

**VILLAGE OF PAINTED POST
REGULAR BOARD MEETING
February 12, 2018**

The Regular Meeting of the Board of Trustees for the Village of Painted Post was called to order with the Pledge of Allegiance by Mayor Foster at 7:00PM.

PRESENT: Mayor Foster, Deputy Mayor Scheidweiler, Trustee Smith, Trustee Francis, Corporal Kimmey, Fire Chief Button, DPW Superintendent Smith, Attorney Patrick and Clerk Names

ABSENT: Fire Chief Button

REGULAR BOARD

MINUTES: of January 8, 2018 were approved with a motion made by Deputy Mayor Scheidweiler seconded by Trustee Smith and carried.

POLICE REPORT: submitted by Corporal Kimmey as follows:

Traffic Arrests: Total of 24- 2 Radar, 3 Moving Violations, 0 DWI Violations, 3 Suspensions/Revocations and 16 All other Violations.

Complaints: Total of 35 – 0 Felony, 11 Misdemeanors, 6 Violations, 7 Vehicle & Traffic, 0 CPPMS, 1 Animal, 4 Domestic, 0 Local Law Violation, 1 Stolen Property Cases, 1 Found Property Case and 4 Miscellaneous.

Assistance/Services Rendered: Total of 37
5 Citizen/Motorist, 16 AMR Ambulance Serv., 4 PP Fire Dept., 3 E.I.D. Alarms, 4 VPP Justice Court, 2 Open Door, 0 Mental Health Transports, 0 Escorts/Jail Run, 3 Vacation Property Checks, 1 Steuben Co. Sheriff, 5 NY State Police, 0 Corning Police, 1 Other Agencies, 0 DA Office, 0 Dept. of Pubic/Works, 0 US Government, 0 Other agencies.

Parking Tickets: Total of 0: 0 -2A-5A Parking Enforcement, 0 Other.

Cases Adopted/Closed: Total of 5 - 0 Felony, 1 Misdemeanors, 0 Drug Interdictions, 0 Violations, 3 Mental Hygiene, 1 Warrant/FOA.

Accidents: Total of 1 - 0 Personal Injury, 1 Property Damage, 0 Other.

Total Calls for Service: 102

5N01 REPAIRS: None
5N01 MILEAGE: 1397
5N03 REPAIRS: Oil, Filter, Lube
5N03 MILEAGE: 348

For the month of January, the department had a total of 102 calls for service. The department issued a total of 24 traffic tickets for the month. Provided Bailiff duties for the court on 4 occasions. Continued to Field Training of our newest part-time officer. We have completed the number of hours required by the Police Academy and just continuing to train for all the duties on all the shifts. Had 3 MHL arrests. 2 of the subjects were high on drugs and were very combative. 1 of the subjects we arrested for possession of drugs after a Meth pipe was found in their jacket pocket. Contacted the Dog Control Officer to retrieve a not so friendly German Shepard from their vehicle after being arrested.

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**FIRE DEPT.
REPORT:**

submitted by Fire Chief Button as follows:

Total number of calls for the month were 18 – 3 MVA/Rescues, 5 Service Call, 1 Vehicle Fire, 0 Searches, 0 Chimney Fire, 0 Structure Fire, 0 Grass/Brush Fires, 0 Hazardous Conditions, 0 Vehicles Leaking Gas, 0 Storm Flooding, 5 C.O./Fire Alarm Activation, 4 Mutual Aid Fires, 0 Mutual Aid MVA, 0 Searches, 0 Mutual Aid Medical and 0 Mutual Aid AMR.

Total in Service Hours: 161
Average Fire Fighters Per Call: 13
Training Hours – 0
Training Course Hours - 0
Training Certifications: 0
Total in Service Hours to Date: 161
Total Number of Calls to date for the Year – 18

Major repairs to the Fire equipment – None Reported
Injuries – No injuries reported

Chief 2800 – Button responded to 44% of the calls for the month.
Chief 2801 – Smith responded to 89% of the calls for the month.
Chief 2802 – McCarthy responded to 0% of the calls for the month.

Two chiefs obtained fuel – 44.3 gallons.

