

**VILLAGE OF NUNDA
AGENDA
REGULAR BOARD MEETING
April 20, 2026 at 6:00 P.M.**

1. Call to order
2. Roll Call
3. Pledge of Allegiance
4. Open Forum
5. Village business as presented by Mayor Cox;

APPOINTMENTS:

Deputy Mayor
Clerk-Treasurer (2 year)
Registrar
Code Enforcement Officer (1 year)
Deputy Registrar
Deputy Clerk-Treasurer (1 year)
Deputy Code Enforcement/Zoning Officer
Associate Justice

INCUMBENT

William Davis
Kimberly Wester
Kimberly Wester
Kevin Margerum
Tamara McCallum
Vacant
Vacant
Vacant

LIAISONS:

Administrative (insurance, planning, office,
phone, computer, data)
Water
Other Utilities (sewer, streets, trees, cable)
Youth / Parks
Budget Preparation
Code Enforcement
Public Safety / Police Commissioners

CURRENT MEMBERS

Mayor/Trustee _____

Mayor
Dpty Mayor Snyder/Trustee _____
Mayor/Trustee _____
Mayor/Village Board
Mayor/Trustee _____
Dpty Mayor Snyder/ Trustee _____

FINANCIAL CONSULTANT:

Fiscal Advisors & Marketing, Inc.

FINANCIAL DEPOSITORY:

Five Star Bank
NYCLASS
M&T Bank

OFFICIAL NEWSPAPER:

The Hornell Evening Tribune

LEGAL CONSULTANT:

Kruk & Campbell, PLLC
Foote & Meyers, PLLC

VILLAGE ENGINEER:

MRB Group, P.C.

CLERK'S OFFICE HOURS:

M-F 8:30 AM - 4:00 PM
(Wednesdays – by appointment only)

DPW/WATER DEPARTMENTS HOURS:

M-T 6:00 AM – 3:00 PM

Fridays 6:00 AM – 12:00 PM

SEWER DEPARTMENT HOURS:

M-F 6:00 AM – 2:30 PM

VILLAGE / TOWN PLANNING BOARD

Meet 1st Tuesday of each month, as needed

Village Members:		Town Members:
Joan Schumaker		Chairperson –
Alternate		Alex Pierce
Brenda Weaver		Monica Morris
Joe Lindstrom		Michele Siefried
Jennifer Flint		Joseph Tamimie

VILLAGE / TOWN ZONING BOARD OF APPEALS

Public Hearings, as needed

Village Members:		Town Members:
Chairperson –		Daniel Strobel
Scott Amidon		Vickie Amidon
Jeff Essler		
<i>Vacant</i>		

**VILLAGE OF NUNDA REVITALIZATION
REVIEW BOARD – LOCAL LAW #1 – 2009**

Resident:	<i>Vacant</i>
Resident:	Gary Payne
Resident:	Cathy Kemp
Mayor:	Robert Cox
Trustee:	Patty Piper
Alternate Trustee:	<i>Vacant</i>
Secretary:	<i>Vacant</i>

6. Rules of Procedure for the Board of Trustees

BE IT RESOLVED, the Village Board of Trustees approve the following Rules of Procedure for the Village of Nunda.

WHEREAS, Village Law 4-412 provides that the Board of Trustees may determine its own rules of procedure;

NOW, THEREFORE BE IT RESOLVED, the following rules of procedure are adopted pursuant to Village Law 4-412:

- 1. REGULAR MEETINGS:** The Board of Trustees Regular Meeting is held on the second Monday of each month, commencing at 6:00 PM in the Nunda Government Center Board Room.
- 2. SPECIAL or SUPPLEMENTAL MEETINGS:** Special Meetings of the Board of Trustees, or all other Board Meetings other than Regular Meetings. A Special Meeting may be called by the Mayor or any Trustee upon notice to the entire Board. Notice must be given to each member of the Board of Trustees by telephone, in person or email at least 24 hours in advance on meeting unless an emergency requires the meeting to be held on less than 24-hour notice.
- 3. QUORUM:** A quorum of the Board must be physically present to conduct business. A quorum of the five-member Board of Trustees is three, regardless of any Board vacancies.
- 4. EXECUTIVE SESSIONS:** Executive sessions must be held in accordance with New York State Public Officers Law 105. All executive sessions must be entered into by a motion made from a properly noticed and conducted open meeting.

5. AGENDAS: The agenda for each Board of Trustees meeting is to be prepared by the Village Clerk-Treasurer at the direction of the mayor. The Mayor or any Trustee may have an item placed on the agenda. When possible, items for the agenda must be provided to the Village Clerk-Treasurer by the Thursday before the Monday meeting, by 12:00 PM. The final agenda must be prepared by noon on the day of the meeting.

6. VOTING: Pursuant to the New York State Village Law, each member of the Board of Trustees has one vote. The mayor may vote on any matter but must vote in case of tie. A majority of the totally authorized voting power is necessary to pass a matter unless otherwise specified by State Law. A vote upon any question must be taken by ayes and noes, and the names of the members present and their votes must be entered in the minutes. Any vote which takes place where a voting member of the Board does not verbally voice their vote, whether ayes or noes, then this will be considered a non-vote or an abstention.

7. GENERAL RULES OF PROCEDURE:

a. The Mayor presides at the meeting. In the Mayor's absence, the Deputy Mayor presides at the meetings of the Board. The presiding officer may debate, move and take any action that may be taken by other members of the Board. Board members are not required to rise but must be recognized by the presiding officer before making motions or speaking.

b. Every motion must be seconded before being put to a vote; all motions must be recorded in their entirety in the Board's meeting minutes.

c. Once recognized, a member may not be interrupted when speaking unless it is to call him/her to order. If a member is called to order, they must stop speaking until question of order is determined, and if in order, they must be permitted to proceed. There is no limit to the number of times a member may speak on a question. Motions to close or limit debate may be entertained and require a two-thirds vote to pass.

