

**VILLAGE OF PAINTED POST
REGULAR BOARD MEETING
March 11, 2019**

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, Trustee Gross, O.I.C. Officer Copp, Fire Chief Button, DPW Superintendent Smith, Attorney Patrick and Clerk Names

ABSENT: None

MINUTES: February 11, 2019 meeting were approved on a motion made by Deputy Mayor Scheidweiler, seconded by Trustee Gross and carried.

POLICE REPORT: submitted by O.I.C. Officer Copp as follows:

Traffic Arrests: Total of 20

1 Radar, 6 Moving Violations, 2 DWI Violations, 3 Suspensions/Revocations and 8 All other Violations.

Complaints: Total of 25

0 Felony, 2 Misdemeanors, 0 Violations, 4 Vehicle & Traffic, 0 CPPMS, 0 Animal, 1 Domestic, 0 Local Law Violation, 2 Stolen Property Cases, 0 Found Property Case and 4 Miscellaneous.

Assistance/Services Rendered: Total of 19

3 Citizen/Motorist, 11 AMR Ambulance Serv., 1 PP Fire Dept., 0 E.I.D. Alarms, 0 VPP Justice Court, 0 Open Door, 0 Mental Health Transports, 0 Escorts/Jail Run, 4 Vacation Property Checks, 1 Steuben Co. Sheriff, 4 NY State Police, 0 Corning Police, 1 Other Agencies, 0 DA Office, 1 Dept. of Pubic/Works, 0 US Government, 0 Other agencies.

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

Cases Adopted/Closed: Total of 4

0 Felony, 2 Misdemeanors, 0 Drug Interdictions, 0 Violations, 0 Mental Hygiene, 2 Warrant/FOA.

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

Total Calls for Service: 108

5N01 REPAIRS: Radiator

5N01 MILEAGE: 803

5N02 REPAIRS: Charging System, Driver Door Handle and Oil Change

5N02 MILEAGE: 708

For February 2019 one property stolen from a vehicle which the owner did not want to file an official report, One stolen property case where a package was stolen from inside of 250 N Hamilton St, Two separate reports of hypodermic needles being found on the ground in separate locations in the Village, One vehicle stop where the passenger was wanted on a warrant by another agency, Another vehicle stop where the driver was wanted on a warrant for another agency, One officer attended mandatory training for the new Centralized Arraignment Program (CAP) for Steuben County which starts on Monday March 11, 2019.

**FIRE DEPT.
REPORT:**

submitted by Fire Chief Button as follows:

Total number of calls for the month were 19

0 False Alarms, 6 MVA/Rescues, 4 Service Call, 0 Vehicle Fire, 0 Searches, 0 Chimney Fire, 0 Structure Fire, 0 Grass/Brush Fires, 0 Hazardous Conditions, 0 Vehicles Leaking Gas, 0 Storm Flooding, 0 C.O./Fire Alarm Activation, 5 Mutual Aid Fires, 0 Mutual Aid MVA, 0 Searches, 0 Mutual Aid Medical and 4 Mutual Aid AMR.

Total in Service Hours: 306

Average Fire Fighters Per Call: 13

Training Hours – 0

Training Course Hours - 0

Training Certifications: 4

Total in Service Hours to Date: 387

Total Number of Calls to date for the Year – 25

No Major Repairs to Fire Equipment –
Injuries – No injuries reported

Chief 2800 – Button responded to 68% of the calls for the month.

Chief 2801 – Smith responded to 95% of the calls for the month.

Chief 2802 – McCarthy responded to 58% of the calls for the month.

Two chiefs obtained fuel – 76.1 gallons.

Monthly department training consisted of annual tour of the Siemen's Facility.

No Town of Erwin Fire Council meeting held.

Mandatory annual NYS OSHA/PESH injury documents have been prepared and posted.

The department attended a local recognition banquet.

