

VILLAGE OF PALMYRA
BOARD OF TRUSTEES
September 7, 2021 6:30 PM
REGULAR MEETING AT FIRE HALL

ROLL CALL: Present: Mayor Husk, Trustees Luke, Perry and Warters (excused at 6:45) and Attorney Williams. Absent: Trustee Nolan

OTHER ATTENDEES: Caroline Grasso from the *Wayne County Times* newspaper, Deb Rothfuss (Resident/Fire Company), Warren Frederick and Jeff Bulman (Fire Department), David Smith (Chief of Police), Gary Hopkins (Superintendent Cemetery and Parks), Ron Hall (Code Enforcement/Zoning Officer), Mike Boesel (Highway Superintendent)

CALL TO ORDER: Mayor Husk called the meeting to order at 6:30 pm.

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PLEDGE OF ALLEGIANCE

REGULAR MEETING

APPROVAL OF MINUTES: Motion was made by Trustee Luke, seconded by Trustee Perry to approve the minutes from August 16, 2021. Vote, 4 ayes, CARRIED.

APPROVAL OF ABSTRACT: Motion was made by Trustee Perry, seconded by Trustee Warters to approve payment of ABSTRACT 4A vouchers 22-00233 through 22-00255 and 22-00263 through 22-00286 in the amount of \$ 102,419.22.
Vote, 4 ayes. CARRIED.

CORRESPONDENCE/ANNOUNCEMENTS/INFORMATION

- Spectrum installing wiring this week. Phones should be live on September 14th.
- Fire Department contract meeting with Town of Palmyra at 10:00am on September 8.
- Bathrooms at Fire Department- In Gary Hopkins' report

TRUSTEE REPORTS

Trustee Luke- Deferred to M. Boesel's report regarding Terminal Wall Project.

Trustee Nolan- Absent

Trustee Perry- Requested a vacation time extension for Gary Hopkins of 90 days (12/3/21). Motion was made by Trustee Perry, seconded by Trustee Luke to approve extension. Vote, 4 ayes. CARRIED.

Trustee Warters- Fire calls for the month (On File in the Village Clerk's office)

Attorney Williams- No report

Mayor Husk- Met with Sarah Hamilton of Sign Dreamers, who was having a free event in the park September 2. She would like to do more things in the community and would like to work with Trustee Luke in Economic Development.

OLD/NEW BUSINESS:

SEWER CREDIT REQUEST of \$54.75 for 133 Fayette St, Apartment 2 due to leaking water heater. Motion was made by Trustee Perry, seconded by Trustee Warters to approve sewer credit. Vote, 4 ayes. CARRIED.

WATER CREDIT REQUEST of \$94.75 for 133 Fayette St, Apartment 2. Motion was made by Mayor Husk, no second, no action being taken by the Board.

SEWER CREDIT REQUEST R. Wetherby asked the Board to waive sewer minimum charge (\$40) and water meter rental (\$3) for Karen Lattanzio of 375 West Main Street as house is uninhabitable due to the Spectrum van driving through her house. This credit is in place until the house is livable. Motion was made by Trustee Perry, seconded by Trustee Luke to approve credit request. Vote, 4 ayes. CARRIED.

EVENT APPLICATION FOR VILLAGE PARK R. Wetherby asked the Board if they would like to have an event application for people to fill out so that the Village is aware of any organized events in the Village Park. This would be helpful if they need access to the bathrooms. One of the questions to discuss is how many people would qualify as an organized event. R. Wetherby will put something together for the Board to look at

WORK ORDER PROGRAM INTEREST: Trustee Perry and R. Wetherby have been discussing a more formal and organized way to track and capture projects and work orders for Code Enforcement, Highway and Buildings and Grounds. We wanted to gauge Board

interest before going to the heads of the departments to see what they would like. R. Wetherby has spoken to Dude Solutions and Upkeep.

WIPP- Water and Sewer Payment Online Portal- Tabled until future meeting

ARPA FUNDING DISCUSSION- Mayor Husk asked the Trustees to email suggestions for use of the funds to himself and Clerk-Treasurer Wetherby for further discussion at the next meeting.

DEPARTMENT HEADS

On August 19th, Mayor Husk sent a memo to all the Department Heads asking them to attend this meeting. His opinion is that the communication between the Department Heads and the Village Board/Board Liaisons is lacking. Six months ago, he asked that at the 2nd Board meeting of every month he wanted the Department Heads to attend to give a briefing of what they are doing and be available for questions. Mayor is again requesting the Department Heads consider coming to the 2nd Board meeting of each month.

