

REGULAR MEETING OF THE NORTH HORSELL VILLAGE BOARD
July 8, 2019 7:00 PM

ATTENDANCE: Mayor: John Falci - absent
Trustees: Frank Libordi, Joseph Ingalls, Josh Greenthal
Joseph Flint
Clerk Vanessa Scott
Treasurer Kristene Libordi
Fire Chief Michael Robbins - late
Public Works Superintendent Richard Scavo
Public Works Charles Harrison

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

MINUTES

A motion to accept the 2 sets of June Minutes was made by Trustee Frank Libordi, seconded by Trustee Joe Flint and carried.

Mayor Falci	Absent		
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 Josh Greenthal, seconded by Trustee Joe Flint and carried.

Mayor Falci	Absent		
Trustee Libordi	Aye	Trustee Greenthal	Aye
Trustee Ingalls	Aye	Trustee Flint	Aye

Trustee Ingalls reported he and the Treasurer will be getting together to go over items for the Capital Project. No major changes are to be made they will just be getting together to go over figures and other specific items.

CODE ENFORCEMENT REPORT

He reported the Animal Hospital is being worked on by yet another contractor but is finally coming along nicely. It’s getting a newly designed roof. He reported on other Building permits that have been submitted. He reported on the property at 366 Cleveland Ave. Trustee Libordi wanted to make sure that the lawn care that is being done by the DPW is slated to be charged to the account for that property. Clerk Scott confirmed that it would be charged and also reported that all mailings are returning to the village unopened and not signed for. The Clerk’s office is looking in to who is supposed to be taking care of the property.

A motion to accept the Code Enforcement Officers Report was made by Trustee Libordi, seconded by Trustee Flint and carried.

Mayor Falci	Absent		
Trustee Libordi	Aye	Trustee Greenthal	Aye
Trustee Ingalls	Aye	Trustee Flint	Aye

POLICE REPORT

Deputy Mayor Ingalls reminded the Board and those in attendance that the Department continues to look for a resolution to the lack of police coverage in the village. He reminded them that there are other avenues being

considered and the board will be kept informed as to decisions and offers that come in from now until the next scheduled board meeting. Deputy Mayor Ingalls also announced that he and the Mayor met with the City of Hornell to discuss the possibility of shared services but nothing has been agreed upon at this time. More information and decisions will be forthcoming.

There was no report to vote on at this time due to lack of employing an OIC (Officer in Charge).

FIRE REPORT

Deputy Mayor Ingalls acknowledged that Chief Robbins provided a copy of the DEC grant that the fire department was submitting and funding to each trustee. Deputy Ingalls asked if anyone had any questions about what was provided. No comment.

He asked to have the CPR class put on the Village Website. Clerk Scott asked the chief to get her the information he wants posted and it will be on the website that day.

Question about line item #6. When the hose is “lost” after a testing, what happens to this portion of the hose. Fire Chief Robbins reported they throw it away. He said some people ask to get it so they can use it at the lake, etc. Joe Ingalls recommended offering those sections of hose to the DPW in the future.

More discussion and clarification about the DEC grant took place at this time.

Current membership – no report

Total calls for Town	6
Village	1
Fire Alarm Checks	5
M/A	4

A motion to accept the Fire Report was made by Trustee Josh Greenthal, seconded by Joe Flint and carried.

Mayor Falci	Absent		
Trustee Libordi	Aye	Trustee Greenthal	Aye
Trustee Ingalls	Aye	Trustee Flint	Aye

MAINTENANCE REPORT

Superintendent Rich Scavo reported that a letter from the Department of Transportation has been received and the extreme weather recovery money has been reinstated and that it has already been figured in to the budget. The amount is \$3,682.18 that can be used for roads and is already being accounted for to help in future needs. Flow reports were reviewed at this time. He brought up a concern about the concern of the amount of sewer flow throughout the village and the percentages continue to rise.

He handed out a proposal from LaBella Engineering talking about the proposal to “re-up” the sanitary sewer survey. He reminded the board that the last sanitary study that was done was back in 1990 and he really would like the board to consider having the study done to get things updated. He said with all of the growth that’s been happening around the village, it should be done because 100% of all sewage runs through the Village of North Hornell. 91% comes from the town and 9% is from the Village itself.

