

**VILLAGE OF PAINTED POST
REGULAR BOARD MEETING
March 14th, 2016**

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

PRESENT: Deputy Mayor Thorne, Trustee Foster, Trustee Scheidweiler, Trustee Smith, Police Chief Mullen, Fire Chief Button, DPW Superintendent Smith, Attorney Sauro and Clerk Names

ABSENT: Mayor Lewis

MINUTES: of February 8, 2016 were approved with a motion made by Trustee Scheidweiler, seconded by Trustee Smith and carried.

POLICE REPORT: submitted by Police Chief Mullen as follows:

Traffic Arrests: Total of 66 -17 Radar, 18 Moving Violations, 3 DWI Violations and 28 All other Violations.

Complaints: Total of 60 - 6 Felony, 21 Misdemeanors, 8 Violations, 7 Vehicle & Traffic, 3 CPPWHS, 2 Animal, 3 Domestic, 4 Local Law Violation, 2 Stolen Property Cases, 3 Found Property Case and 1 Miscellaneous.

Assistance/Services Rendered: Total of 62.
9 Citizen/Motorist, 11 Rural-Metro Amb., 1 PP Fire Dept., 3 E.I.D. Alarms, 0 Fingerprint, 2 Open Door, 2 Mental Health Transports, 0 Escorts/Jail Run, 27 Vacation Property Checks, 2 Steuben Co. Sheriff, 0 NY State Police, 0 Corning Police, 0 Other Agencies, 1 DA Office, 3 Dept. of Pubic/Works, 0 US Government, 1 Other agencies.

Parking Tickets: Total of 4: 4 - 2A-5A Parking Enforcement, 0 Other.

Cases Adopted/Closed: Total of 36 -3 Felony, 20 Misdemeanors, 2 Drug Interdictions, 8 Violations, 2 Mental Hygiene, 1 Warrant/FOA.

Accidents: Total of 4 – 1 Personal Injury, 3 Property Damage, 0 Other.

5N01 REPAIRS: Inspection, Brakes Front and Rear

5N01 MILEAGE: 81818
5N02 REPAIRS: Cooling Fan Replaced
5N02 MILEAGE: 89332
5N03 REPAIRS: None
5N03 MILEAGE: 106746

During the Month of February the Painted Post Police Department Made three arrest for Driving While Intoxicated. The Police Department has continued to partner with the CPPSD, and the Steuben County Emergency Management Office (E.M.O.) to develop a cohesive safety plan for the CPPMS. Officer Kimmey, and Chief Mullen are members of the School Safety Committee. During February the Police Department has worked with all the local Public Safety Agencies, to include the NYSP, The Corning Police Department, The Painted Post Fire Department, The Steuben County Sheriff's Office, and Rural Metro EMS, to develop the aforementioned plan. Ongoing Training has been scheduled to include Scenario Based Training, to live action disaster training. The Painted Post Police Department has updated its Vehicle Preventive Maintenance Program (P.M.P.) by computerizing all our gas usage and the repairs/maintenance to our three Police Vehicles. We will be better able to track our vehicle cost and more accurately predict the cost of maintaining our Police Vehicle Fleet.

The upgrades to the Police Department's physical plant continue with the install of a new all steel front door. The new front door is a significant upgrade to safety and security of the Police Department. The Access Control portion of the security upgrades is ongoing and will be implemented in the near future.

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**FIRE DEPT.
REPORT:**

submitted by Fire Chief Button as follows:

Total number of calls for the month were 5 – 0 MVA/Rescues, 3 Service Call, 0 Vehicle Fire, 0 Chimney Fire, 0 Structure Fire, 0 Grass/Brush Fires, 0 Hazardous Conditions, 0 Vehicles Leaking Gas, 0 Storm Flooding, 2 C.O./Fire Alarm Activation, 0 Mutual Aid Fires, 0 Mutual Aid MVA, 0 Searches, 0 Mutual Aid Rural Metro.

Total in Service Hours to Date: 113

Total in Service Hours 25

Average Fire Fighters Per Call: 9

Training Hours - In House: 54

Training Certifications: 0

Total Number of Calls to date for the Year – 16

Major repairs to the Fire equipment – None Reported
Injuries - None Reported

Chief 2800 – Button responded to 0 % of the calls for the month.
Chief 2801 – Smith responded to 100% of the calls for the month.
Chief 2802 – McCarthy responded to 40% of the calls for the month.