1. Monthly department training consisted of team building skills and general

- Department operations.
2. The Department hosted a quarterly training session with CPLA and Campbell Fire Departments.
 3. The Department attended the monthly Town of Erwin Fire Council meeting.
 4. Quarterly truck maintenance completed.
 5. The Department attended the Corning Area Chiefs Meeting held at the East Campbell FD.

DPW REPORT: submitted by Superintendent Smith as follows:

Water Treatment and Distribution System

- Water levels at wells are good: **Well # 4 – 44’, Well # 3 – 27’ & Well # 2 – 43’** of water above the pump.
- Trans-loading Facility operations. Hauled ZERO Gallons for the month.
- Crew repaired and replaced water meters.
- Crew began installation of new fluoridation equipment purchased through the Fluoride Grant.
- Crew continues interior lighting replacement project at the WTP.
- Prepared and submitted mandatory Annual Water Withdrawal Report to the NYSDEC.
- Crew replaced two frozen water meters.
- Crew replaced burnt out chlorine booster pump @ WTP.
- Crew flushed water service at 220 Rand Ave.

• **Sanitary Sewer Treatment and Collection System**

- Crew jet cleaned sanitary sewers in front of 128 Fairview Ave.
- Trickling filter treatment unit severely damaged by ice buildup during extreme cold weather. Will prepare claim.
- Crew completed monthly jet cleaning of problem areas of the sanitary sewer collection system.
- Crew replaced ceiling tiles throughout the control building at the WWTP.

• **Village Streets and Walkways**

- Crew continued Christmas Trees and brush pick up.
- Crew filled pot holes throughout the Village.
- Crew trimmed and removed trees throughout the Village.
- Crew mixed salt and sand for snow removal operations on several occasions.
- Crew plowed sidewalks on one occasion.
- Crew plowed and sanded streets on 8 occasion. Four called in
- Crew plowed and or salted walkways on 5 occasions. One called in

- Crew repaired village owned street lights along Hamilton. Converted to LED lighting
- Ordered and received 105 tons of road salt.
- **Buildings and Grounds**
- Hauled weekly trash from Village facilities.
- Crew held weekly safety meetings and equipment checks.
- Crew relocated Village Court and Police Department archive files.
- Crew completed mandatory annual hearing testing and training.
- Performed O & M on several items at the Village Hall Facility.
- Crew repaired trash containers.
- Crew repaired and built park benches.
- Prepared and submitted payment request to NYSDOT for CHIP's reimbursement funding.
- **Equipment Maintenance**
- Performed maintenance and repairs on DPW, FD and PD equipment.
- Serviced and repaired equipment.
- Replaced rear tires on backhoe
- **Village Cemeteries**
- Three burials for the month.
- **Community Service**
- Received 0 hours of Painted Post Court ordered community service was received for the month.

FINANCIAL/BUDGET

REPORT: No Changes

CLERKS REORT: submitted by Clerk Names as follows:

All accounting is current and balanced to checkbooks and with the bank statements. Monthly reports have been provided to the mayor, board members and department heads.

January has been busy as usual with many monthly, quarterly and yearly reports such as the quarterly federal and state reports. All W-2's were processed and distributed on January 11, 2018. The W-3 report and a copy of all W-2's were sent to the Social Security Admin., as well as, to Steuben County Risk Management.

All 1099's were processed and mailed to all vendors who required them on January 23, 2018 .

The US Census Bureau quarterly property tax collection report and PERMA's quarterly report for workers compensation were both submitted.

The water/sewer bill were printed and mailed out and payments are coming in at a constant rate.

Preparation for the Republican and Democratic Caucus was done and both Caucuses were held on January 24, 2018 for our upcoming election which will be held on March 20, 2018. All three candidates were nominated by both the Republican and Democratic parties, Ralph Foster for the mayors position, Brian Francis for a trustee position and Robert Gross for a trustee position. All three positions are for a four year term.

Lori and I completed several tax searches for property that are selling in the village.

A FOIL request for the police department was addressed.

Updates for all DPW employees regarding wages, addresses and phone numbers were sent to the Teamsters.

