

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE OF NORTH COLLINS BOARD OF TRUSTEES HELD ON MONDAY, May 21st, 2018 AT 6:30 P.M. IN THE VILLAGE HALL.**

Deputy Mayor Myers called the regular meeting of the Board of Trustees to order at 6:30pm and led the Pledge of Allegiance.

**MEMBERS PRESENT:** Deputy Mayor/Trustee Kathleen Myers Trustee Melvin Bley  
Trustee Karen Denne Trustee Corinne Leone  
Clerk Jan Hutchinson Attorney Richard Schaus  
**Excused:** Mayor Vincent George

Motion by Trustee Karen Denne seconded by Trustee Melvin Bley to accept meeting minutes as presented from April 16<sup>th</sup>, 2018 Regular Meeting. Unanimously Carried.

**BE IT RESOLVED** to amend meeting minutes from the March Regular meeting as noted. Motion by Trustee Corinne Leone seconded by Trustee Karen Denne. Unanimously Carried.

**VISITORS:** (all to observe)

Jo Bellezza  
Katherine Ayers  
Richie Bley

**DEPARTMENT HEADS:**

**Code Enforcement:** 2019/2021 Brant St. Barn/Garage appears to be imploding; neighbor needs to move trailer to protect from possible damage. The property owner is working to get the barn torn down but cost may be a factor.

**BE IT RESOLVED** for the Code Enforcement Officer to obtain 2 estimates on tearing down the barn located at 2019/2021 Brant and re-approach the Board if necessary to pursue further action needing to be taken by the Village. Motion by Trustee Melvin Bley seconded by Trustee Corinne Leone. Unanimously Carried.

Concerning 10380 Main Street: the garage attached to the house is also falling down and the Code Enforcement Officer will contact the homeowner this week.

Concerning the empty cistern/septic tank on the property located at the corner of Gurney and Walnut: the letters to the property owner have been returned unopened. For now, the DPW should keep the area secure and protected. The Clerk should send information to the Attorney to see if he can pursue the matter further.

There have been requests about chickens in the Village and the Code clearly states that there are no chickens allowed in the Village; discussion took place about whether this should be changed and it was unanimous that chickens/roosters not be allowed. There is one residence on Sherman Ave that currently has chickens and a letter will be sent to them concerning this matter.

**DPW:** There were six (6) minor water leaks this spring; all on Harrison Ave have been repaired; a water box has been repaired on Main; installed a water meter at the new dentist's office; the new heaters at the DPW have been working great—this was the first time the heaters have been able to shut themselves off in the DPW garage since Mike has been with the Village. There are new regulations regarding leaves—if leaves are to be bagged, they need to be in biodegradable bags, preferably paper.

**BE IT RESOLVED** to put an ad in the paper letting residents know of this new leaf disposal information. Motion made by Trustee Corinne Leone seconded by Trustee Karen Denne. Carried.

The roller broke and seems unfixable. DPW needs a roller so this one will need to be replaced and disposed of. Check state contract pricing and get other firm pricing and a special meeting will be called.

DPW recently assisted with the new flower pots at the Village Park and Trustee Denne said a Thank You to the DPW staff for their assistance. Trustee Denne asked if topsoil was available or is she needed to get some to fill the planters. Mike Perry said they will fill them. Also, the hanging plants are available for pickup and will be picked up and put up before the Memorial Day parade.

**Fire:** There were 28 calls so far in 2018; Chief Keith Ayers has been cleaning and organizing and that work will continue until complete. The need for a siren was discussed.

**BE IT RESOLVED** that the siren for fire calls will be turned back on and the cost (if any) for the siren will be taken from the Buildings-Utilities budget line. Motion by Trustee Melvin Bley seconded by Trustee Karen Denne. Carried.

**Police:** brief review of the submitted report; summer schedule starts in June so the Police will be on duty nearly every evening; According to reports from the NC Court, the Village traffic stops added \$50K to the court; gearing up for the summer events; received a new radar unit at no charge to Village—keeping the old one for now as a spare.

**MAYOR:**

Special Use permit has been granted to My 2 Sons Bottle and Can Recycling Center on Main Street next to the Post Office. One year with provisions.

Charter Communications is updating their tiers and is moving Animal Planet to Select.

The Clerk has received quotes from different companies to compare to our current Erie County Gas and Electric Aggregation rates. According to one vendor, we are already “getting killer rates” and they cannot compete at this time.

Received a letter from National Grid stating that we are back to normal rates at the DPW Garage since our usage is now under control.

