

**VILLAGE OF PARISH
BOARD OF TRUSTEES
JUNE 17, 2009**

REGULAR MEETING

Meeting opened at 7 PM by Mayor Heagle. All said the pledge.

Present: Leon Heagle, Mayor
Neil Chatterton, Trustee
Daniel Dalin, Trustee (7:17 PM)

Scott Allardice, Trustee
Patricia Lewis, Trustee
Robert Ventre, Attorney

Also Present: Kevin Dwyer, Village Treasurer, Tim Burley and Bob Guminiak, Burley – Guminiak & Associates, Steve Stauffer, VRI, Harold Babcock, CEO-ZEO, Steve Stelmashuck, Town Supervisor, Paul Baxter, Tug Hill Representative, Mr. & Mrs. Hartman & contractor.

Approval of Minutes:

Motion made by Trustee Allardice to approve the minutes of the May 20th Regular meeting of the Village Board, 2nd by Trustee Lewis, carried.

Motion to approve the minutes of the June 11th Joint Board meeting was waived.

Reports:

Legislator Barry Leemann: Tabled, Legislator Leemann not present.

Building inspector & Code Enforcer, Harold Babcock: Mayor Heagle read the CEO report to the Board.

Motion was made by Trustee Chatterton to accept the CEO report from Harold Babcock for May 2009, 2nd by Trustee Lewis, carried.

Sewer Plant Report, VRI, Inc.: Steve Stauffer went over the report with the Board. He stated they passed analysis for this month and there are 2 lift stations down. He stated they would be asking for permission to purchase 2 new pumps in the near future. The pump they received from Gehring was burned out. Mayor Heagle stated he is discouraged with the Gehring pumps. Steve Stauffer said he picked up the new Extreme I that was repaired and ready for use. Mayor Heagle has quotes from Seiwert and Henderson to present later. He placed a call and is waiting to hear where the insurance money is from the fuel oil spill. Steve Stauffer stated the analyzer is up and running. Mayor Heagle stated he told Ken Scherrieble the equipment is under warranty and to call Burley – Guminiak with any problems. Steve Stauffer said they are continuing to work on the drying beds and are working with Burley – Guminiak and Rural water on the televised study. Mayor Heagle asked about the manhole by the Railroad tracks. Discussion continued with Steve Stauffer.

Motion was made by Trustee Chatterton to accept the Sewer Plant Report for May 2nd by Trustee Lewis, carried.

Hartman House at 358 S. RR St.: Mayor Heagle stated Mr. & Mrs. Hartman were present by request of the Village of Parish because of the many permits and lack of completion of the house 358 S. Railroad St., Parish. The Mayor asked Mr. Hartman when the house would be finished. Mr. Hartman said he broke his neck and underwent recent surgery. He said he has ordered the siding and hired an electrician and plumber. He wants to paint and put in a sidewalk. Mr. Hartman asked the Board if he could let the Board know monthly his progress. Mayor Heagle opened discussion to the Board. Mayor Heagle said they will issue the permit and the work needs to get done.

Village – Town Water Survey: Mayor Heagle stated at the last Task Force meeting there was a discussion about where we are headed with bringing in water. He invited Burley – Guminiak, Engineers to come to the meeting. The survey is done and now they need to look at the cost to have an engineering study to put in water. Attorney Ventre stated that first you need to decide 1. Do you want to do it 2. Who is interested and who is not. Mayor Heagle told them the survey was of the Town & Village with 57% for the water in the Village. Bob Guminiak said they need to put together a study and evaluation on the area, look at the surveys, locate a water source (he works for Mexico and just got hired by Richland) and cost effectiveness. There was discussion on putting piping in when the Route 69 project is done. Tim Burley felt if the score is high there is more funding and there is a test scoring which also affects funding. He stated he wants to look over the surveys and GIS map. Discussion followed. Bob Guminiak said \$14 million is the highest funding with \$2 million each year. They award communities for consolidating water supplies. Mayor Heagle said that recently the USDA granted funding to 3 communities in the area. Burley – Guminiak said their cost is initially \$6,000 plus expenses and 2 applications. There was further discussion. Mayor

Heagle felt the next step was to make a decision with the Town. Tim Burley said there is a Rural Development Grant for pre-planning that cost about \$800 and suggested talking with Mary Chappell at Municipal Solutions.

Motion was made by Trustee Dalin to authorize the Village to move ahead with Burley-Guminiak to do a preliminary engineering study of the previous Joint Town/Village water survey. The Town would share 50/50 with the Village subject to a written proposal from both Boards, 2nd by Trustee Allardice, carried.

Motion was made by Trustee Dalin to apply for a pre-application grant for the preliminary engineering study of the water survey, 2nd by Trustee Chatterton, carried.