8. GUIDELINES FOR PUBLIC COMMENT:

a. The public may speak only during the Visitor Forum period at any meeting or at such other time as a majority of the Board allows.

b. Speakers must be recognized by the presiding officer and should introduce themselves prior to engaging in direct dialog on any topic with the Board.

c. Board members may, with the permission of the mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.

d. All remarks must be addressed to the Board as a body and not to any member thereof.

e. Speakers must observe the commonly accepted rules of courtesy, decorum, dignity, and good taste.

f. The public will be held to a three-minute time limit to address the Board on any matter they so choose to discuss. Additional time will be granted only by a majority vote of the Board.

9. MINUTES:

a. The Village Clerk-Treasurer is responsible for taking minutes of the Board. Minutes must consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

b. Minutes must also include the following:

- Name of the Board;
- Date, place, and time of meeting;
- Notation of the presence or absence of Board members and time and arrival or departure if different from time of call to order or adjournment;
- Name and title other Village Officials and employees present and the approximate number of attendees;
- Record of reports made by Board or other Village personnel;
- Time of adjournment; signature of the Village Clerk-Treasurer or person who took meeting minutes.

c. The Village Clerk-Treasurer is responsible for creating a draft of meeting minutes within the prescribed timeframe as provided by New York State Open Meetings Law.

10. ORDER OF BUSINESS OF THE BOARD OF TRUSTEES:

- a. Call to order;
- b. Roll call;
- c. Visitor's Forum;
- d. Review / approval of meeting minutes from previous meeting(s);
- e. Reports from Departments / Committees
- f. Review / approval of Abstract;
- g. New business;
- h. Old business;
- i. Other business;
- j. Policy Review
- k. Communications / Informational Items
- l. Adjournment

11. GUIDELINES FOR USE OF RECORDING EQUIPMENT: All members of the public and all public officials are allowed to be taped or video recorded at public meetings. Recording is not allowed during executive sessions. Recording should be done in a manner which does not interfere with the meeting. The mayor may determine whether the recording is being done in an intrusive manner taking into consideration, but not limited to, brightness of lights, distance from the deliberations of the Village Board, size of equipment and the ability of the public to participate in the meeting. If the recording is determined to be intrusive and interferes with the meeting, the mayor may direct that the recording be stopped or undertaken in a different manner or location.

12. ADJOURNMENT: All meetings may be adjourned by single motion.

13. AMENDMENTS TO THE RULES OF PROCEDURE: The foregoing procedures may be amended from time to time by a majority vote of the Board. These procedures do not require annual review unless directed by the mayor.

7. Audit of Claims

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit claims for public utility service, postage, freight, and express charges; and Health Insurance and,

WHEREAS all claims shall be presented at the next regular meeting for audit; and

WHEREAS the claimant and officer incurring or approving the claim jointly and severally liable for any amount disallowed by the Board of Trustees,

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and health insurance. All claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the claims shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That this resolution shall take effect immediately.”

8. Depositories

WHEREAS the Board of Trustees has determined that Village Law requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees designates the following institutions as depositories of all monies received by the village clerk-treasurer and receiver of taxes. Names of Institutions:

Five Star Bank, NYCLASS, M&T Bank

Section 2. That this resolution is effective immediately.”

9. HOLIDAYS

1. New Years Day - *Thursday* (1/1/26)
2. Martin Luther King Jr. Day - *Monday* (1/19/26)
3. Presidents’ Day – *Monday* (2/16/26)
4. Memorial Day – *Monday* (5/25/26)
5. Juneteenth Day -*Friday* (6/19/26)
6. July 4th – *Saturday* (7/4/26) ***Observe Friday, 7/3/26**
7. Labor Day – *Monday* (9/7/26)
8. Columbus Day – *Monday* (10/12/26)
9. Veterans Day – *Wednesday* (11/11/26)
10. Thanksgiving Day – *Thursday* (11/26/26)
11. Day after Thanksgiving – *Friday* (11/27/26)
12. 1/2 day before Christmas – *Thursday* (12/24/26)
13. Christmas Day – *Friday* (12/25/26)
14. Day after Christmas - *Monday* (12/28/26)

5. Approval of Minutes

A. April 6, 2026

7. Approval of Invoices

A. Abstract No. 014

GENERAL	(A)	- \$ 20,610.62
WATER	(F)	- \$ 9,023.56
SEWER	(G)	- \$ 9,527.16
WWTP CIP	(H)	- \$ 2,553.75
YOUTH	(J)	- \$ <u> .00</u>
TOTAL		- \$ 41,715.09

8. Reports

A. Police

B. Code Enforcement/Zoning

C. ZBA/ Planning Board

D. WWTP

1. NYRWA Annual Conference – May 18-20, 2026

E. DPW/Water

F. Treasurer’s Report’s

1. Monthly Bank Statements-March 2026

2. Payroll – #6 & #7 Certification Review

MOTION was made by _____ after review and discussion to approve and Certify Payrolls #6 and #7, seconded by _____.

G. Justice

H. Youth Recreation

9. New Business

A. Arbor Day Event – Transporting Trees

B. Sewer Debt Rate Increase

10. Old Business

A. Village Sidewalk Ordinance

11. Other Business

12. Communications/Information Items

- Review Water Law – Establish a set fee for water connection and a required deposit, review/update Contract. (Kim, Mayor, Deputy Mayor).
- Use of Village Hall – Cleaning, Reserving, Rent Schedule, Policy (Mayor, Trustee Piper, and Kim)
- 1 West Street – Leasing (Mayor)

13. Adjournment