

REGULAR MEETING OF THE NORTH HORSELL VILLAGE BOARD
MAY 13, 2019 7:00 PM

ATTENDANCE: Mayor: John Falci
Trustees: Frank Libordi, Joseph Ingalls, Josh Greenthal
Joseph Flint
Clerk/Treasurer Kristene Libordi
Deputy Clerk Vanessa Scott
Fire Chief Michael Robbins Absent
Asst Fire Chief Chad Hancock
OIC Scott Richardson
Public Works Superintendent Richard Scavo - Absent
Public Works Charles Harrison
CEO William Rusby

Mayor Falci opened the meeting at 7:00 PM with the pledge of allegiance.

MINUTES

A motion to accept the April Minutes was made by Trustee Joseph Ingalls, seconded by Trustee Josh Greenthal and carried.

| | | | |
|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

TREASURER'S REPORT

A motion to accept the Treasurer's Report was made by Trustee Ingalls, seconded by Trustee Greenthal and carried.

| | | | |
|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

CODE ENFORCEMENT REPORT

Code Enforcement Officer William Rusby went over his report. Trustee Ingalls asked if the resident on Seneca Rd will not be using his shared curb opening. CEO Rusby noting that the owner of the house demolished on Seneca Rd. will keep the driveway entrance.

Mayor Falci asked about political signs out before elections. The political sign on Seneca Rd. has been put out sooner than allowed by our code. CEO Rusby will notify the resident of the time frame for putting out political signs.

A motion to accept the Code Enforcement Report was made by Trustee Frank Libordi, seconded by Mayor Falci and carried.

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|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

POLICE REPORT

Police OIC Scott Richardson was not in attendance. Mayor went over the report. Seneca Rd being monitored for trucks and Third St monitoring residents not obeying stop signs. OIC Richardson spoke with Greg Rollins at Alstom regarding the placement of a sign for tractor trailers coming out of the Alstom parking lot. The sign indicates no right turn onto Seneca St. Mr. Rollins has no problem with the sign but recommended that the Village get approval from Mitch Cornish from the City DPW. Road checks are being conducted on Seneca Rd and will continue thru the summer.

A motion to accept the Police Report was made by Mayor Falci, seconded by Trustee Greenthal and carried.

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|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

FIRE REPORT

Fire Chief Robbins not in attendance. He is hosting a Fire Officer 1 class at the department's training room. Assistant Fire Chief Chad Hancock went over the monthly report. County has stated that the new radio system will be functional this summer. Mandatory PESH refresher is going to be May 21 and the 28th 6PM. A head count from the clerk is needed for the CPR/AED class. The new radio policy is being issued and signed by all members. Booster Drive total \$7,710. Three firefighters going to the flashover simulator training in Bath. Banquet is May 18th – please RSVP. One member for approval – Mike Dunning. Current membership – 30 Regular members and 3 Jrs.

| | |
|----------------------|---|
| Total calls for Town | 5 |
| Village | 2 |
| Fire Alarm Checks | 4 |

A motion to accept the Fire Report was made by Trustee Joseph Flint, seconded by Mayor Falci and carried.

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|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

A motion to approve Michael Dunning for membership as an exterior firefighter was made by Mayor Falci, seconded by Trustee Flint and carried.

| | | | |
|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

A motion to approve Fire trucks going to Canisteo Craze Daze and the Memorial Day parades in Hornell and Arkport was made by Mayor Falci, seconded by Trustee Greenthal and carried.

| | | | |
|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

MAINTENANCE REPORT

Superintendent Richard Scavo not in attendance. Assistant Superintendent Charles Harrison went over the report. All water leaks in the Village have been addressed and repaired. Clerks office is now secured.

City of Hornell assisted with water leak on Wells Ave. and top dirt for seeding areas that were disrupted from the water leak dig ups.

Trustee Libordi asked about the man lift. He noticed that Mr. Harrison was using a ladder instead of the man lift. What happened to the lift – only a year old. Mr. Harrison noted that it was bought used and there was a broken piston and leaking oil. It should be back this week. Trustee Ingalls stated that it was purchased as is.

Mr. Harrison stated that the company that did the water leak marks was “spot on”. They did a great job.

Mayor Falci stated that Superintendent Scavo and Mr. Harrison have done a great job on maintenance of village buildings. He noted the work done in clerk’s office and bringing it up to security standards.