The cost for the survey is \$5,000 and was budgeted last year and was not used and was put back in the current year budget. Discussion went further that the City of Hornell should be as concerned about the flow of water passing through the Village of North Hornell. Trustee Libordi then asked to make sure that a discussion about a Municipal Attorney be put on the agenda for the August 12, 2019 meeting. He asked for a list of repairs that have been done in the village so to come up with an accumulated amount to determine what amount the City of Hornell should reimburse the Village of North Hornell. Trustee Libordi confirmed the water contract is in effect until 2025 and the sewer contract is in effect until 2031.

More discussion about the contract with the City took place at this time and Trustee Libordi continues to request having a municipal attorney present to review and direct the Village of what avenue to go to collect the City's portion of sewage repair costs, etc.

A motion to accept the Maintenance Report was made by Deputy Mayor Ingalls, seconded by Trustee Libordi and carried.

Mayor Falci	Absent		
Trustee Libordi	Aye	Trustee Greenthal	Aye
Trustee Ingalls	Aye	Trustee Flint	Aye

NEW BUSINESS

RESOLUTION 24-2019 – BONDING FOR SENECA ROAD PROJECT

The following Resolution was previously adopted at a special meeting in June 2019.

	Aye	Nay
Mayor Falci	Absent	
Trustee Libordi	X	
Trustee Ingalls	X	
Trustee Greenthal	X	
Trustee Flint	X	

RESOLUTION 25-2019 - BUDGETARY AMENDMENT

The following Resolution was made by Trustee Libordi, seconded by Trustee Greenthal and carried,

RESOLVED, that the Village of North Hornell Board of Trustees at their Regular Board Meeting on July 8, 2019 approved the transfer of funds from A1990.4 Contingent Account in the amount of \$748.67 to A1940.2 Purchase of Land Account to purchase the Ariel Esnal's property on 3rd Street in North Hornell, Tax Map #136.18-03-033.000.

	Aye	Nay
Mayor Falci	Absent	
Trustee Libordi	X	
Trustee Ingalls	X	
Trustee Greenthal	X	
Trustee Flint	X	

YARD SALE DATES

The Village annual yard sale will take place July 12th and 13th. The Seneca Road project will not be halted but safety precautions will be in place. Blades will not work on Saturday but will confine the work on Friday.

SENECA ROAD PROJECT TIME LINE

It was announced to the attendees that a time line for the project is out in the foyer of the Village Hall but reminded them that the timeline is "tentative" and asked them to understand that the project could be running a little behind the timeline at this time and if there are any questions, asked them to call the Village Hall.

REPLACEMENT TREE PROGRAM

Deputy Mayor Ingalls explained the future of the replacement of trees that were taken down for the Sidewalk project and that it continues to be investigated. Concerns were discussed as far as where trees can be planted, what type of tree, etc.

Trustee Flint offered to talk to a representative, Sandra Rapp from NYSDOT and report back to the board at the August 12, 2019 meeting.

PREVAILING WAGE SEMINAR

The board agreed to have a representative come to the Village to present information on prevailing wage, etc. This is at no cost to the village and will be about an hour seminar. Clerk Scott will contact the representative, John Pratt to let him know when we would like him to come and do his presentation. An email will be sent out to the board members as soon as a date is set.

OLD BUSINESS

WATER PROJECT

Rich Scavo reported that things are moving along. He said he has been telling the residents that the tentative date he is planning to start hooking them up to the new system would be around the first week of August as long as there are no issues. He informed the board of the dates for the planned sanitation and pressure tests. The cost of the current water project to date is over \$13,391.38 on materials with \$14,391.00 remaining out of the \$30,000 budgeted for these projects to go towards the next phase. He reported another hydrant will need to be purchased to move it to the other side of the street. He informed the board that the current hydrant is a 46 year old hydrant, is not in a recommended area. Superintendent Scavo recommends replacing the old hydrant with a new one which is approximately \$4,000.00. A discussion with the Fire Chief took place at this time about the placement of the fire hydrant. Mr. Scavo reported that the residents that have been affected by this water project seem to be happy at this time and have continued to receive water during the process. The second phase of the water project will be from Elmwood to Maplewood and is planned to start in the spring of 2020. He also mentioned the 3rd phase will be from the doctor's office to Real, Real Estate offices which would be a couple years down the road. The water pressure is not an issue with the residents that are on the next 2 phases of the water project at this time.