The three chiefs obtained fuel in the amount of 70.3 gallons.

Fire Department Activities/Community Services:

The department training consisted of AED refresher, on board first aid supplies.
The department attended the monthly Erwin Fire Council Meeting.
The department attended Funeral services for past Chief Ed Moore.
The Department provided several fire prevention tours and programs.
Department participated in preplanning training with N. Corning FD @ Smith School.

DPW REPORT: submitted by Superintendent Smith as follows:

Water Treatment and Distribution System

Water levels at wells are good: Well # 4 – 45', Well # 3 – 26' & Well # 2 – 43' of water above the pump.

Trans-loading Facility operations. Hauled ZERO Gallons in February.

Crew replaced broken water curb box boxes at Nationwide Insurance and 107 Veterans Drive.

Crew repaired and replaced water meters.

Kinsley Power replaced block heat on generator at the WTP.

Sanitary Sewer Treatment and Collection System

Crew completed monthly jet cleaning of mains throughout the Village.

NYSDEC conducted compliance inspection at the WWTP. No items to address.

Crew completed chemical equipment installation as required under the NYSDEC WQIP grant.

Crew replaced burnt-out motor at the Craig Park Sewer Lift Station.

Crew jet cleaned sanitary sewer along Grace BLVD, Arnold Thompson Drive & Kane St.

Crew repaired unit heat at the WWTP.

Village Streets and Walkways

Crew replaced broken manhole frame & cover at the intersection of N. Hamilton & Grace.

Crew filled pot holes throughout the Village on several occasions.

Crew sanded streets on 9 occasions and plowed on 1 occasion. (2 call ins)

Crew salted Manor/Mall walkways on 11 occasions. (5 call ins)

Crew replaced street regulatory signs throughout the Village.

Crew completed survey of sidewalks throughout the Village.

Crew mixed salt and sand for snow removal operations.

Crew salted bike path and Village streets on one occasion.
Ordered and received 70 tons on salt.
Crew cleaned Catch Basins and Smith Creek during heavy rain event.

Buildings and Grounds

Hauled weekly trash from Village facilities.
Crew repaired wall mounted lights in the Village Square Mall.
Crew performed general maintenance on several items at the Village Hall Facility.
Crew held weekly safety meetings and equipment checks.
Cleaned interior area of DPW shop.
Pushed back Village compost area above the cemetery several times.
Crew continued tree trimming and removals.
Contractor completed front door at the Police Department.

Equipment Maintenance

Performed maintenance and repairs on DPW, FD and PD equipment.
Replaced storage tool box and repaired rust areas on Sewer Truck

Village Cemeteries

1 burial for the month.

Community Service

No hours of court ordered community service was received for the month.

FINANCIAL/BUDGET

REPORT: All books are balanced with our accounting and reconciled with our bank statements

CLERKS REORT: submitted by Clerk Names as follows:

All accounting is current and balanced. Monthly reports have been provided to the mayor, board members and department heads. Bank statements have not yet been received or reconciled as yet.

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

Trustee Foster and I have been working on the 2016-2017 budget. Department heads were asked to submit their tentative budgets by Wednesday, February 10, 2016. Our first budget workshop was held on Monday, February 29, 2016.

Several reports were due this month among them were Payroll Frequency End Date Report for OSC/Retirement, NYS Handicap yearly report, 2015 NYS DOL Injury Information report for DPW, Steuben County Risk Mgt. W-3 and FD

2016 Roster, PERMA Survey, Vendor 1099's and a Unemployment report on B Hardy.

I have also been working on the yearly PERMA payroll audit report and hopefully I will be submitting it to PERMA the end of March.

**PLANNING
BOARD:**

There was no planning board meeting held in February 2016.

**REGULAR BOARD
MEETING:**

OLD BUSINESS: Deputy Mayor Thorne gave a short presentation on the cost of having full time police protection.

NEW BUSINESS: 1. A reminder was announced for the Village Elections being held March 15, 2016 from 12 Noon to 9 pm.

