

DRAFT BOARD MEETING MINUTES

December 12, 2022

The Regular Meeting of the Nunda Village Board of Trustees was held on December 12, 2022, at the Nunda Government Center Building with the following present:

Mayor: Jack Morgan

Deputy Mayor: Darren Snyder

Trustees: Mel Allen

William Davis

Dr. Donald Wilcox

Police Chief: Ryan Dale

Police Officers: Errington & Klump

Chief Sewer Operator: Markus Hugi

Planning Board Chairperson: Alex Pierce

Administrator/Clerk-Treasurer: LeRoy Wood

Mayor Morgan - called the meeting to order at 7:01 PM.

Roll Call: All board members present

Pledge of Allegiance: Led by Mayor Morgan

Visitor Forum

Nunda Fire Department Presentation

Larry Mallaber, Tyler Green, Brian Wood

2023-2024 Adopted Fire Department Budget Presented to Village Board

Trail Improvement Project

Joan Shumaker and a representative from NYS Parks presented an Agreement between the Village and NYS for the maintenance and installation of equipment on the Greenway Trail located outside the municipal limits. Seven of the eight sites listed in the Agreement, in the Scope of Work, were located in the Town of Nunda on State property. Mayor Morgan stated that should there be any work to be completed by the village a new Agreement will need to be generated for review, discussion and potential adoption. Joan Shumaker stated she would work with the NYS representative to correct and present at a later date a revised Agreement.

Approval of Minutes

A. November 14, 2022

MOTION was made by Trustee Allen to accept the minutes as presented, discussed, and reviewed, seconded by Trustee Davis. Carried 5-0.

Reports

A. Police

DRAFT BOARD MEETING MINUTES

1. Draft Commissioner Meeting Minutes December 3, 2022 provided for review
2. Chief Dale introduced Nunda PD Officers Errington and Klump
3. Pay Increases

MOTION was made by Trustee Allen to approve a \$2.00 per hour pay increase for all Nunda PD Officer's effective January 1, 2023 per 2023 Budget, seconded by Trustee Davis. Carried 5-0.

4. Brock Allen Resignation Letter

MOTION was made by Deputy Mayor Snyder to accept Brock Allen's Resignation Letter from the Nunda PD, effective immediately, seconded by Trustee Allen. Carried 5-0.

- B. Code Enforcement/Zoning
- C. Waste Water Treatment Plant
 1. Right-of-way diversion discussion
 2. Sludge payment
 3. Speed limit posting on right-of-way

MOTION was made by Trustee Wilcox to post a 20 MPH Speed Limit sign at the entrance to the Sewer Plant Right-of-Way, seconded by Trustee Davis. Carried 5-0.

- D. Administrator/Clerk-Treasurer
 1. Monthly Bank Statement Account-November 2022
 2. Collateralization Report-November 2022
 3. Monthly Treasurer's Report
 4. Payroll - #23, 24-Certification Review
 5. Monthly Clerk's Report

Mayor Morgan inquired about municipal audits to be completed by the governing board. Administrator Wood stated he would review the current audit features and provide a complete list of auditing elements and other components at next months board meeting.

- E. ZBA/Planning Board
 1. Short Term rentals-local Airbnb's

MOTION was made by Trustee Wilcox to accept all departmental reports as presented, seconded by Deputy Mayor Snyder. Carried 5-0.

Approval of Invoices

- A. Invoice for Grant Funding

MOTION was made by Trustee Allen to add Invoice to Trinity Church in the amount of \$3,617.70 for expenditures related to Mural Painting Grant to the Abstract 8, seconded by Trustee Davis. Carried 5-0.

DRAFT BOARD MEETING MINUTES

Abstract No. 008

The Nunda Village Board of Trustees has reviewed and approve invoices for payment on Abstract no. 008 as follows:

GENERAL	(A)	- \$ 43,396.32
WATER	(F)	- \$ 25,143.16
SEWER	(G)	- \$ 15,296.70
WWTP CIP	(H)	- \$ 3,607.40
YOUTH	(J)	- \$.00
TOTAL		- \$ 87,443.58

The **motion** to approve was made by Deputy Mayor Snyder, seconded by Trustee Allen. Carried 5-0.

New Business

A. CDBG Drawdown No. 3: \$12,200.00

Resolution No. 2022-062

BE IT RESOLVED that the Nunda Village Board of Trustees approve the bills for payment on CDBG No. 831HR142-20 Drawdown No. 3 in the amount of \$12,200.00 once funding has been received for the following vendor list:

J. Mann Construction - \$12,200.00

The **motion** to adopt was made by Trustee Wilcox, seconded by Trustee Davis. Carried 5-0.

B. Mine Survey-approval

MOTION was made by Trustee Allen to approve the expenditure for municipal surveyor services, Grover & Bates Associates, to provide a current survey/topography map of municipal properties required by NYSDEC to maintain the village Mining Permit at a cost not to exceed \$5,400.00, seconded by Trustee Wilcox. Carried 5-0.

C. Streets & Gutters on NY State Routes 408 & 436 in the village

There is growing concern in the community with both NYS Route 408 and 436 streets that run through the village. The streets, gutters, equipment and materials have become hazardous and a present a public safety problem. Mayor Morgan stated he would like a letter generate describing to NYSDOT the villages concerns and request assistance in rectifying this public safety issue.

Old Business

A. CDBG Update

B. WWTP Update

Other Business

A. Property Maintenance Local Law review

MOTION was made by Trustee Allen to schedule a Public Hearing; January 9, 2023 on amending the Property Maintenance Local Law No. 3 of 2021, seconded by Deputy Mayor Snyder. Carried 5-0.

DRAFT BOARD MEETING MINUTES

Policy Review

A. Employee Policy Discussion/Proposed Changes

Several changes to the current Employee Policy were presented to the Board for review and discussion. Highlighted areas of the policy amended were the addition of a Quality Life Event pertaining to healthcare; Sick time accruals, and the in lieu of payments to employees not participating in the municipal healthcare program.

Resolution No. 2022-063

BE IT RESOLVED that the Nunda Village Board of Trustees approve and adopt with changes the Employee Policy, dated December 12, 2022; as presented.

The **motion** was made by Trustee Wilcox, seconded by Trustee Allen. Carried 5-0.

MOTION was made by Trustee Allen to enter into Executive Session at 9:51 PM for the discussion of personnel matters, seconded by Deputy Mayor Snyder. Carried 5-0.

MOTION was made by Trustee Allen to exit Executive Session at 10:05 PM, seconded by Deputy Mayor Snyder. Carried 5-0.

Communications / Informational / Discussion Items

A. Village Justice

MOTION was made by Trustee Allen to confer with the Town of Nunda and the Office of Court Administration in obtaining court services should our municipal elected Justice not be available in the future, seconded by Deputy Mayor Snyder. Carried 4-1 (Trustee Wilcox was a Nay vote).

Adjournment

The **motion** to adjourn was made by Trustee Allen at 10:06 PM.

Respectfully submitted,

LeRoy J. Wood, CMFO, RMC
Administrator/Clerk-Treasurer