

**VILLAGE OF PALMYRA**  
**BOARD OF TRUSTEES**  
JUNE 22, 2023      7:00 PM  
**VILLAGE ONLY PORTION OF JOINT TOWN/VILLAGE MEETING**

Starting at 7:00pm, the Town of Palmyra held their portion of the meeting.

**ROLL CALL:** Present: Mayor Husk, Trustees Leo, Luke, and Perry. Trustee Wartens was absent.

**OTHER ATTENDEES:** Georgeann Graham, Chuck and Julie Hartman, Matt Horn *from MRB*, Tracy Murphy *from Historic Palmyra*, Gary Rose, Tracy Vanderwall

**REGULAR MEETING**

**CALL TO ORDER:** Mayor Husk called the regular meeting to order at 7:10 pm.

**PLEDGE OF ALLEGIANCE** was performed during the Town meeting

**APPROVAL OF MINUTES:** Motion was made by Trustee Leo, seconded by Trustee Perry to approve the minutes from June 5, 2023. Vote, 4 ayes. CARRIED.

**APPROVAL OF ABSTRACTS:** Motion was made by Trustee Perry, seconded by Trustee Luke to approve payment of Abstract 1A vouchers 24-00001 through 24-00051 for \$263,981.06 Vote, 3 ayes. CARRIED

**OLD/NEW BUSINESS**

**COURT AUDIT:** Correspondence has been received from the NYS Unified Court System reminding the Village that the annual court audit is due. In answer to that, Trustee Luke reported that the Court Audit was completed May 5, 2023. Motion was made by Trustee Perry, seconded by Trustee Leo to acknowledge completion of the annual court audit by Trustee Luke with no discrepancies having been found. Vote, 3 ayes. CARRIED. A copy of the court audit will remain on file in the Village Hall and one will be sent to the state.

**RESOLUTION OF SUPPORT AND AUTHORIZATION FOR THE VILLAGE OF PALMYRA 2023 NEW YORK STATE CONSOLIDATED FUNDING APPLICATION AND ENGINEERING PLANNING GRANT APPLICATION**

WHEREAS, Village of Palmyra, Wayne County, supports the submission of a 2023 Consolidated Funding Application (CFA) on behalf of the Village, for the Engineering Planning Grant (EPG) program to conduct a study of its pump stations and sanitary sewer collection system for Inflow and Infiltration; and

WHEREAS, the New York State Environmental Facilities Corporation (EFC), provides a competitive statewide reimbursement grant program to assist in the initial planning of eligible Clean Water State Revolving Fund (CWSRF) water quality projects; and

WHEREAS, The Village of Palmyra meets the municipal median household income thresholds for EPG eligibility; and

WHEREAS, if funding is received it will allow the Village of Palmyra to prepare a preliminary engineering report to complete a thorough investigation of its pump stations and inflow & infiltration in the collection system to recommend solutions, enabling the Village to seek further financing for construction through the CWSRF program to advance the required water quality improvements;

NOW THEREFORE BE IT RESOLVED, the Village Board, on behalf of the Village, identifies the Village Mayor as the authorized representative for the project, able to execute necessary documents relative to and as required for this application; and

BE IT FURTHER RESOLVED, the Village Board does hereby authorize and obligates local matching funds of the minimum 20% of the total grant funding awarded in the form of in-kind services or cash contribution hereby appropriated from the sewer fund; and

BE IT FURTHER RESOLVED, that the Village of Palmyra, recognizes and fully supports the submission of the 2023 CFA for an EPG for investigation into their pump stations and sanitary sewer collection system for Inflow and Infiltration.

Motion to approve this resolution was made by Trustee Perry, seconded by Trustee Leo. Vote, 3 ayes. CARRIED.