DPW REPORT: submitted by Superintendent Smith as follows:

Water Treatment and Distribution System

- Water levels at wells are good: **Well # 4 – 44’, Well # 3 – 27.5’ & Well # 2 – 45’** of water above the pump.
- Trans-loading Facility operations. Hauled ZERO Gallons for the month.
- Crew replaced interior lights at Well # 2 and interior lights in Chlorine room @ WTP.
- Aqualogic completed annual meter calibrations @ the WTP.
- Crew completed installation of new Chlorination equipment as requested by the NYSDOH.
- Water service to 349 N. Hamilton turned off. Service leaks on owner’s side of the shutoff valve.
- Prepared and submitted mandatory annual SARA Title II Hazardous Material documents.
- Crew replaced water meter @ 445 W. High Street.

Sanitary Sewer Treatment and Collection System

- Crew completed monthly jet cleaning of problem areas of the sanitary sewer collection system.
- Sludge pressing operations completed @ the WWTP until spring.
- Aqualogic completed annual meter calibrations @ the WWTP.
- Two crew members called in to jet clean sanitary sewer along Grace BLVD do to backup @ 108 Grace.
- Crew jet cleaned sanitary sewer along Parkview Drive do to backup @ 108 Parkview. (Towel found)

Village Streets and Walkways

- Crew completed pick up of leaves, Christmas trees and brush.
- Crew sanded streets and salted walkways on several occasions.
- Crew plowed streets, parking lots and walkways on several occasions.
- Crew mixed salt and sand for snow removal operations.
- Crew plowed sidewalks uptown and high traffic area on several occasions.

Buildings and Grounds

- Hauled weekly trash from Village facilities.
- Crew held weekly safety meetings and equipment checks.
- Crew provided site improvements for the Dog Park.
- Crew began minor repairs to DPW Garage building.
- Crew trimmed and removed trees throughout the Village.
- Crew removed one damaged tree caused by the recent high wind event.
- Crew continued repairs, renovation and repainting of picnic tables and trash containers.
- Prepared and submitted mandatory annual SARA Title II Hazardous Material documents.
- Prepared and posted mandatory annual NYS OSHA/PESH injury documents.
- Contractor completed installation of new flooring for the multi-use room.

- Crew removed reserved Town of Erwin signs from parking lot.

Equipment Maintenance

- Performed maintenance and repairs on DPW, FD and PD equipment.
- Serviced and repaired equipment.
- Eagle Transmission repaired transmission on F550 Dump Truck.

Village Cemeteries

- One burial for the month.

Community Service

- Received 10 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. Bank statements have been received and reconciled. Monthly reports have been provided to the mayor, board members and department heads.

Late notices for the 4th quarter water-sewer billing were prepared and mailed.

Mayor Foster and I have begun working on the 2019-2020 budget. Department heads were asked to submit their tentative budgets by Friday, February 15, 2019.

I completed and submitted the yearly PERMA payroll audit and the OSHA report with regards to DPW employee hours. The handicap hanger audit for the DMV was completed and the 2019 "Boundary & Annexation" survey was completed for the US Department of Commerce.

Our new deputy clerk, Pam Smith, began on February 7, 2019. Pam is finding out just how different the job duties are between Town and Village clerk positions.

**PLANNING
BOARD:**

Meeting was called to order at 5:15 PM by Vincent Krystof, Planning Board Chair.

APPROVAL OF THE MINUTES FROM DECEMBER 5, 2018:

Motion: To approve the minutes from 12/5/2018 as circulated.

Motion by: Martha Tober, **Seconded by:** Vickie Button **Carried.**

New Business: Moira French to be sworn in as a new permanent Planning Board

Anne Names asked Moira French to repeat the oath and stated the term of 5 years as Planning Board Member. Moira repeated oath and was sworn in as official Planning Board Member.

Discussion of Site Plan Application for 126 W. Chemung Street:

The Planning Board outlined details provided in the Site Plan Application including that the business would only need 3-5 parking spaces while the current Zoning Law requires 3 spaces per 1,000 square feet. Since the building would only be used as offices and storage, Stephanie Yezzi suggested making a motion to recommend that the ZBA approve a variance. D & R Cleaning is aware of the variance needed to move forward with the application. The Planning Board made the recommendation for the ZBA to approve the variance.

