

Meeting Minutes September 13, 2021

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: Jeff Girvin

Trustee: Pat Fenton

Trustee: Mary Jump

Village Clerk: Sandy Hall

Treasurer: Ashley Huband

Public: Lydia Patti Ruffini, Bruce Ruffini, Matthias Mullins, Nan Zalone, Herb Marshall

Mayor Wilson called the meeting to order at 7:04 PM. Mayor Wilson asked everyone present to please stand for the Pledge to the Flag and a Moment of Silence.

Mayor Wilson asked if the public would like to discuss anything.

Mr. Mullins was present to talk about issues on cleaning up the ditch between Shotwell and Main.

Mayor Wilson communicated that he would call the DEC on behalf of Mr. Mullins.

Nan Zalone was present to discuss issues regarding the sidewalks. Mrs. Zalone communicated that we should send out letters to residents about fixing their sidewalks.

Nan Zalone exited the meeting at 7:31 PM.

Herb Mashall was present to discuss issues with the water/sewer steering committee.

Herb Mashall exited the meeting at 7:47PM.

Mayor Wilson stated that there was supposed to be another person attending the meeting regarding parking on green street. Mayor Wilson stated that in the past 2 weeks, he has only seen 1 car but no other issues.

Mayor Wilson asked if anyone else had any concerns to discuss.

Mayor Wilson moved onto selecting a consultant to become our grant administration and delivery service. Mayor Wilson communicated that there were several emails/calls requesting a copy of the RFP. We only received two proposals, Beatty Services INC and Thoma. The deadline to submit proposals was by September 9<sup>th</sup> at 4:00PM. After reviewing, both proposals, we found that Thoma had more qualification in grant administration and had every aspect that we were asking for, including a signed copy of cost proposals. Beatty Services INC, who is from California, sounded more like they were hiring people as temps to fill position. Beatty Service did not have all aspects that we were looking for. We were requesting a signed copy of cost proposal; they did not provide one. Clerk Hall and Mayor Wilson both went through the proposals and would like to hire Thoma as our consultant.

First motion to hire Thoma as our consultant to become our grant administration and delivery service made by Trustee Emerson.

Second motion made by Trustee Girvin.

All in favor: 5-0

Mayor Wilson stated that we have not gotten anything on what the stipulation was for who can apply.

Mayor Wilson moved onto Johnson Control; this was for Informational Purpose only. Johnson Control came out to do an inspection at the firehouse, they sent over a quote of \$697.70 to remove and replace (2) 6.2 AH Batteries Main Panel. Clerk Hall spoke with Steve Applebee to see if we can get the batteries required and install them instead of having Johnson Controls. Steve Applebee confirmed that we can get the batteries, but they will not arrive in stock for a few days. Steve Applebee said that he can install them.

Mayor Wilson moved onto DePaul; this was for Informational Purpose only. Depaul is reapplying for the grant at Church Street Apt to remove old structure, they received the paperwork. Mayor Wilson stated that they brought people from Albany down to show them what the project is about.

Mayor Wilson moved onto Local Law #3 of 2021; this was for informational purpose only. The permissive referendum petition has ended as of Friday September 10<sup>th</sup>. Clerk Hall will send the local law into NYS. Mayor Wilson stated that the next move will be to redo the zoning law. Trustee Emerson stated that he is working on the zoning law.

Mayor Wilson moved onto the local law #3 of 2019 for garbage. Mayor Wilson stated that we need to add fines and to do judgements. Trustee Emerson stated that he has been working on Hording local law, many municipalities have them. Trustee Emerson will have more from the attorney general. Trustee Emerson stated that he will see if he can get more information at the conference. Trustee Fenton stated that we need to add a section about suspending the trash pickup.

Mayor Wilson moved onto the fire protection contract. Mayor Wilson stated that something got mixed up with the amount from when we changed clerk/treasurer. Trustee Emerson stated that \$96,000 would be a reasonable amount. Mayor Wilson stated that it does not matter what the changes will be, they will be upset no matter what.

First motion to approve the change to \$96,000 made by Trustee Fenton.