Trustee Flint asked if updates on the village drawings are being maintained as changes and updates are made to the village. Superintendent Scavo reported they don't have any way of doing updates to drawings but they are keeping notes.

Trustee Ingalls asked about the water software (Diamond Maps) and requested keeping it up-to-date as much as possible. Superintendent Scavo said they are updating that as they make updates and changes but continue to keep notes as well.

Trustee Ingalls reported that the project cost is much lower by being done by Superintendent Scavo and Charlie Harrison. The price tag for the project could have been as much as \$50,000 or \$60,000 and wanted to make sure that it was noted the amount of money being saved by our DPW doing the work. He also noted that it was understood that it is taking them away from other work that is usually done during this time of the year.

TAP UPDATE

Trustee Ingalls reviewed again that a resolution for the bond to move forward with the Seneca Road project had been discussed earlier, informed that the first invoice has been received. He reminded the residents of the timeline that is available in the Village hall foyer. A progress meeting with Lu Engineers and Blades is scheduled for Thursday, July 11, 2019. More meetings will be scheduled as the project moves along.

He reported that interruptions in using driveways and entrances to the resident's homes will be at least a 7 day "curing time" but also noted that residents that need special accommodations will be considered. He reported that

Blades mentioned they could accommodate some of the residents but wouldn't be able to do a large quantity. Possible plating can be put over the driveways that are needed for special considerations.

COMMERCIAL TRUCK SIGNS

Reviewed past minutes, mentioned Mayor Falci agreed to talk to Mayor Buckley of the City of Hornell and Attorney Shults. He reported that information would be gotten to Rich Scavo as far as what signs to order for placing them in areas to deter commercial truck entrance on Seneca Road. Nothing had been said to date about ordering the signs. Deputy Mayor Ingalls asked Trustee Libordi to get together with Rich Scavo to get the signs ordered and get them placed so to get this issue off the agenda. Trustee Libordi agreed he would get together with Mr. Scavo and signs will be ordered. Rich Scavo reported he has a sign company that he works with that are very reasonable and doesn't take long to get the signs from them. Mayor Falci will still need to contact the City of Hornell.

CHURCH PROPERTY

Trustee Greenthal reported his submission to the Clerk was a little later than anticipated. Asked the board if the verbiage he submitted was appropriate. Approval was given and Clerk Scott said she would have it on the website the next morning. (Tuesday, July 9, 2019).

It was reported that the lot was being subdivided by Stephen Hubertus but no maps have been submitted to the Clerk's office.

EMPLOYEE BENEFITS PACKAGE/POLITY UPDATES

Bereavement had been approved but, the entire Full Time Employee Benefits package had not been "officially approved" by the board and needs to be done.

Trustee Greenthal reported that Rich Scavo put together an email with the information that needed to be approved by the board but mentioned that there is a section in the contract that needs to be changed based off the bereavement.

In the Holiday section, #3, letter A needs to be changed and possibly remove letter B completely with changes that were discussed at the meeting effective July 8, 2019.

Final changes will be made by Trustee Ingalls and the Village Clerk.

Deputy Mayor Ingalls said he wanted to get these changes made and make a final approval on this tonight. Further discussion took place and changes would be made by Rich Scavo and a final copy would be given to the full time employees.

B will be removed; C will become B, etc.

A motion to accept the Full Time Employee Benefit and Holiday Agreement was made by Trustee Josh Greenthal Seconded by Trustee Joe Flint and carried to be effective July 8, 2019. This will also be the beginning of the Full Time Employee Handbook that is being worked on by Trustee Greenthal.

	Aye	Nay
Mayor Falci	Absent	
Trustee Libordi	Abstain	
Trustee Ingalls	X	
Trustee Greenthal	X	
Trustee Flint	X	

POLICIES AND PROCEDURES ON BUDGET ITEMS AND PURCHASES

Deputy Mayor Ingalls reviewed the procurement policy with the department heads that were present at the meeting. He reiterated the importance of following the procurement policy, asked if each department head had a copy of the policy. He then asked if there were any questions of what is expected from the said policy and noted there have been a history of issues with following the policy. No questions were raised at this time. It was noted that purchases will be monitored closely and the policy will be implemented as stated.