Waste Water Treatment Plant Update: Tim Burley brought the Board up to date on the consent order. They met with the DEC and got the order reduced down, he stated the DEC's concerns were the Chlorination – Dechlorination system. Tim Burley said they also met with Bat Con. Burley – Guminiak asked the DEC to leave the sewer under the consent order to use for the HUD grant. They agreed to an O&M manual, and dye test. Burley – Guminiak did the supplemental grant with Bernie Toma. Tim Burley said he feels we have a good application. He said the Green Initiative went in May 29th. He said they now need to finish up on the O & M Manuel. He said they are still online for the clean engineering report. Discussion followed. It was determined that the Board needed to have a resolution for the SEQR part 1.

Motion was made by Trustee Dalin to pass the Resolution for Improvements to Wastewater Collection and Treatment System, 2nd by Trustee Lewis, carried

The resolution (Attachment 1) is attached and is therefore part of the minutes.

Reports:

Tug Hill Representative, Paul Baxter: Paul informed the Board that the Tug Hill Commission has been holding a series of forums regarding the Local People Survey results and there is one in Redfield tomorrow. He said copies of the survey are available.

Recreation Committee: Tabled, no one present.

Chamber of Commerce, Dan Dalin: Dan Dalin stated the Farmers market has started and they hope to have a band and a chain saw log cutter. They hope to have hot dogs and hamburgers on the 1st Saturday of each month. Mayor Heagle said the barrels of flowers are being knocked over and may have to be put on the poles with brackets but they would need to get permission. Trustee Chatterton said the trash can on 69& 69A needs a lid or something and Mayor Heagle will talk with Supervisor Stelmashuck about it.

Task Force Committee: Mayor Heagle said the Task Force meeting is next Wednesday. He called Oswego Hospital to have a speaker on the Health Center and the possibility of another pharmacy.

Water Committee, Scott Allardice: Scott Allardice gave the Village Clerk the water surveys to file.

Grievances, Letters and Concerns of the Public:

Letter: From the Parish Library thanking the Village for their support.

Letter: Fees for boiler inspection went up to \$100

Letter: There will be a Planning & Zoning Summer School, if interested see Mayor Heagle

Letter: From Tug Hill a Financial Dashboard class and a Financial Dashboard class regarding sewer Systems. See Mayor Heagle if interested to register.

Letter: Awards luncheon in Albany

Letter: From Dig Safely

Unfinished Business:

Sewer Treatment Plant Restoration and Update on engineering on Treatment Plant: Mayor Heagle stated there was quite a lot of discussion already. He said the Grants are being done and sent. Mayor Heagle stated he did ask Tim Burley to put a quote together for the new generator - \$96,200.00. He also called Kinsley Power to come out to discuss a generator. Discussion followed.

Proposal on culvert and ditch on Union Street: Mayor Heagle stated the owner wants the pipe where it was so he will need to get a formal proposal on the property and the right of way.

Timber theft on former dump: Mayor Heagle has heard rumor of a date for trial. He said if he does not hear something soon he would call the DA to ask where it is going.

Action on Hoyt property: Attorney Ventre stated the bank will be releasing the mortgage lean on the property. Mayor Heagle stated the clerk sent a certified letter to the Hoyt's but there has been no response. Mayor Heagle asked Attorney Ventre to send a letter to the Hoyt's for the deed.

Action on Zoning Regulations: Attorney Ventre stated he has to pick a date to meet with the Planning Board.

Library Issue: Mayor Heagle asked to have 2 Board members from the Village and the Library meet regarding the Village Treasurer doing their paper work. He said if the Village takes out the fees for the Treasurer instead of the Library it would then effect his retirement. The Treasurer stated his monthly his comes to \$33.33 and he feels it should be rounded to \$35.00. Attorney Ventre said the Village needs a Inter-Municipal Agreement and he is working on the issue. Discussion followed.

Hazard Mitigation Seminar: Mayor Heagle stated Trustee Lewis and Trustee Chatterton are going to the Hazard Mitigation Seminars. Mayor Heagle received a letter from the organization requesting a map of the Village with specific information, he will need to get a copy from Burley – Guminiak.

CEO-ZEO Hours: Mayor Heagle stated there was discussion last week about Harold's hours. He leaves early then people come in and he is not here. Harold sat down with Supervisor Stelmashuck and put together a new hours list. Mayor Heagle spoke with Supervisor Stelmashuck and they will be putting out a letter to all employees for a one week notice for vacations. Mayor Heagle wanted the Boards opinion on if they want Harold to attend each monthly Board meeting. The Board decided Harold needs to attend only the meetings he is advised to come to. The CEO/ZEO's office hours will be Tuesday, 8:30 AM – 7 PM, Wednesday, 8:30 AM to 4 PM, Thursday, 8:30 AM to 12PM and every 3rd Thursday, 3:30 PM to 8 PM.

New Business:

Recognition Committee: Trustee Dalin has thought about it but has nothing put together yet.