2. The Village Board of Trustees also announced that they will be holding a public hearing with regards to the NYS "Tax Cap Override" and following the public hearing an additional budget workshop will be held on March 24th at 4:30 pm.

3 Prior to the regular Village Board meeting on Monday, April 4, the Board of Trustees will hold a public hearing on the budget at 6:00 pm which will include the Tax Cap Override. Once voted on and approved, Local Law #1 will be submitted to the NYS Comptroller's Office if the Tax Cap Override is necessary.

4. The Village Board to pass the following "Resolution" to allow the Village Clerk to establish an Employee Benefit Reserve fund:

RESOLVED, that pursuant to Section 6-p of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the "Employee Benefit Accrued Liability Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to pay for any accrued "employee benefit" due an employee on termination of the employee's service.

The chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the village. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and

become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board of detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of the governing board and such additional actions or proceedings as may be required by Section 6-p of the General Municipal Law.

Motion by: Trustee Foster, seconded by Trustee Scheidweiler
All in favor with none opposed.

5. Southern Tier Central Regional Planning and Development Board has submitted their new contract for 2016 to provide professional planning services to the Village.

Motion to approve and sign contract made by: Trustee Foster and seconded by Trustee Smith and carried by all.

6. Steuben County Hazard Mitigation Plan list of Inventory of Critical Facilities and Community Assets has been given to all by Superintendent Smith. By participating in the Hazard Mitigation Plan the Village would be eligible for benefits if applicable.

7. Cathy Halm who heads up the Painted Post Farmers Market has indicated that with the Village Board's approval, the market will begin the first week of June this year.

Motion to approve the "farmers market" by Trustee Scheidweiler, seconded by Trustee Smith and carried by all.

8. A letter sent to the Village Board has been received from First Heritage requesting permission to utilize the parking lot off of W. Water Street in order to hold a "shred day" on Saturday, May 14 from 1 – 3 pm.

Motion to approve made by Trustee Foster, seconded by Trustee Scheidweiler and carried by all.

9. After last month's board meeting we have received an email from Kyle Smith of Meyers RV Superstore with the dates they would like to hold their RV shows. The first show would be April 27th – May 2nd, the second show would be June 15th – 20th, and the last one would be September 28th - October 3rd, 2016.

Deputy Mayor Thorne questioned whether Colonial Days in June would interfere with the second show to be held in June and it was stated that there should be no issue since Colonial Days did not utilize that parking lot.

Motion to approve the show dates as listed made by: Trustee Foster, seconded by Trustee Smith and carried.

**SUSPEND ORDER
OF BUSINESS:**

Motion made by Trustee Smith, seconded by Trustee Scheidweiler and carried.

**PUBLIC
COMMENTS:**

Frank Potter of 109 Main St., Big Flats spoke about the aquifer asking for an update of a flow analysis to be done with regards to the Susquehanna River Basin due to the fact that it is already under stress.

Martha Tober of 351 Imperial Ave. commented on the trees that are being cut down in the village, if the stumps would be remove and whether or not additional tress would be planted to replace those that have been removed.

Gary McCaslin of 8 Grannon Dr., Corning stated that he would pay for a new tree if it were planted in front of the First Baptist Church. He also stated a need for an updated flow test to be completed.

**RESUME ORDER
OF BUSINESS:**

Motion made by Trustee Smith, seconded by Trustee Foster and carried.

**TRUSTEE
COMMENTS:**

Trustee Scheidweiler endorsed Martha's concerns regarding the trees. DPW Superintendent Smith stated that stumps would be removed possibly starting in April.

Trustee Smith commented on the filling of potholes and the street sweeping that the DPW does in the village.

Deputy Mayor Thorne thanked everyone for the opportunity to serve the village stating that much had been accomplished over the last few years.

3/14/16

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

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|---------------|---------------------|
| General Fund: | \$ 37,778.67 |
| Water: | \$ 7,998.36 |
| Sewer: | <u>\$ 10,447.04</u> |
| TOTAL: | \$ 56,224.07 |

MOTION TO ADJOURN: was made at 7:37pm by Trustee Smith, seconded by Trustee Scheidweiler and carried.

Respectfully submitted by
Anne Names
Clerk-Treasurer