Second motion made by Trustee Emerson.

All in favor: 5-0

Mayor Wilson moved onto Mince Meat; this was for informational purpose only. Mince Meat factory is gone, but the coordinates came in to put a new sign up. Mayor Wilson stated that the old one can come down and use it as an extra or put up someplace else.

Mayor Wilson moved onto the discussion with Frank Miller; this was for informational purpose only. Mayor Wilson asked Frank where we are with the judge dismissal. Frank Miller told Mayor Wilson that he has not heard anything. The next day, we were served with a stack full of papers, not sure what it all was. Mayor Wilson did ask the delivery person why they could not send it. They did not want to pay to send it. Clerk Hall sent the papers out to Frank Miller in a priority mailbox because it was so thick, it would not fit in a regular envelope.

Mayor Wilson moved onto the meter; this was for informational purpose only. Mayor Wilson stated that John said that they will do the training when the new meters go in.

Mayor Wilson moved onto Excellus. Dan Dennis dropped off papers that needed to be signed if we wanted to keep the same plans that we are on. Mayor Wilson stated that it will go up 6.88%. Clerk Hall stated that the first column is the price now and the second column is the price it will be with the change. Trustee Jump stated that we might as well keep the same plan we are in.  
First motion to keep the same plan made by Trustee Girvin.  
Second motion made by Trustee Jump.  
All in favor: 5-0

Mayor Wilson moved onto reports.

No codes report due to CEO Foster being out for 2 weeks.

The PD report, submitted by OIC Kalet, was read out loud. Mayor Wilson stated that the police schedule is looking fuller. No other questions arose.

The FD report, submitted by Chief Rooker, was read out loud. Because COVID is getting ramped up again, ambulance crews are getting difficult as they try to avoid getting COVID and extended wait times at various hospitals. Mayor Wilson stated that it might get worse if the state pushes through the executive order. Hospitals are having a hard time finding people to work during COVID. No other questions arose.

The DPW report, submitted by superintendent Sims, was reviewed. Trustee Jump asked who paved main street. Mayor Wilson answered that Seneca Stone, but the county paid them. Trustee Jump mentioned that they changed the end of her driveway when they paved. No other questions arose.

The treasurer report, submitted by Treasurer Huband. If you have any questions, you can ask her.

First motion to accept the reports as presented made by Trustee Emerson.  
Second motion made by Trustee Girvin.  
All in favor: 5-0

Mayor Wilson asked if the Village Board has reviewed the meeting minutes from prior Village Board meeting on August 9<sup>th</sup>, 2021. After reviewing the minutes from August 9<sup>th</sup>, Trustee Emerson stated that "Naggle" should be spelled "Nagle" with only one G. Mayor Wilson stated that "The petition needs to be filled out correctly" should read "The petition needs to be filled out correctly"  
First motion to accept the minutes as presented with corrections made by Trustee Girvin.  
Second motion made by Trustee Emerson.  
All in favor: 5-0

Mayor Wilson moved on to the pre-audited bills and audit remaining bills of Abstract #4  
General Fund: Vouchers 981-1027 \$14,710.63  
Water Fund: Vouchers 630-642 \$20,255.22

Sewer Fund: Vouchers 718-733 \$14,871.03

T&A Fund: Vouchers 44-45 \$378.04

Total: \$50,214.92

First motion to pay abstract #4 unaudited vouchers made by Trustee Fenton.

Second motion made by Trustee Girvin.

All in favor: 5-0

Mayor Wilson stated that the next few board meetings will be:

- September 27<sup>th</sup> for local law on garbage/zoning
- October 18<sup>th</sup> will be the next monthly board meeting due to Columbus Day being on the second Monday of the month.

Mayor Wilson questioned the Board if there was anything else to discuss. Nothing else to discuss.

Motion to adjourn the scheduled Village Board Meeting on September 13, 2021, made by Trustee Emerson.

Second motion made by Trustee Girvin.

All in favor 5-0

Meeting Adjourned: 8:40PM

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Village Clerk Hall