

**REGULAR MEETING OF THE NORTH HORSELL VILLAGE BOARD
MAY 14, 2012 7PM**

ATTENDANCE: Mayor John Falci
Trustees: Glenn Thomas, Joseph Dick, Frank Libordi &
Peter DiRaimondo
Clerk Kristene Libordi
DPW Supervisor Gregory Zdanowski
Assistant Fire Chief Jeremy Smith
Fireman Jim Bebout
Evening Tribune Rep Christine Loman

MINUTES

The April minutes were approved on a motion by Trustee Frank Libordi, seconded by Trustee Peter DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

Discussion: Trustee Libordi asked if the Police schedule had been addressed. Mayor Falci spoke to OIC Smith and the department is patrolling the school area on Cleveland Ave during the morning hours around 7:30. Supervisor Zdanowski noted that Paul Crowe will be doing the crosswalk painting on Cleveland Ave. as soon as the weather warms.

TREASURER'S REPORT

A motion to accept the March and April treasurer's report was made by Trustee Glenn Thomas, seconded by Mayor Falci and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

A meeting for May 29th at 5PM was scheduled for closing the books and paying bills.

POLICE REPORT

Mayor Falci read the police report:

General complaints	2
Vehicle checks	5
Total patrol hours	41

OIC Smith noted in his report that the low patrol hours were due to officers on vacation. The department would like to sell the old light bar for \$200 – approval needed. Permission was requested for approval to assist the Schulyer County Sheriff's office on mutual aid. An agreement was attached.

A motion was made to accept the police report by Trustee Libordi, seconded by Trustee DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

A motion was made by Trustee Joseph Dick to approve the sale of the light bar in the amount of \$200 with the money to be credited to the A3120.2 Police equipment. Motion was seconded by Trustee Glenn Thomas and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

Approval for the Police dept to assist the Schulyer County Sheriff's office was tabled until the May 29th meeting. The board would like Attorney Eric Shults to approve before it is signed.

MAINTENANCE REPORT

Supervisor Zdanowski gave the following report:

- Mowing throughout Village of North Hornell
- Spot patching being done
- Demo of house and garage on Avondale Ave.
- Koester's calibrated the flow meter at pump station.
- Seeded all areas excavated on 4th St.
- Banners were hung on Seneca Rd
- Hydrants flushed

Mayor Falci praised the DPW for the work they have been doing on Avondale Ave. It was noted that there were no complaint calls from residents during hydrant cleaning.

Trustee Thomas asked if the electrical use at pump station has been monitored. Supervisor Zdanowski stated that 4 months of bills will be needed before any savings can be calculated with previous years.

A motion was made by Mayor Falci to accept the maintenance report, seconded by Trustee DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

FIRE REPORT

Assistant Chief Jeremy Smith gave the following report:

- The following appointments were made – Jeremy Smith training, Chad Hancock records, Matt Derby maintenance, Elden Loper inventory and Jim Bebout safety.
- Mass casualty drill held at Hornell Gardens
- June 8th & 9th will have a team attending Relay for Life at James St. Park
- Approval for new officers
 - Fire Chief Mike Robbins
 - Asst Chiefs – Jeremy Smith, Chad Hancock, Matt Derby, Elden Loper & Jim McManus
 - Fire Police – Chris Patterson & Irene Draper
 - President – Sharon Draper
 - V President – Fran Wing
 - Secretary – Nick Plank
 - Treasurer – Jen Smith
 - Ex Board – Ed Shiloh, Jim Bebout & Aaron Hasper

Booster drive income - \$3030

July 20th & 21st Village yard sale – food sales will be at fire hall

Requesting caller ID for Department phone 324-1033

Approval for Memorial Day parades in Hornell & Arkport, Dog Wood parade in Dansville on May 19th, Crazy Daze parade in Canisteo on June 7th and Fourth of July parade in Hornell

Upstairs renovation going well

Chief Robbins gone the week of May 13th

Total calls for April	6
Village of North Hornell	3
Mutual Aid	3

Motion to approve the fire report was made by Trustee Thomas, seconded by Trustee Libordi and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Abstain	Trustee DiRaimondo	Aye

Discussion:

Trustee DiRaimondo asked about the fill station. Asst. Chief Smith noted that it is being delivered tomorrow. Trustee Libordi asked what the total number of firefighters since the last three resigned. Asst. Chief Smith stated 27. Trustee Libordi asked how much damage was done in the kitchen to the drywall. Asst. Chief Smith noted that there is an area to be repaired and the mold on the ceiling needs to be addressed. Libordi also asked if they found out what punctured the roof by the drain. Chief Smith did not know. Mayor Falci asked Supervisor Zdanowski if he would contact someone to get an estimate on the cost to fix the ceiling and take care of the mold.

