waived the sewer fee as a one-time deal for the first year.

First motion to waive the sewer charge for the first time made by Trustee Girvin.

Second motion made by Trustee Jump.

All in favor: 5-0

Michael Jorgensen exited the meeting at 7:30PM.

Miranda Howell & Brett Gerrad also brought up the concern about the corner at their house. They stated that there is no sign or anything up; it is a sharp corner. Brett stated that there has been property damage due to people going off the road. Brett, then presented a photo to the board that was taken. Trustee Fenton asked if any police accident report was ever filed. Miranda said that they are not aware of any. Mayor Wilson communicated that he did have a conversation with Sims that there is a bigger issue with the church street appts. When the fence comes down; where the entrance will be located; their needs to be a stop sign. A discussion was held about doing a new local law to change the speed limit on church street and to put a stop sign coming into Rochester Street. Mayor Wilson communicated that we would consult them before anything is done. No voting needed at this time.

Mayor Wilson moved onto Williamson Law Contract for the Tax Program. The cost of the software program, which includes training and to be installed on both computers will be \$5775.00.

First motion to sign the contract with Williamson Law for the Tax software made by Trustee Girvin.

Second motion made by Trustee Emerson.

All in favor: 5-0

Mayor Wilson stated that we need to do an amendment to the budget of \$5775.00 from the expenditures balance to Treasurer contractual; enough to cover the total cost of the software.

First motion to amend the budget of \$5755.00 from expenditures to Treasurer Contractual made by Trustee Emerson.

Second motion made by Trustee Girvin.

All in favor: 5-0

Mayor Wilson stated that we received two applicants that were approved for the housing grant; Dugan and Chiarilli. Theresa Dugan has everything on the form checked. The proposed scope of work that she is requesting is the interior/exterior, carpentry, plumbing and roofing; estimated cost is \$30000. Frank & Paula Chiarilli also has everything on form checked. The scope of work that they are requesting is the interior/exterior carpentry, masonry, siding, windows & doors and other (gutters); estimated cost is \$25975.

First motion to have the designated person sign the approval form made by Trustee Emerson.

Second motion made by Trustee Girvin.

All in favor: 5-0

Mayor Wilson stated that we received one registration letter from Richard Pratt, who is on the zoning board. Mayor Wilson communicated that we do have someone who is on the planning board that is requesting to move to the zoning board, William Johnson. Clerk Hall communicated that she did ask him to please stop in to bring a letter of interest. Mayor Wilson said that we already knew that he was interested; no letter was needed.

First motion to move William Johnson from planning board to the ZBA board made by Trustee Girvin.

Second motion made by Trustee Fenton.

All in favor: 5-0

First motion to accept Richard Pratt resignation with regrets made by Trustee Emerson.

Second motion made by Trustee Girvin.

All in favor: 5-0

Mayor Wilson stated that we need to do a resolution to do the following transfer to cover invoices.

1. \$125.49 from F1990.4 contingent to F9040.8 worker's comp
2. \$2374.67 from F1990.4 contingent to F8340.4 Transportation & Distribution
3. \$125.49 from G1990.4 contingent to G9040.8 worker's comp
4. \$10.67 from A1990.4 contingent to A3620.4 Codes

First motion to do transfer made by Trustee Girvin.

Second motion made by Trustee Emerson.

All in favor: 5-0

Mayor Wilson communicated that we have several boxes that needs to be disposed of for the retention. Mayor Wilson stated that shred it sent over a quote on pricing. We would want to do it onsite to see the items be disposed of properly.

First motion to schedule shred it pickup for onsite destruction made by Trustee Girvin.

Second motion made by Trustee Fenton.

All in favor: 5-0

Mayor Wilson communicated that Steve Sims has 99 hours and Stephen Applebee has 112.50 hours of vacation time left that can not be used due to not enough staff. Mayor Wilson said that there are a few options that we could consider.

1. Extend the vacation time to the upcoming year; this may create more issues
2. Pay them now for the time they have, and the vacation time will be reset
3. Use it or lost it as the rule states

First motion to pay them for the unused vacation time; then the time will be reset made by Trustee Girvin.

Second motion made by Trustee Emerson.

All in favor: 5-0

Mayor Wilson said that we received a quote from Cardiac Life; our AUD needs new pads, they are expired. This was tabled for now. No voting was taken.

Mayor Wilson moved onto an email that was received from someone that would like to do a 5K race in Port Byron. Mayor Wilson read the email out loud. Mayor Wilson said that we should find out more information about the race; the street they want to run, what the route is going to be and the security detail. No voting was taken at this time.

Mayor Wilson stated that we need a resolution to encumbrance some money from this year's budget to next year's budget.