**PLANNING
BOARD:**

There was no Planning Board meeting held in January 2018.

OLD BUSINESS: None

NEW BUSINESS: 1. Stephanie Yezzi from Southern Tier Central Regional Planning & Development gave a short presentation on the "New York Main Street – Technical Assistance" project.

The Village Board approved the following resolution.

PROPOSED RESOLUTION NO. 212

**A RESOLUTION TO AUTHORIZE A GRANT APPLICATION TO
THE NEW YORK MAIN STREET TECHNICAL ASSISTANCE PROGRAM
FOR A BUILDING FEASIBILITY ANALYSIS AND DESIGN GUIDELINES
FOR VILLAGE SQUARE**

Motion By: Deputy Mayor Scheidweiler
Seconded By: Trustee Smith

Resolution by the Village Board approving and advocating for the Village of Painted Post in its application to NYS Homes and Community Renewal (HCR) for funding under the New York Main Street Technical Assistance Grant Program.

WHEREAS, the Village of Painted Post requests to apply for \$20,000 in financial assistance through the 2018 Consolidated Funding Application (CFA) under the NYMS-TA; and

WHEREAS, the application proposes funding to assist the Village of Painted Post in administering a building feasibility analysis and design guidelines for Village Square including buildings in the project target area; and

WHEREAS, the desired project is estimated to cost \$21,053, which is eligible for a \$20,000 award from HCR to be met with \$1,053 in local match from the Village of Painted Post, and

WHEREAS, the project will directly benefit the local economy as business within Village Square has been reduced in recent years due to physical deterioration or disinvestment of substandard buildings; and

WHEREAS, the proposed funding will support ongoing community revitalization efforts and provide a foundation for future New York Main Street (NYMS) projects; and

WHEREAS, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located; and

WHEREAS, the Village of Painted Post has committed a total of \$1,053 cash match to complete the proposed project; and

WHEREAS, the Village of Painted Post acknowledges that a \$20,000 compensation will occur on a reimbursement schedule; and

THEREFORE, BE IT RESOLVED that the Village Board authorized the Village Mayor, or staff that the Mayor may designate, to submit a CFA to the NYMS Program for a technical assistance project to complete a building feasibility analysis and building design guidelines for Village Square; now

FURTHER, BE IT RESOLVED that the Village Board commits to providing up to \$1,053 as local match for the technical assistance project.

CARRIED: AYES: 4

NAYS: 0

ABSENT: 0

2. Village Board to appoint the following election officers for our village election which will be held on Tuesday, March 20, 2018.

1. Martha Tober
2. Emily Northrup
3. Josephine Ellett
4. Nancy Larsen

Motion made by: Trustee Smith, seconded by Trustee Francis and carried.

3. Resolution by the Board acknowledging the yearend audit of the Village of Painted Post Justice Court records.

I, Trustee Smith, resolve that the yearend audit of the Village of Painted Post Justice Court records have been completed by Mayor Foster per Section 2019a of the Uniform Justice Court Act.

4. The Village Board to approve changes to the Personnel Policy dated 2014 as per direction from the NYS Comptrollers' Office with regards to "Compensatory Time".

Motion to approve made by Trustee Francis, seconded by Deputy Mayor Scheidweiler and carried by all.

5. Village Board awarded the Water Project to Vacri Construction for a base bid of \$584,000.00 on a motion made by Trustee Francis, seconded by Trustee Smith and carried by all.

6. I, Trustee Smith, resolve the following budget modifications:

Account A5410.1 (Sidewalks-Personal Service) in the amount of \$654.05, A5410.4 (Sidewalks-Contractual) in the amount of \$15.97, and A8020.4 (Planning –Contractual) for our local share of the NYSERDA Grant #40255 in the amount of \$3,329.98 from A9015.8 (Retirement) for a total budget transfer of \$4,000.00. This will leave a small buffer of \$26.38.

7. Village Board to approve the following Wastewater Treatment Plant Municipal Resolutions:

A. Engineering Planning Grant - Disinfection Improvements

Re: Authorization for representative to sign documents

NOW, THEREFORE, BE IT:

RESOLVED that the **Mayor, Ralph Foster.** is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village of Painted Post obligations under the Engineering Planning Grant Agreement.