Motion to approve Memorial Parades in Hornell & Arkport, Dogwood Parade in Dansville, Crazy Daze in Canisteo and Fourth of July in Hornell was made by Mayor Falci, seconded by Trustee Thomas and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Abstain	Trustee DiRaimondo	Aye

Motion to approve caller ID for the 324-1033 telephone was made by Trustee Libordi, seconded by Mayor Falci and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Abstain	Trustee DiRaimondo	Aye

Motion to approve the new officers was made by Trustee DiRaimondo, seconded by Trustee Thomas and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Abstain	Trustee DiRaimondo	Aye

Mayor Falci swore in all officers at last weeks Fire department banquet.

CODE ENFORCEMENT

CEO Schieder gave the Mayor and Trustees a written report.

Mayor Falci asked if 3 Maplewood Ave was approved. CEO Schieder noted it was approved by the ZBA. Trustee Libordi asked if someone purchased the Levinson building (302 Seneca Rd.), is it mandatory to put in a sprinkler system. CEO Schieder stated if the third floor is occupied then yes. If not occupied then a sprinkler system is not needed. It could be used for storage.

CEO Schieder would like to have a page on the Village website dedicated to Code Enforcement. Mayor Falci will contact his son Jake Falci to make the addition.

CEO Schieder asked if the board would like to have a breakdown in the type of building permit applications that are used. Currently a universal permit is used. The board will stay with the universal permit.

CEO Schieder would like the board to adopt the new fee schedule. Mayor Falci asked the board to look at the new schedule for the June 11th meeting and adopt at that time. The building application would also be approved at that time.

Mr. Schieder would like the board to adopt the fire inspection fee schedule tonight. Mayor Falci stated it would be adopted at next months meeting.

Mr. Schieder would like to recommend that the Clerk purchase an external hard drive to use for codes. The Clerk mentioned that she will be speaking with the IT person this week and will mention the hard drive.

CEO Schieder would like to make contractors aware of lead paint training courses. Once they take a course, they receive a training number. It would not be mandatory to receive a contractor's license.

A motion to accept the Code enforcement report was made by Trustee Libordi, seconded by Trustee DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

OLD BUSINESS

PROCUREMENT POLICY

Trustee Dick tightened up the original procurement policy to cover entry level purchases. The board went through the following guidelines:

- 1) Any purchase from a vendor up to \$250 with department head approval
- 2) Any purchase of \$251 to \$700 will be required to have at least three (3) verbal quotes
- 3) Any purchase of \$701 to \$1500 will be required to have at least three(3) written quotes
- 4) Any purchase of \$1501 to \$2500 will be required to have at least three (3) written quotes and board approval
- 5) Any purchase of \$2501 and over will require the formal bid process
- 6) Purchases with like items totaling \$251 or more will require at least three (3) verbal quotes
- 7) Purchases with like items totaling \$701 or more will require at least three (3) written quotes

Trustee Dick stated that a bill in the amount of \$10,000 should have board approval before the money is spent. In many instances the board was not made aware of these purchases before the vouchers were received for approval. There has to be some accountability.

Mayor Falci questioned the New York state bid process that states that anything over \$10000 goes to competitive. Supervisor Zdanowski stated that he uses NYS competitive bid prices. Trustee Dick stated that the board could set any amount they want for competitive bid.