A motion to accept the Maintenance Report was made by Mayor Falci, seconded by Trustee Flint and carried.

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|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

NEW BUSINESS

FISCAL YEAR FINANCIAL CLOSING DATE

The board will meet on May 28th at 5:30 PM to approve payment of year end bills and possible TAP information addressed.

AUDIT – CLERK/TREASURER POSITION

Trustee Ingalls would like the board to consider a possible audit of the office with Clerk/Treasurer Libordi retiring from the position and taking the Treasurer position. He determined that since Clerk Libordi will pass the Clerk duties to Vanessa Scott but continue the Treasurer’s duties, he doesn’t believe for auditing purposes that it is not significant at this time. They went over the Agreed Upon Procedures done in 2016 by Wager CPA. In speaking with Wager CPA, the board could request it done again, but they didn’t feel it was necessary with Clerk Libordi staying on as Treasurer.

RESOLUTION 12-2019 DIVIDE CLERK/TREASURER POSITION

The following Resolution was made by Mayor John Falci, seconded by Joe Ingalls and carried,

RESOLVED, that the Village of North Hornell Board of Trustees at the Regular Board Meeting May 13, 2019 approved the separation of the Clerk/Treasurer position, with Vanessa Scott appointed as Clerk, Records Management Officer and Registrar, with Kristene Libordi appointed Treasurer, Deputy Clerk, Deputy Records Management Officer and Deputy Registrar effective June 1, 2019. Oaths of Office to be taken at that time.

| | | |
|-------------------|-----|---------|
| | Aye | Nay |
| Mayor Falci | X | |
| Trustee Libordi | | Abstain |
| Trustee Ingalls | X | |
| Trustee Greenthal | X | |
| Trustee Flint | X | |

PROPOSED NEW SIGN FOR ELDERWOOD

CEO Rusby presented the plans for a new sign to be erected in front of Elderwood on Bethesda Dr. The Board gives their approval if the sign is out of the right of way and the variance for sign size (32 sq. ft.) goes through with ZBA approval. CEO will be in contact with the administrator and make sure they comply. He will also contact Mary Barnes chairperson for ZBA.

CREDIT CARD CHANGE

Trustee Ingalls has proposed that the board discontinue the current credit card used by the Mayor, Clerk and DPW Superintendent. He would like the card to be from Steuben Trust directly and it will be a Credit/Debit card. No interest with expenditures.

Trustee Ingalls motioned to approve going to the Steuben Trust Credit/Debit card for the Mayor, DPW Superintendent Scavo and Clerk Scott (June 1st), seconded by Mayor Falci and carried.

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|-----------------|---------|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Abstain | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

RESIGNATION LETTER FROM CLERK/TREASURER

Motion to accept the letter of resignation (retirement) from Clerk/Treasurer Libordi with her last day being May 31st was made by Mayor Falci, seconded by Trustee Greenthal and carried.

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|-----------------|---------|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Abstain | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

MAYOR’S APPOINTMENTS FOR 2019-2020

Changes were made to the Mayor’s appointments due to the retirement of Clerk/Treasurer and the spitting of her position. The following is the corrected list as of June 1, 2019:

- Zoning**
 - Mary Barnes Chairperson
 - Mark VanDurme
 - David Watt
- Planning**
 - Maureen Broughton Chairperson
 - Timothy McDaniel
 - Gerald Partridge
 - Valerie Slaght
 - Kristene Libordi

- | | |
|--------------------------|------------------|
| Deputy Mayor | Joseph Ingalls |
| Clerk | Vanessa Scott |
| Registrar | Vanessa Scott |
| Records Mgmt Officer | Vanessa Scott |
| Treasurer | Kristene Libordi |
| Deputy Clerk | Kristene Libordi |
| Deputy Registrar & RMO | Kristene Libordi |
| Superintendent of PW | Richard Scavo |
| Officer In Charge (OIC) | Scott Richardson |
| Zoning Officer | William Rusby |
| Code Enforcement Officer | William Rusby |
| Plumbing Inspector | William Rusby |
| Payroll Officer | Mayor Falci |
| HAT Representative | Joseph Dick |
| Attorney | Eric Shults |
| Health Officer | Dr. Ismail Mehr |
| Official Paper | Evening Tribune |
| OIC | Scott Richardson |

Board Committees:

- | | |
|----------------|----------------------------------|
| Public Work | Josh Greenthal and Joe Flint |
| Public Safety | Josh Greenthal and Joe Flint |
| Public Finance | Frank Libordi and Joseph Ingalls |

OLD BUSINESS

TAP UPDATE

Trustee Ingalls gave an update on the Seneca Rd. sidewalk project. There will be a meeting on May 21st at 12:30 PM. Engineer in charge, contractors, utility people involved, DPW Superintendent, Mayor and any Trustees who can make it.