Burley – Guminiak Water: Mayor Heagle thinks the 1st installment has been done and thinks there will be more after the BANs are done. There was discussion on the roof BAN, as there is a bill for Attorney Gebo for \$525. The BAN to renew is for \$116,000. There is \$16,307 left in the CD to pay the BAN. Kevin Dwyer explained the options to the Board. Mayor Heagle explained the money in the CD can only be used on the roof BAN, but the budget was set up to include the BAN payment. Kevin explained that the \$21,000 CD that matures in July was to being considered for the new furnace and another CD rolled over a couple of weeks ago. Mayor Heagle said the Village owes Burley – Guminiak \$21,000 and it is included in the grants that Mary Chappell is working on. The 2 BANs for \$415,000 and \$635,000, Mayor Heagle said, will have to be decided by a special meeting after he hears from the DEC.

Mandatory ID cards: Supervisor Stelmashuck sent Mayor Heagle a letter about the ID cards, they can be made at the APW High School. If the Board has no issues with this Mayor Heagle will contact the school.

Job descriptions for everyone: Mayor Heagle said they do need to put together job descriptions for the Clerk, Treasurer, CEO/ZEO and Deputy Clerk. He explained the importance of them and what issues they have had by not having them.

Notice of vacations, time off – mandatory: Discussed under old business, CEO-ZEO hours.

Pad for fuel oil tank in cellar: Mayor Heagle said the fuel oil tank in the cellar needs a pad under it and he got a quote for the pad and to put a trough in.

Motion made by Trustee Dalin to approve the quote for the pad and trough for the fuel tank in the basement, 2nd by Trustee Allardice, carried.

Tree in front of building: Mayor Heagle said the tree in front of the building by the flag pole has died and needs to be taken down.

Siewert and Henderson Bros. Quotes: Mayor Heagle said there are 2 pump stations down and the Gehring pump they gave us does not work, had to have a float and now it only hums. He wants to have Attorney Ventre send them a letter. The quote is for E I upgrade model.

Motion was made by Trustee Dalin to accept the quote from Siewert for the E1 pump, 2nd by Trustee Allardice.

Mayor Heagle said he wanted VRI to get quotes for 2 pumps. The quote from Henderson Bros. was for the large new pump.

Motion was made by Trustee Allardice to authorize the Henderson Brothers quote for the flange repair and to do the check valve if needed, 2nd by Trustee Chatterton, carried.

Approval of Deputy Clerk, Elaine Updyke: Mayor Heagle said the Clerk is taking a 2 week vacation and needs a Deputy Clerk to cover for her.

Motion was made by Trustee Lewis to accept Elaine Updyke as Deputy Clerk, 2nd by Trustee Allardice, carried.

Clerks desk: Mayor Heagle said the Clerks desk is falling apart and very antiquated. The Clerk got 2 quotes for desks. The Board agreed to let the clerk order one of the desks from the 2 quotes she received.

Code of Ethics & Investment Policy: Attorney Ventre asked that the Code of Ethics and the Investment Policy be put on the agenda for the July Board meeting.

Motion was made by Trustee Dalin to put the Code of ethics and the Investment Policy on the July Board meeting agenda, 2nd by Trustee Allardice, carried.

Sewer & Village Tax bills: Mayor Heagle gave the outstanding balances and what has been collected for Sewer fees, Delinquent Sewer fees and Village Taxes so far to the Board. He asked the Board to authorize the Treasurer to make the sewer whole.

Motion was made by Trustee Dalin to take the delinquent sewer fees on the Village Tax bills and make the Sewer whole from last year, 2nd by Trustee Lewis, carried.

3rd Signature for checks: Mayor Heagle stated the insurance now requires 2 signatures on all checks and he and Kevin Dwyer are signed on at the bank to do this, but there needs to be a 3rd in case Kevin or the Mayor are unavailable. Mayor Heagle asked if Trustee Lewis would do it as she is the Deputy Mayor.

Motion was made by Trustee Dalin to accept Trustee Patricia Lewis as the 3rd person to sign the checks for the Village, 2nd by Trustee Allardice, carried.

Mayor Heagle would like the Board to think about getting a junior or senior high school student to sit on the Village Board, like the Town has one. He said he would call the principal regarding it.

Payment of Bills:

General Fund in the amount of \$24,466.39

Motion was made by Trustee Lewis to pay the General Fund bills for vouchers 101 through 131 for a total warrant of \$24,466.39, 2nd by Trustee Allardice, carried.

Sewer Fund in the amount of \$29,889.29

Motion was made by Trustee Lewis to pay the Sewer Fund bills for vouchers 101 through 132 for a total warrant of \$29,889.29, 2nd by Trustee Dalin, carried.

The Clerk needs to call Hack regarding the tax on Sewer bill for voucher #122 for \$7.51, should be \$64.20.

Authorization for USDA payment after July 1st.

Motion made by Trustee Allardice to authorize the Treasurer Kevin Dwyer to pay the Siewert bill after July 1st, 2nd by Trustee Dalin.

Motion was made by Trustee Chatterton to adjourn the meeting at 10:11 PM, 2nd by Trustee Dalin, carried.

Respectfully Submitted,

Patricia French,
Village Clerk