Motion: *To recommend the ZBA review and approve parking variance for D & R Cleaning.*

Motion by: Vickie Button, **Seconded by:** Martha Tober **Carried.**

The group discussed the need for two public hearings: one for the ZBA meeting, and the other to follow at the Planning Board meeting. Anne discussed the possible concern of locating and organizing the ZBA as some of the members leave for a while. If applicants would like to be approved in the next month, the ZBA would need to meet as soon as paperwork is received and the public hearing is advertised.

Applicants attended the meeting at the end of the discussion and stated that there is no rush in holding all public hearings as they would not be moving into the building until electrical changes, tree removal, and garage situation has been resolved. The applicant stated that the garage is being moved, possibly to the property where the neighboring house exists. Prior to the meeting's start, the group had thought the new residents would continue to use the garage on the applicant's property as long as the garage exists. The group discussed the fact that the new residents would then need a variance if setback to not meet current zoning regulations. If the variance is not sought out by the new residents, D & R Cleaning will remove the garage to another property.

D & R Cleaning will provide variance application and narrative requested for the Site Plan Application for the next meetings. Anne will work on scheduling a ZBA meeting as soon as possible.

OLD BUSINESS:

Planning & Zoning Packets for New Development:

Stephanie discussed the idea of providing a "new development" packet to applicants that includes all required paperwork. Anne Names, Village Clerk, and Bryan Hallgren, Code Enforcement Officer, will meet with Stephanie to discuss processes and the types of information needed for each application. This will help eliminate confusion for applicants, and consistently provide good information that will speed up the application process.

NEW BUSINESS: 1. BE IT RESOLVED, that the Village of Painted Post authorizes the budget modification for account F8340.41 (transmission & distribution- system improvements) in the amount of \$142,466.16 from F2771 (grant funding).

I, Deputy Mayor William Scheidweiler move to adopt the above resolution.

2. BE IT RESOLVED, that the Village of Painted Post authorizes the budget modification for account A1110.4 (Justice-Contractual) in the amount of \$7,716.00 from A2771 (grant funding).

I, Trustee Smith, move to adopt the above resolution.

3. Village Board approved the appointment of Nancy Foster to be permanent member of the Zoning Board of Appeals for a term of 5 years and to reappoint Sam Gullo as an alternate member of the Zoning Board of Appeals for a term of 5 years.

Motion approved by Trustee Smith, 2nd by Trustee Francis and carried.

**SUSPEND ORDER
OF BUSINESS:**

Motion made by Trustee Gross, seconded by Trustee Francis and carried.

**PUBLIC
COMMENTS:**

Emily Northrup of 582 W. High St. asked who purchased the church property on W. Chemung St. Clerk Names stated it was D&R Cleaning.

**RESUME ORDER
OF BUSINESS:**

Motion made by Deputy Mayor Scheidweiler, 2nd by Trustee Gross and carried.

**TRUSTEE
COMMENTS:**

Trustee Francis stated that he is continuing to work on funding for Craig Park.

Mayor Foster stated that the first budget hearing would be held on Friday, March 15, 2019 at 3:30pm and the budget presentation would most probably be held at 6:30 on April 1, 2019 before the regular board meeting.

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

	<u>Abstract #18 (Feb)</u>	<u>Voucher #</u>	<u>Abstract #19(Mar.)</u>	<u>Voucher #</u>
General Fund:	\$ 7,097.49	491 - 494	\$ 40,081.40	495 - 540
Water Fund:	\$.00	- 0	\$ 5,737.41	214 - 232
Sewer Fund:	<u>\$ 35.00</u>	213	<u>\$ 10,681.69</u>	214 - 232

March 11, 2019

TOTALS: \$ 7,132.49 \$56,500.50

GRAND TOTAL: \$ 63,632.99

MOTION to adjourn meeting was made by Deputy Mayor Scheidweiler, seconded by Trustee Gross and carried at 7:30 pm.

Respectfully submitted by
Anne Names, Clerk-Treasurer