OTHER CONCERNS

Residents of Chambers Street showed up and voiced their concern with the increased amount of traffic going through their street. It was reported that traffic is not only driving through the street at a higher rate of speed than they should, but, it is a one way street and traffic is coming in both ways. This has caused a few close calls with joggers and children that live on that street. The residents asked if there was something the board could/would do to make their street safe again. The board discussed several options and left it that they would bring the options to the Mayor upon his return from vacation and put something in to action when a decision could be made. They told the residents that they would hold a special meeting if necessary to decide what can be done to make Chambers Street safe for the residents. The board assured the residents that they would be in touch with each of them to let them know what the decision was as soon as they could.

Drainage on Chambers street continues to be a concern and if more buildings are going to be erected, the concern with drainage will increase.

Sal Wachter, a resident on Seneca Street reported he has also noticed an increase of traffic in alley behind his home and recommended the board take a look at making a decision to have that alley also a one way. He mentioned that he put a sign of his own out and it worked for the time that he put it up and thought maybe it could be decided upon by the board to make that permanent.

The board told the residents voicing these concerns that they would be presented to the Mayor upon his return and, if necessary, the board will hold an emergency meeting to discuss the issues at hand and find solutions.

Questions if a decision has been made those sidewalks to individual resident's homes could be replaced/updated at the expense of the individual home owners. Deputy Mayor Ingalls replied that this is something that needs to be discussed further and it is understood that it would be at the cost of each individual home owner. He also reminded residents that it is not something that could be done at this time; it would need to wait until the current project is completed. This will need to be discussed further at another time.

Trustee Libordi asked about the Massie Ferguson tractor used by the DPW that needs repair. The hydraulic filter was smashed and the drive shaft broke. Not something that anyone did, it just happened. Rich Scavo reported all of the work necessary will be covered under warranty.

There was a discussion about the need to increase the hours for the Treasurer from 15-20 hours to a max of 30 for a short time. It was explained that, after the transition of splitting the clerk/treasurer position in to two separate positions, Treasurer Libordi is finding it difficult to get things done that need to be completed in the 15-20 hours allotted and for a short time would like to have the hours increased. Computer issues, the AUD with Tom Lauffer and other situations have added to the extra time needed and she is not getting the time she feels she needs to help the Clerk with things that may need to be done in that capacity.

Deputy Mayor Ingalls informed the board that the increase of hours would only be until August 31, 2019 at which time the treasurer should be able to get back to the 15-20 hours as originally set by the board at the split of the two positions.

Treasurer reported that she is not sure that she will always need to work the 30 hours being requested, she would rather not have the extra hours but, she would rather have them available if she actually needs them. (They would be on an "As needed basis"). There was a question if getting a part time employee to do just taxes at a decreased rate of a part time employee of \$11.10 per hour for a limited time would be beneficial. At this time it would be too much to train a new employee and it is thought to be a very short time need for these added hours due to unforeseen

circumstances with computer issues and an audit taking up time that the treasurer is not able to get things done she needs to get done and then prevents her from assisting with the Clerk's duties when things get busy.

A motion was made by Deputy Mayor Ingalls and Seconded by Josh Greenthal to increase the hours for the treasurer position from 20 hours to a maximum of 30 as needed until August 31, 2019. This will be revisited at that time and another motion may be necessary at that time.

	Aye	Nay
Mayor Falci	Absent	
Trustee Libordi	Abstain	
Trustee Ingalls	X	
Trustee Greenthal	X	
Trustee Flint	X	

This will be discussed with Mayor Falci when he returns. Trustee Greenthal confirmed that this is for a short term and that it is only due to unforeseen situations.

PAY BILLS

General Fund: 39-77 total claims were: \$34,547.40

Sewer Fund: 4-7 Total Claims were: \$409.33

Seneca Road Project Fund: 6 Total Claim was: \$9,786.07

A motion to pay bills was made by Trustee Frank Libordi and Seconded by Joe Flint and carried.

	Aye	Nay
Mayor Falci	Absent	
Trustee Libordi	X	
Trustee Ingalls	X	
Trustee Greenthal	X	
Trustee Flint	X	

All members agreed and approved to pay bills with no listed exceptions.

Reminder of the next board meeting to convene on August 12, 2019 at 7:00pm

The meeting was adjourned at 9:30pm

Respectfully submitted,

Vanessa Scott
Village Clerk