May Sales Tax remittance reports show the current payment to be 19.71% greater than the corresponding 2017 transfer. YTD receipts are running 4.62% greater than last year.

Legislator John Mills will be attending our June meeting.

Hamburg Taxi is now servicing our area and has service available at reduced rates for special events. They can be contacted at 648-7300. The Village Clerk can provide a list of various events for them to decide if they wish to have a vehicle available in the Village or Town.

Association of Erie County Government’s meeting updates: many area communities are being hit with railroad assessments that have been hard on them. Also, many unfunded state mandates are hitting area communities very hard. Christa Grisanti, Risk Consultant for Erie County spoke on Strategies for Risk Deductions for Municipalities—safety programs are the “in” thing right now.

A citizenship questions is being proposed to be added to the census questionnaire. Some feel that having that questions asked will discourage some residents from filling out and returning their census paperwork.

Association of Erie County Govts recently did a survey of area municipalities concerning if/how they assist residents with tire disposal. 12 communities responded: 4 Yes; 12 No.

Discussion about water special assessment fee: do not collect enough each year to make the full payment; since the board wishes to provide the balance from the General fund, addresses not paying Village taxes must pay a different assessment fee—they are not covered under the General Fund since they do not contribute.

BE IT RESOLVED therefore, that effective September 1, 2018, the out-of-district residents should be charged the full assessment value of the annual payment: \$77.88 per quarter. The Clerk will send a letter in June to all out-of-district residents that will contain the increased payment information as well as a reminder about out-of-district responsibilities and payment requirements. Motion by Trustee Karen Denne seconded by Trustee Corinne Leone. Unanimously Carried.

Board received letter from resident at 2051 Southside Avenue stating that the home is not being used as a two-family home and he would like to have the property officially listed as one-family. Discussion took place and it was determined that no action would be taken until the kitchen was removed and not just disconnected. The Clerk will send a courtesy letter to this effect.

Letter from Officer Keith Kibler was received April 17, 2018 by Richard Cooper and was submitted for board approval.

BE IT RESOLVED that the resignation of Office Keith Kibler has been accepted with regrets. Motion by Trustee Melvin Bley seconded by Trustee Corinne Leone. Unanimously Carried.

Final versions of proposed amendments to local laws are ready for publication.

BE IT RESOLVED that the Village Board authorizes the Clerk to advertise for a public hearing to be held before the next regular meeting (6:30pm on June 18, 2018) for each of the two proposed amendments: Amend Chapter 46 (Keeping of Animals) and Amend Chapter 103 (Housing Standards) concerning the terms “Camp, Cottage or Cabin” and “Dwelling, One-Family. Motion by Trustee Corinne Leone seconded by Trustee Karen Denne. Unanimously Carried.

The 2018-2019 Tax Warrant has been issued.

BE IT RESOLVED that the Board has instructed the Clerk to advertise the warrant in the

legal newspaper and at various locations throughout the Village. Motion by Trustee Melvin Bley seconded by Trustee Karen Denne. Unanimously Carried.

A representative from the Fireworks over Fricano Community Committee approached the Clerk about possible donations from various individuals on the board. If anyone wishes to donate to this summer event, please see the distributed flyer.

Unused Vacation time by full-time employees was discussed. It is minimal.

BE IT RESOLVED that the unused vacation time for Janet Hutchinson and Paul Parnitzke shall be carried over to the new budget year. Motion by Trustee Karen Denne seconded by Trustee Melvin Bley. Unanimously Carried.

A price on state-bid has been received from Emerling Ford to replace the Ford F550 truck. It will be paid for as part of the Water improvement project with a trade-in of the previous truck of \$24,000.

BE IT RESOLVED that the current Ford F550 be traded in for a new Ford F550 truck and paid for from funds from the Water Improvement Project at a total cost not to exceed \$38,000. Motion by Trustee Melvin Bley seconded by Trustee Corinne Leone. Unanimously Carried.

Prices and scope of work for a new generator for the Municipal Building has been received from two vendors. The Clerk has been unable to find other companies willing to bid.

BE IT RESOLVED that generator installation project for the Municipal Building is tabled until a future meeting. Motion by Trustee Karen Denne seconded by Trustee Melvin Bley. Unanimously Carried.

National Night Out nationwide is on the first Tuesday of August: August 7, 2018. Village Clerk has volunteered to take the lead in the events that will take place in the municipal parking lot. Board suggests a certificate of insurance from food vendors for \$100,000; no alcohol; budget should be presented at the next meeting.