1. \$2280 for the plaques that were ordered but have not received yet
2. \$10850 for the work at the sewer plant; the electronation has not been able to come out yet due to weather.

First motion to encumber \$2280 for the plaques and \$10850 for the repair at sewer plant from this year's budget 2021-2022 to next year budget 2022-2023 made by Trustee Girvin.

Second motion made by Trustee Jump.

All in favor: 5-0

Mayor Wilson said that we need a resolution to transfer \$20000 from sewer to reserves.

First motion to do the transfer made by Trustee Girvin.

Second motion made by Trustee Fenton.

All in favor: 5-0

Judge Bell would like to attend a meeting for the Cayuga County Magistrate's Dinner on May 19, 2022, at St. Nicholas Parish Hall.

First motion to let Judge Bell attend made by Trustee Girvin.

Second motion made by Trustee Emerson.

All in favor: 5-0

Mayor Wilson stated that OIC Kalet found a new hire to join the Port Byron Police Department, Christopher Ellinwood. He has several years of experience in law enforcement. Trustee Girvin asked Mr. Ellinwood if the sheriff department was okay with him working for the Port Byron Police Department. Chris answered that he has already cleared it with the sheriff.

First motion to hire Chris Ellinwood for Port Byron Police Department made by Trustee Girvin.

Second motion made by Trustee Jump.

All in favor: 5-0

Mayor Wilson said that the next CCAV dinner will be hosted by the Village of Aurora on May 24th; it will start at 5:30 PM at Wells College Golf Course. He stated to please RSVP by May 17th.

Mayor Wilson moved to reports.

The judges report: submitted by Judge Bell, was reviewed. No other questions arose.

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

The PD report, submitted by OIC Kalet, was read out loud by Mayor Wilson. No other questions arose.

The FD report, submitted by Chief Rooker, was reviewed. No questions arose.

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

The Treasury Report, submitted by Treasurer Huband, was reviewed. Any questions, you can ask Treasurer Huband. No other questions arose.

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

Second motion made by Trustee Fenton.

All in favor: 5-0

Mayor Wilson communicated for informational purpose that we received a map about the waterline project and what the cost would be. A small discussion was held about the map. No voting needed.

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

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

Second motion made by Trustee Fenton.

All in favor: 5-0

Mayor Wilson moved on to the pre-audited bills and audit remaining bills of Abstract #12.

General Fund: Vouchers 1334-1372 \$14953.16

Water Fund: Vouchers 734-747 \$31343.27

Sewer Fund: Vouchers 810-822 \$7720.70

T&A Fund: Vouchers 63-64 \$348.06

Total: \$54365.19

First motion to pay abstract 12 unaudited vouchers made by Trustee Givin.

Second motion made by Trustee Emerson.

All in favor: 5-0

First motion to close the public hearing on local law #3; amending local law #1 of 2022 water rate change made by Trustee Girvin.

Second motion made by Trustee Jump.

All in favor: 5-0

Darrin Rooker exited the meeting at 8:22PM.

First motion to adopt the new local law #3 of 2022; amending local law #1 of 2022 water rate change made by Trustee Girvin.

Second motion made by Trustee Emerson.

All in favor: 5-0

Roll call as followed:

Trustee Emerson: Yes

Trustee Fenten: Yes

Trustee Girvin: Yes

Trustee Jump: Yes

Mayor Wilson: Yes

Clerk Hall to file with New York State.

A discussion was held about the applications that we received for the DPW position. Mayor Wilson suggested that we interview those with a CDL first as he did find out that you need to take 6 months of classes before you can get the license. The board reviewed the applications and discussed possible candidates.

Miranda Howell & Brett Garrad exited the meeting at 8:36 PM.

Treasurer Huband exited the meeting at 8:50PM.

First motion to adjourn the scheduled board meeting at 8:52PM made by Trustee Girvin.

Second motion made by Trustee Fenton.

Trustee Girvin & Trustee Fenton withdraw the adjournment at 8:53PM.

Chris Ellinwood exited the meeting at 8:54PM.

Mayor Wilson exited the meeting at 8:55 PM to call one of the possible DPW candidates; Brian Wheeler to set up an interview before the meeting gets adjourned.

Mayor Wilson entered back into the meeting at 8:56PM. Mayor Wilson stated that he did speak with Brian Wheeler to set up an interview; he is willing to come in.

First motion to provisional hire Brian Wheeler pending interview made by Trustee Fenton.

Second motion made by Trustee Emerson.

All in favor: 5-0

First motion to adjourn the scheduled board meeting made by Trustee Fenton.

Second motion made by Trustee Jump.

All in favor: 5-0

Adjourned: 9:04PM