**SEQR RESOLUTION FOR 2023 NEW YORK STATE CONSOLIDATED FUNDING APPLICATION WASTEWATER INFRASTRUCTURE ENGINEERING PLANNING GRANT APPLICATION**

**SEQR RESOLUTION - TYPE II ACTION**

WHEREAS, the Village of Palmyra Village Board (Hereinafter referred to as “Village Board”) is proposing to submit a 2023 Consolidated Funding Application (CFA) for the Engineering Planning Grant (EPG) program to conduct a study of Inflow and Infiltration issues within the sanitary sewer system and evaluate their pump stations; and

WHEREAS, this action constitutes “information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies” and “conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action” which under the New York State Environmental Quality Review (SEQR) Act are listed as Type II actions for which it has been determined there are no significant adverse effects on the environment; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Village Board does hereby classify the above-referenced action to be a Type II Action under 6 N.Y.C.R.R. Section 617.5 [c] [24] [27] of the State Environmental Quality Review (SEQR) Regulations; and

BE IT FURTHER RESOLVED THAT, Type II Actions are not subject to further review under Part 617 of the SEQR Regulations; and

BE IT FINALLY RESOLVED THAT, the Village Board in making this classification has satisfied the procedural requirements under SEQR and directs this Resolution to be placed in the file on this Action.

Motion to approve this resolution was made by Trustee Luke, seconded by Trustee Perry. Vote, 3 ayes. CARRIED.

**SET PUBLIC HEARING DATE REGARDING SEWER MAINTENANCE FEE** when water has been turned off at the road. This will be held on July 10 at 6:50pm after the other Public Hearings scheduled that night. Motion was made by Trustee Perry, seconded by Trustee Leo, Vote, 3 ayes. CARRIED. R. Wetherby made it clear that this is NOT an additional fee. The only impact is for those with no water services who are currently being charged the \$40 sewer maintenance fee.

**AMERICAN LEGION PARKING AND CHANGE OF LOCAL LAW 183-7 AND 183-9** regarding parking in front of the American Legion at 132 Cuyler Street changing from no parking to parking from 4:00pm-10:00pm starting 20 feet south of the crosswalk and extending south to the end of the curb at 132 Cuyler Street. Motion was made by Trustee Leo, seconded by Trustee Perry. Vote, 3 ayes. CARRIED.

**HIRING OF PER DIEM COURT ASSISTANCE:** Motion to hire Donald Peterson at \$14.20 per hour effective 6/23/23 was made by Trustee Perry, seconded by Trustee Leo. Vote, 3 ayes. CARRIED. This position is budgeted to assist with scanning, shredding, and other tasks to remain compliant with New York State.

**MEETING WAS PAUSED AT 7:19PM FOR A PRESENTATION FROM MATT HORN WITH MRB REGARDING THE COMPREHENSIVE PLAN**

M. Horn explained the next steps and discussion was had between him and board members.

Highlights:

Village and Town will be looking for 7-10 people, a good mix, to be on a steering committee.

He will send a press release template and matrix to both Clerks. M. Horn recommends getting the press release out to the community in as many ways as possible. Interested parties will send a letter of interest to the Clerks. July 21 will be the last day to receive letters and they will be decided on by July 28.

The committee will start with developing a 5-year action plan with guidance from MRB staff.

**MEETING WAS CALLED BACK INTO ORDER AT 8:01PM.**

Motion to approve the Mayor to sign the agreement between MRB, and the Town & Village of Palmyra to write a Comprehensive Plan, as written in the agreement dated June 20th, 2023, not to exceed \$48,975.00 was made by Trustee Luke, seconded by Trustee Perry. Vote, 3 ayes. CARRIED. This cost will be shared equally between the Town and Village of Palmyra, as mutually agreed upon between the parties.

**ADJOURNMENT:** Motion was made by Trustee Perry and seconded by Trustee Luke to adjourn at 8:02pm. Vote, 3 ayes. CARRIED. Next Village only meeting will be July 10, 2023 at 6:30pm at the Village Hall.