Motion to approve above resolution made by: Deputy Mayor Scheidweiler, seconded by Trustee Francis.

B. Engineering Planning Grant – Disinfection Improvements

Re: Authorization for Local Match

NOW, THEREFORE, BE IT:

RESOLVED that the Village of Painted Post authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for the Village of Painted Post Wastewater Treatment Plant Engineering Planning Grant Disinfection Improvement project.

Motion to approve above resolution made by: Trustee Smith, seconded by Trustee Francis.

C. Engineering Planning Grant – Disinfection Improvements

Re: Authorization for SEQR

Whereas, 6 NYCRR Section 617.5 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

NOW, THEREFORE, BE IT:

RESOLVED that the Village Board of the Village of Painted Post hereby determines that the proposed Wastewater Treatment Plant Study which constitutes the collection of basic data and research,

and conduct of concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning necessary to the formulation of a proposal for action is a Type II action in accordance with 6 NYCRR Section 617.5(c)(18 & 21) and is therefore not subject to review under 6 NYCRR Part 617.

Motion to approve above resolution made by: Trustee Francis, seconded by Trustee Smith.

8. Village Board to approve the following Water Infrastructure Municipal Resolutions:

A. DWSRF Project No. D0-18301 Grant – Well No. 2 Improvements

Re: Authorization for Local Match

NOW, THEREFORE, BE IT:

RESOLVED as required under the NYS Water Infrastructure Improvement Act (WIIA) grant for the above referenced project, **Mayor, Ralph Foster** authorizes and appropriates a maximum local match of \$300,000 from the Village of Painted Post water reserve funds.

Motion to approve above resolution made by: Deputy Mayor Scheidweiler, seconded by Trustee Francis.

B. DWSRF Project No. D0-18301 Well No. 2 Improvements

Re: Authorization for representative to sign documents

NOW, THEREFORE, BE IT:

RESOLVED that the **Mayor, Ralph Foster.** is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Village of Painted Post obligations under DWSRF Project No. D0-18301 Grant Agreement.

Motion to approve above resolution made by Trustee Smith, seconded by Trustee Francis.

SUSPEND ORDER

OF BUSINESS: Motion made by Trustee Smith seconded by Trustee Francis and carried.

PUBLIC

COMMENTS: No comments from the public

RESUME ORDER

OF BUSINESS: Motion made by Deputy Mayor Scheidweiler 2nd by Trustee Francis and carried.

TRUSTEE

COMMENTS: Trustee Francis stated that he has been working to secure grant funds in the amount of \$322,000 for work to be done at Craig Park. To date he has had no success.

Trustee Smith commented on the great work that the DPW has been doing on keeping the roads clear of snow.

Deputy Mayor Scheidweiler stated that compliments were made with regard to both Officer Kimmey and Peter Reif of the fire department who responded to an accident that occurred on E. High St.

Also, Deputy Mayor Scheidweiler overhead some people from the City of Corning discussing how well kept the streets have been in Pained Post and wished the City of Corning were the same.

AUTHORIZATION: to pay audited bills for the Village on a motion made by Trustee Francis, seconded by Deputy Mayor Scheidweiler and carried.

| | <u>Abstract #16</u> | <u>Vouchers</u> | <u>Abstract #17</u> | <u>Vouchers</u> |
|---------------|---------------------|-----------------|---------------------|-----------------|
| General Fund: | \$ 16,131.65 | 409 - 419 | \$ 33,991.41 | 420 - 475 |
| Water Fund: | \$ 1,586.28 | 160 - 164 | \$ 13,393.56 | 165 - 186 |
| Sewer Fund: | <u>\$ 1,676.80</u> | 160 - 164 | <u>\$ 4,864.09</u> | 165 - 186 |
| Total: | \$ 19,394.83 | | \$ 52,249.06 | |

GRAND TOTAL: \$ 71,643.89

MOTION to adjourn was made by Trustee Smith, seconded by Trustee Francis and carried at 7:28 pm.

Respectfully submitted by
Anne Names

February 12, 2018

Clerk-Treasurer