Construction will start anytime after the meeting. Blades will have till the end of summer to complete. Trustee Ingalls still needs to have Seneca Rd. residents send back signed property right of way release letters. There are a 20 or more residents that have not done so. He is suggesting that letters are sent or possibly go door to door to sign. The board agreed that a phone call ahead of a letter would be the best way to go. If not signed, the contractor can not go on to private property. The Mayor is hoping to have estimates by June 9th.

SENECA RD WATER ISSUES

Residents on Seneca with water problems were in attendance: Mr. & Mrs. David VanKeuren, Cynthia Kirk and Marilyn Buddenhagen. Hose from the hydrant at the corner of Linwood and Seneca is being used to service their homes with water until the project can start. They are questioning when this project will start.

The health department has not given its approval on the project.

Board approving DPW to acquire estimates from contractors to do the work going from Linwood to Maplewood. The board would also like a timeline with the estimate.

SEWER/WATER ACCOUNT

Trustee Ingalls would like to move forward with a water account. The board will need to decide what the rate will be for water and sewer.

VILLAGE PROPERTY – SENECA RD

The board would like to separate the parcel into three lots. There have been three requests to purchase a parcel. Board is considering how to proceed with the selling of the parcels. Water and sewer will have to be moved to the property. Selling price to be determined.

COMMERCIAL TRUCK SIGNS

Trustee Libordi went over location of suggested new signs to be placed outside the Village limits that will stop large commercial trucks from using Seneca Rd. The first three would be located at the intersection of Seneca Rd and CR 70 A on the three corners excluding the Kwik Fill corner and the 30’ south of the Vanity Lane and Seneca Rd. intersection in the city of Hornell. They discussed vehicles in the 10,000 to 26,000 weight limits (8 tons). The village has to approach the town, city and county for permission to put signs up.

RESOLUTION 13-2019 - BUDGETARY AMENDMENT

The following Resolution was made by Frank Libordi, seconded by Joe Flint and carried,

RESOLVED, that the Village of North Hornell Board of Trustees at their Regular Board Meeting on May 13, 2019 approved the transfer of funds from A1990.4 Contingent Account to A8510.4 Community Beautification in the amount of \$200.00 for the purchase of additional pole bands for banners.

| | | |
|-------------|-----|-----|
| | Aye | Nay |
| Mayor Falci | X | |

| | |
|-------------------|---|
| Trustee Libordi | X |
| Trustee Ingalls | X |
| Trustee Greenthal | X |
| Trustee Flint | X |

RESOLUTION 14-2019 - BUDGETARY AMENDMENT

The following Resolution was made by Mayor John Falci, seconded by Josh Greenthal and carried,

RESOLVED, that the Village of North Hornell Board of Trustees at their Regular Board Meeting on May 13, 2019 approved the transfer of funds from A1990.4 Contingent Account to A1325.4 Clerk contractual in the amount of \$919.95 for the purchase HP ProDesk Tower PC for Clerk’s office and 2 adding machines.

| | Aye | Nay |
|-------------------|-----|-----|
| Mayor Falci | X | |
| Trustee Libordi | X | |
| Trustee Ingalls | X | |
| Trustee Greenthal | X | |
| Trustee Flint | X | |

RESOLUTION 15-2019 - BUDGETARY AMENDMENT

The following Resolution was made by Mayor John Falci, seconded by Joe Ingalls and carried,

RESOLVED, that the Village of North Hornell Board of Trustees at their Regular Board Meeting on May 13, 2019 approved the transfer of funds from: A1990.4 Contingent Account to A1325.11 Deputy Clerk Personal in the amount of \$1092.00, to A1325.1 Clerk Personal in the amount \$1.00 for payroll shortage, A1325.4 Clerk Contractual in the amount of \$165.00 for stamps – property taxes.