BE IT RESOLVED that the Village Clerk may take the lead in the Village portion of the National Night Out event scheduled nation-wide for Tuesday, August 7, 2018. Motion by Trustee Corinne Leone seconded by Trustee Karen Denne. Unanimously Carried.

Discussion about an agreement for the Western NY Firemen's Convention police request. Modification needed. Bring adjusted document to next month's meeting.

The following budget adjustments were proposed:

**GENERAL FUND**

\$30.00 from A1325.200 Clerk Equipment	→	A1210.400 Mayor - Cont
\$20.00 from A1325.200 Clerk Equipment	→	A1325.400 Clerk - Contractual
\$800.00 from A1620.400 Buildings-Contractual	→	A1620.404 Buildings-Utilities
\$20.00 from A1640.400 Garage - Contractual	→	A1640.403 Garage - Supplies
\$1,000 from A1640.200 Garage - Equipment	→	A1640.404 Garage - Utilities
\$1,000 from A5130.400 Machinery - O&M	→	A5130.401 Machinery - Fuel
\$1,500.00 from A9040.800 Worker's Comp	→	A9060.800 Health Insurance

**WATER FUND**

\$3,000 from F8340.400 Transmission - Contractual	→	F8340.4040 Trans - Utilities
\$2,000 from F9040.800 Worker's Comp	→	F9060.800 Health Insurance

Motion made by Trustee Melvin Bley seconded by Trustee Corinne Leone to approve the above budget transfers. Carried.

**TRUSTEE REPORTS:**

Trustee Bley – would like to readdress the topic of a fire siren for the Village—feels that it is a necessity; Keith is doing an outstanding job as Fire Chief—he will be a big asset to the Village.

Trustee Denne – Purchased flowers to pot at the Village Park—wants it all done by the holiday; Attended the NEST meeting last week: June 2<sup>nd</sup> is Hazardous Household Pickup Day; July 28<sup>th</sup> is an e-waste drop-off day in Hamburg from 9am – 2pm at Erie Community College; growing trend to move recycling contracts to three year agreements; cost for e-waste drop offs around the county is approximately \$15,000 per year; a great deal of US waste goes to China—to bring attention to that, no e-waste is being taken by the county in June but there is a concern that it will backup across the country while waiting to be taken across the ocean.

Trustee Leone – Memorial Day parade is coming up—who will march? Will we provide candy? The Board members can individually contribute if they wish; Corinne, Mel, and the Mayor will participate in the parade.

Trustee Myers – Nothing to report

**MOTION made by Trustee Karen Denne seconded by Trustee Kathleen Myers to approve payment of bills for the Apr/May Abstract #12 in the amount of \$37,817.80. Carried.**

**MOTION made by Trustee Melvin Bley seconded by Trustee Karen Denne to enter into Executive Session to discuss proposed, pending, or current litigation as well as the private information of a person or person leading to appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal. Carried**

**EXECUTIVE SESSION notes:**

**Discussion about E&R invoice for services ordered by the Village at a residential address; the problem had been addressed by previous tenants over a couple of decades and many had given inaccurate input over the years; to solve the problem for new residents, the mayor ordered the digging of the problem to determine the cause; all occurred during the property transfer from previous owner to current owner; legal advice—even though it turned out to be a sewer problem, E&R fixed the problem at the Mayor’s request and gave the Village a significant break in the price so therefore, the village would be responsible for paying the invoice.**

**BE IT RESOLVED that the Village of North Collins will pay the invoice to E&R Construction in the amount of \$2,915.48. Motion by Trustee Melvin Bley seconded by Trustee Karen Denne. Unanimously Carried.**

**Discussion about the work quality of a probationary employee: had received feedback from supervisor monthly, was referred to Trustee Leone for council and evaluation, quality of work was good for a couple of weeks then right back to unacceptable. An Exit Interview should be requested of the employee.**

**BE IT RESOLVED that said employee will be terminated effective immediately. Motion by Trustee Corinne Leone seconded by Trustee Melvin Bley. Unanimously Carried.**

**BE IT RESOLVED to advertise the now open position in our official paper. Motion by Trustee Corinne Leone seconded by Trustee Melvin Bley. Unanimously Carried.**

**MOTION made by Trustee Melvin Bley seconded by Trustee Karen Denne to leave Executive Session at 8:50pm. Carried.**

**MOTION to adjourn meeting made by Trustee Corinne Leone seconded by Trustee Melvin Bley at 8:50pm. Carried.**

**Minutes submitted by**

**Janet L. Hutchinson, Clerk/Treasurer**

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