

Minutes
Marcham Hall

VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES MONTHLY MEETING

Monday March 21, 2016
7:00 p.m.

Present: Mayor Supron; Trustees: Biloski, Friend, Marshall, Robinson, and Woodard; Fire Superintendent Tamborelle; Police Chief Steinmetz; Clerk & Treasurer Mangione; Attorney Marcus

Not in attendance: Trustee Salton

Call to Order: Mayor Supron calls the meeting to order at 7:05 p.m.

1. Approval of Board of Trustee Meeting Minutes: February 16, 2016

Resolution #7755

BE IT RESOLVED THAT: Minutes of the February, 2016 Village of Cayuga Heights Board of Trustees Meeting are approved as written in Exhibit FYE2016-105.

Motion: Trustee Woodard

Second: Trustee Friend

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

2. Approval of Special Board of Trustee Meeting Minutes: March 9, 2016

Resolution #7756

BE IT RESOLVED THAT: Minutes of the March 9, 2016 Village of Cayuga Heights Board of Trustees Special Meeting are approved as written in Exhibit FYE2016-106.

Motion: Trustee Robinson

Second: Trustee Friend

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

Mayor Supron emailed the results of the Special Meeting to Tompkins County Administrator, Joe Marianne, indicating the Village's support of Tompkins County as Lead Local Government in the pursuit and application for funding for the Tompkins County Law Enforcement Shared Service Initiative.

3. Report of Fire Superintendent Tamborelle (Exhibit 2016-107)

There are no questions on the Superintendent's submitted report.

The following information is shared:

Engine 231 will be out of service for a few weeks for repair work. E-One out of Texas has agreed to complete the repair under warranty if the Village covers the cost of shipping the part.

The Department of Public Works has started the fire station front pad replacement.

The Fire Department Banquet is scheduled for April 16th.

Movie Night at the Fire Station will be held again this year. Tuesday night presents fewer conflicts for department personnel. Superintendent Tamborelle requests waiver of the Special Events application fee.

Resolution #7757

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approve the Village of Cayuga Heights Fire Department Movie Night to be held weekly from June through the second week of August; and,

IT IS FURTHER RESOLVED THAT: the Special Events permit and application fee are waived for this activity.

Motion: Trustee Woodard

Second: Trustee Friend

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

Several members of the department will be attending the Fire Department Instructors Conference (FDIC) in Indianapolis. There will be senior members in town to provide coverage.

Food costs were significant this past month due to recruit and training sessions.

Superintendent Tamborelle expresses his full support for the Emergency Plan to be discussed later in the meeting.

4. Privilege of the Floor (PoF)

Longtime Village resident Paul Bensadoun requests that past water and sewer penalties be credited to his account. Mayor Supron references an ongoing effort by Bolton Point Commissioners to develop the most equitable billing model possible.

5. Annual Organization Meeting of the Village

Resolution #7758

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees schedules the Organizational Meeting for Official Year 2017 to be held on April 4, 2016 at 7:00 p.m. at Marcham Hall.

Motion: Trustee Marshall

Second: Trustee Biloski

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

6. April Monthly Meeting of the Village of Cayuga Heights Board of Trustees

Resolution #7759

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees schedules the April Monthly Meeting to be held on April 11, 2016 at 7:00 p.m. at Marcham Hall.

Motion: Trustee Biloski

Second: Trustee Robinson

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

7. Public Hearing on the Proposed Budget for Fiscal Year June 1, 2016 through May 31, 2017

Resolution #7760

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees schedules a Public Hearing on the Proposed Budget for Fiscal Year June 1, 2016 through May 31, 2017 to be held on April 4, 2016 at 7:00 p.m. at Marcham Hall.

Motion: Trustee Robinson

Second: Trustee Friend

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

8. Public Hearing on Proposed Local Law 2016-b: Tax Cap Override

Resolution #7761

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees schedules a Public Hearing on Proposed Local Law 2016-b; Tax Cap Override to be held on April 4, 2016 at 7:00 p.m. at Marcham Hall.

Motion: Trustee Woodard

Second: Trustee Biloski

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

9. Report of the Mayor

a. Deer Management: Update and Planning

White Buffalo has completed most of its contractual work for the season. The complete report will be available on the Village's website.

b. Planning Board: Updates

Sean Cunningham has submitted his resignation, effective immediately, from the Planning Board. His term is scheduled to end at the Organizational Meeting in April. Due to matters to be addressed during the remainder of March, his seat is to be filled without delay.