| | Aye | Nay |
|-------------------|-----|---------|
| Mayor Falci | X | |
| Trustee Libordi | | Abstain |
| Trustee Ingalls | X | |
| Trustee Greenthal | X | |
| Trustee Flint | X | |

RESOLUTION 16-2019 - BUDGETARY AMENDMENT

The following Resolution was made by Mayor John Falci, seconded by Joe Flint and carried,

RESOLVED, that the Village of North Hornell Board of Trustees at their Regular Board Meeting on May 13, 2019 approved the transfer of funds from A1990.4 Contingent Account to:
A1620.4 Buildings Contractual in the amount of \$1,800 for unanticipated overages and A5182.4 Street lighting in the amount of \$2282.10 for LED switch over.

| | Aye | Nay |
|-------------------|-----|-----|
| Mayor Falci | X | |
| Trustee Libordi | X | |
| Trustee Ingalls | X | |
| Trustee Greenthal | X | |
| Trustee Flint | X | |

RESOLUTION 17-2019 FEDERAL AID & STATE MARCHISELLI PROGRAM

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State “Marchiselli” Program-aid eligible costs, of a transportation federal- aid project and appropriating funds therefore:

WHEREAS, a Project for the Transportation Alternative Program: North Hornell Pedestrian and Bicycle Improvements, Village of North Hornell Steuben County P.I.N 6755.10 (the Project) is eligible for funding under Title 23 US Code, as amended, that calls for the apportionment of the cost such program to be borne at the ratio of 80% Federal funds and 20% non- federal funds; and

Whereas, the Village of North Hornell desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Transportation Alternative Program: North Hornell Pedestrian and Bicycle Improvements, Village of North Hornell, Steuben County.

NOW, THEREFORE, the North Hornell Village Board duly convened does hereby

RESOLVE, that the North Hornell Village Board hereby approves the above subject project; and it is hereby further RESOLVED that the North Hornell Village Board hereby authorizes the Village of North Hornell to pay in the first instance 100% of the federal and non-federal share of the cost of Design, Construction and Construction Inspection work for the project or portions thereof: and it is further

RESOLVED that the sum of \$947,800 is hereby appropriated from Village funds and borrowing options and will be made available to cover the cost of participation in the above phase of the Project and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Village of North Hornell shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the New York State Department of Transportation thereof, and it is further

RESOLVED, that the Mayor of the Village of North Hornell be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Village of North Hornell with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality’s first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project. And it is further

RESOLVED, this Resolution shall take effect immediately.

The above Resolution was made by Mayor John Falci seconded by Joe Flint and carried....

| | <u>AYE</u> | <u>NAY</u> |
|-------------------|------------|------------|
| Mayor Falci | X | |
| Trustee Libordi | X | |
| Trustee Ingalls | X | |
| Trustee Greenthal | X | |
| Trustee Flint | X | |

EMPLOYEE BENEFITS PACKAGE/POLITY UPDATES

Trustees made changes to the employee sick days and personal days. Sick days may accumulate to a maximum of 30 days & upon retirement they will be entitled to 20 days of accrued leave at their regular rate of pay.

Bereavement days are three per year per death. Children will be added to the list. Additional time to the three days may be granted at the direction of the board of Trustees.

Vacations can accumulate from year to year only in emergency situations and must obtain permission from the Village board – a maximum of five days will be considered under these circumstances.

Holiday shall start at 12:00 AM of the holiday.

Trustee Greenthal will write up the policy for next month’s meeting approval.

OTHER

WEBSITE

Deputy Clerk asked that the Trustees update their bio for the website. New Clerk hours will be posted on the site.

PAY BILLS

| | | |
|--------------|----------------------------|-------------|
| General Fund | Voucher #380-399 & 416-443 | \$46,662.07 |
| Sewer Fund | Voucher #63-65 & 68-72 | \$1,567.84 |

Clerk Libordi informed the board that last month there were problems with the accounting program and voucher numbers were deleted due to duplicate numbers. Trustee Ingalls was aware of the problem and initialed all abstract pages.

A motion to pay bills was made by Mayor Falci, seconded by Trustee Libordi and carried.

| | | | |
|-----------------|-----|-------------------|-----|
| Mayor Falci | Aye | | |
| Trustee Libordi | Aye | Trustee Greenthal | Aye |
| Trustee Ingalls | Aye | Trustee Flint | Aye |

Respectfully submitted,

Kristene Libordi
Clerk/Treasurer