Mayor Falci will send Trustee Dicks policy to Attorney Shults for approval. And the board will vote on acceptance at the June meeting,

HUNT STUDY – DPW

The three studies from Hunt regarding the DPW building are:
Structural Evaluation and Recommendations - \$3500
Building Condition Survey - \$6500
Programming Study - \$6000

A motion was made by Mayor Falci to have the Structural Evaluation and recommendations done now for \$3500 and the other two at a later date, with the balance cost being transferred from A 1440.1 and G1440.1 in the amount of \$12500 to the Buildings capital reserve fund. Motion was seconded by Trustee Thomas and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

LIONS REQUEST – MR. DANIELS

The board did not approve the Lions request to plant a tree at the Barillo Memorial Park in memory of Angelo Daniels who founded the Lions club in Hornell. It was suggested that a memorial be done at the Avondale property in the future. Mayor Falci will write a letter to the Lions Club letting them know the boards' decision. The park is a memorial for military service.

NEW BUSINESS

ELMHURST – SEWER RENT

A motion was made by Trustee Libordi that the sewer rent be removed from the Elmhurst Creek LLC property on Fourth St. The Motion was seconded by Trustee DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

The Clerk noted that there are no records showing why that property was being charged for sewer rent. The adjoining property is owned by Debra Goodwin and if she would like the rent removed from that parcel, she will need to make a written or verbal request to the board.

SEWER RELEVY

UNPAID SEWER RELEVY TO TAX ROLL

The following **RESOLUTION** was offered on May 14, 2012 by Frank Libordi, seconded by Mayor Falci and carried:

RESOLVED that all sewer assessments that are unpaid from June 2011 through March 2012 be added to June 2012 Village taxes for collection. Total amount to be added is \$4,531.96.

	AYE	NAY
Mayor Falci	X	
Trustee Thomas	X	
Trustee Dick	X	
Trustee Libordi	X	
Trustee DiRaimondo	X	

TAX WARRANT

TAX WARRANT

TO Kristene Libordi, CLERK-TREASURER

YOU ARE HEREBY COMMANDED TO RECEIVE AND COLLECT from the several sources named in the tax roll hereunto annexed, the several sums stated in the last column hereof opposite their respective names, being a total of **\$121,253.00** for the following purposes:

FOR CURRENT BUDGET	\$121,253.00
RELEVIED SEWER ASSESSMENT & PENALTIES	\$ 4,531.96

TOTAL

\$125,784.96

YOU ARE FURTHER COMMANDED TO receive and collect such sums without additional charge between the first day of June and the first day of July 2012, both inclusive; and thereafter to collect with such sums as have not been heretofore collected an additional charge of five per centum for the first month or fraction thereof and 1 percent per month for each month thereafter until November 1, 2012. On November 1st the taxes will be returned to the Steuben County Treasurer for collection.

YOU ARE FURTHER COMMANDED to file the tax roll and warrant in your office on or before the first day of November 2012, and to deliver to the Board of Trustees at the same time an account of the taxes remaining due and unpaid; showing the person or persons to whom the parcel is assessed and showing as to each parcel the amount of the tax unpaid.

Motion was made to accept the Tax warrant by Frank Libordi, seconded by Peter DiRaimondo and carried.

	<u>AYE</u>	<u>Nay</u>
Mayor Falci	X	
Trustee Thomas	X	
Trustee Libordi	X	
Trustee Dick	X	
Trustee DiRaimondo	X	

OTHER

ANNA & SAL WACHTER – ICE CREAM TRUCK

The board approved the running of the ice cream truck in the Village with the exception of Sunday. They have turned in their peddler permit.

CLEAN GROWTH NOT RESOLUTION

Mayor Falci asked board members to look at the Clean Growth Resolution and plan on a discussion during the June 11th meeting

PAY BILLS

Trustee Thomas made a motion to pay bills, seconded by trustee DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Abstain from fire dept bills	Trustee DiRaimondo	Aye

EXECUTIVE SESSION

Mayor Falci made a motion to go into executive session for a history of work and contract with an employee and a cleaning service contract. Motion seconded by Trustee DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

ADJOURN

A motion was made by Mayor Falci to end the contract with Phoenix Janitorial for services at the Village Hall. Cleaning will be done in house. Motion was seconded by Trustee DiRaimondo and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Abstain
Trustee Dick	Aye	Trustee DiRaimondo	Aye

Motion to adjourn was made by Trustee Thomas, seconded by Trustee Dick and carried.

Mayor Falci	Aye		
Trustee Thomas	Aye	Trustee Libordi	Aye
Trustee Dick	Aye	Trustee DiRaimondo	Aye

Respectfully submitted

Kristene Libordi