Code Enforcement Ron Hall informed us that Jason Cheetam did an outside only inspection at 421 E Main Street today (We do not have permission from owner for an inside inspection.) R. Hall had put the process on hold as he thought the property was going to be sold. That did not happen. This report will be added to the complaint paperwork and R. Hall will be issuing the owner a summons. Mayor Husk asked how many open permits the Village currently has. R. Hall believes there is around 15 open permits. Mayor Husk asked if R. Hall visually inspects the open permits to see how the projects are coming. Mayor asked how many neglected property maintenance properties we have. R. Hall said we have one on West Jackson with potential buyer. When he receives a complaint or sees a violation while driving, he will send letter with a compliance date. If it hasn't been resolved, another letter is sent giving 4-6 days to comply. R. Hall is concerned with two rental properties, one on E Main, and one on Hyde Pkwy, where owners have given up trying to maintain the property. R. Hall will talk to Judge Rodman about legal recourse of these property maintenance issues. Trustee Perry asked G. Hopkins to look into the cost of getting rid of the debris at the Canal Street property. A. Williams said to follow statues and attempt to appeal to property owners by showing that it will cost them less to take of their property maintenance instead of us doing it.

Building and Grounds

Door opening for the Fire Department bathroom has been widened by Andy Jacobs using funds from the Microgrant. G. Hopkins will be installing the doors that were purchased with the remaining Microgrant funds. G. Hopkins may have a contractor willing to donate partitions and/or vanities for the bathrooms to be ADA compliant. As more ash trees have been failing, they are on G. Hopkins take down list. NYSEG is clipping back trees that are too close to the power lines.

Fire Department

Trucks are in process of their annual pump test. Truck AP1 is on the list to be ladder tested. One firefighter is in the basic firefighter class starting tonight. Mayor Husk asked the process if someone wants to volunteer, and if there is a medical condition form. J. Bulman explained that the candidate fills out an application, they are interviewed, a background check is performed, and the candidate goes to Workfit for a physical to be deemed physically fit. W. Frederick said once the person starts coming to training, they work with them to see where they fit in within the Department.

Police Department

Chief Smith is finishing the items needed on our Reform and Reinvention Plan. Implicant bias training was completed online. The De-escalation training is on hold until Police Department is completely staffed. The speeders on West Jackson have been curtailed with the signs the Highway Department put up. Unmarked car was striped, and the Chief has had positive comments.

Chief Smith is holding Coffee with the Chief this Sunday at 9:00am at Village Hall. This was advertised on our website, our Facebook page, the Wayne County Times and on a sandwich board in front of the Village Hall. Trustee Luke asked if this would be a monthly event. Chief Smith said it depended on the attendance on the one on Sunday. Mayor Husk requested Chief Smith stay for Executive Session.

Highway

The fire hydrant at the corner on E Jackson and Cuyler has been fixed. They ran into issues with shutting down the water mains which led to a late night. M. Boesel would like to request budget money in the coming years to map the water lines to help prevent issues like this from happening in the future.

He has been communication with the school, Police Department and residents of Stafford Street and Birdsall Pkwy via email with updates on their street projects. Tomorrow prepping on Stafford for Thursday granite install for the first block. Mayor Husk asked when the second block of Stafford Street will be getting updated. M. Boesel has improvements scheduled for Spring of 2022. They will be milling Stafford Street in the next week or two and paving both Stafford Street and Birdsall Parkway after.

Park Drive/Floating Dock/Terminal Wall Project- Andy Jacobs has poured more concrete (approximately 100 ft). They started underneath bridge and are working their way West. Doug Synesael returned to work today after being out on medical leave. Highway was able to fix some of the sidewalk issues as concrete was needed for ADA compliance on the corner of Stafford and Jackson and the extra could be used for that purpose. Pat Nicoletta, MRB, Floating dock is 150 feet long and will attach to the existing concrete Terminal Wall under the bridge to the dock Gary has to pull out every year. The floating dock does not need to be removed in the winter as it is supposed to rise on top of the ice. Discussion was had about eliminating that dock by extending the floating dock. M. Boesel requested that we install at least on camera on Park Drive.

Resident-Deb Rothfuss

She asked if the no parking signs on Claremont Street can be lowered and another turned to where someone parking could see them. M. Boesel said he would look into it. Brush pickup dates were discussed. Fire Department will be having their pancake breakfasts on the 4th Sunday starting in September.

EXECUTIVE SESSION: As there were no further regular items to be discussed, motion was made by Trustee Perry, seconded by Trustee Luke to go into executive session for discussion of personnel at 7:52 pm. Vote, 3 ayes. CARRIED.

Mayor Husk declared the return to public session at 8:36pm.

ADJOURNMENT: Next meeting will be September 20th at 6:30pm at Village Hall. Motion was made by Trustee Perry and seconded by Trustee Luke to adjourn at 8:37 pm. Vote, 3 ayes. CARRIED

Respectfully submitted,

Rebecca Wetherby
Clerk Treasurer