Resolution #7762

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees accepts the resignation of Sean Cunningham from the Planning Board

Motion: Trustee Robinson

Second: Trustee Biloski

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

Mayor Supron comments that Mr. Cunningham has served on the Planning Board almost since its inception, first as an Alternate and then as a full Member of the Board.

Appointment of Melonie McMurry to fill the vacant seat on the Planning Board for the remainder of Sean Cunningham's term (4/2016) is made by Mayor Supron.

Resolution #7763

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees approves the appointment of Melonie McMurry to fill the vacant seat on the Planning Board for the remainder of Sean Cunningham's term (4/2016).

Motion: Trustee Friend

Second: Trustee Robinson

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

Mayor Supron appoints Jenny Leijonhufvud to the position of Alternate on the Planning Board.

Resolution #7764

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees approves the appointment of Jenny Leijonhufvud to fill to the position of Alternate on the Planning Board.

Motion: Trustee Robinson

Second: Trustee Biloski

Discussion: none

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

c. (Re)codification of Local Laws

A proposal was requested and received from General Code to codify the Village's Local Laws. An internal effort was made in approximately 2010; it is not a true codification. Other municipalities have used the services of General Code. Success of the project could depend on the experience of the assigned team members. Prior to a contractual commitment, resumes and references will be reviewed.

Police Chief Steinmetz speaking on behalf of the Police Department states that codification would be appreciated by the Officers.

10. Report of the Trustees

a. The Emergency Plan

Trustee Biloski presents the completed plan following a recap of the process that was followed by the committee.

Resolution #7765

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees approves the Village of Cayuga Heights Emergency Plan as presented with the discussed revisions.

Motion: Trustee Biloski

Second: Trustee Friend

Discussion: Trustee Robinson mentions a few editorial corrections. Attorney Marcus confirms that no public hearing is necessary.

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

b. Retention of an Attorney/Legal Firm to advise on matters of Labor and Personnel Management

A proposal has been received from Coughlin & Gerhart LLP. Miller Mayer LLP will forward their proposal next week. The Village's contract with the Teamsters expires as of May 31, 2016 making a determination regarding representation essential.

c. Safe Routes to School/Walkability Committee as part of Transportation Alternatives Program (TAP)

Trustee Friend and Melanie McMurray will be attending a meeting of the Lakeview Cemetery Board. Laws regarding prohibition of cemeteries and municipalities entering into mutually beneficial agreements have been relaxed. It is possible that in exchange for maintenance services a cemetery would be willing to be open for use as a walking route. Funding through the TAP program may be available later in the year.

d. Pleasant Grove Road Speed and Safety Issues

A letter has been received from a resident on Pleasant Grove Road concerned about speeding which takes place along the road combined with short sight distance. Speed control devices are an option.

11. Report of Police Chief Steinmetz – submitted reports

Two full-time officers are on disability; an effort to fill all week-end shifts with part-time officers is ongoing.

12. Report of Superintendent of Public Works

Revision to the GHD Contract to perform WWTP Valuation:

In order to maintain an appropriate level of insurance coverage the replacement value of the WWTP physical plant is necessary. GHD's initial effort generated a lump sum total for the entire plant using current engineering data for primary, secondary and tertiary treatment. The Village's insurer requires the valuation by structure. Extra effort was need by GHD to reconfigure the valuation from engineering processes to physical building structures. This and work on other projects as outlined on the Agenda obliges an additional \$4,230 for completion.

Resolution #7766

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees approves addition of \$4,230 to its contract with GHD to be expended from the Sewer Plant Fund (G) Contractual account.

Motion: Trustee Woodard

Second: Trustee Biloski

Discussion:

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

13. Report of the Treasurer

Resolution #7767

BE IT RESOLVED THAT: Abstract #10 for FYE2016 consisting of TA vouchers 84 - 97 in the amount of \$18,367.75 and Consolidated Fund vouchers 709 & 806 in the amount of \$181,118.95 is approved and the Treasurer is instructed to make payments thereon.

Motion: Trustee Robinson

Second: Trustee Woodard

Discussion:

Ayes: Trustees Biloski, Friend, Marshall, Robinson, and Woodard

Nay & Abstentions: none

Motion carried

The Village website includes a Community Calendar. The Board is comfortable with inclusion of occasional community based events on this calendar.

An increase in spam emails has been noted by all members of the staff. Options to improve the email server's security are reviewed. Action on this item is tabled until additional information can be gathered.

Mayor Supron adjourns the meeting at 9:50 p.m.