

MINUTES of a Special Meeting of the Village Board of Trustees held Thursday, May 31 2012 at 9:00 AM Village Hall, 111 Elm Street, Room 202, Penn Yan, NY 14527

PRESENT: Mayor R. Church; Trustees W. Allison; Trustees C. Christensen; M. Christensen; D. Reeve; R. Stewart; B. Winslow; Clerk/Treasurer S. Wilber; Director of Public Works B. Bodine; CEO B. Lyon; Municipal Chairman R. French; Committee members D. Banach and D. Payne

ABSENT: Attorney Ed Brockman; Police Chief M. Hulse; Assistant Director of Public Works B. Jensen; Parks Director D. Doyle; Fire Chief R Simpson

News Media present: None

PUBLIC: None

Mayor Church called the Special Village Board meeting to order at 9:17AM

MOTION by Trustee Reeve, seconded by Trustee M. Christensen to authorize Resolution No. 25-2012 Create a 2nd Civil Service position.

WHEREAS, the Village Board passed a motion on 5-17-2012 that created a 2nd civil service position of a Building Maintenance Mechanic.

WHEREAS, the opening for this new position was internally posted from 5/16/2012 thru 5/25/2012.

WHEREAS, the only response to that posting has met all the minimum civil service requirements for the posted position.

WHEREAS, the Personnel Committee has reviewed the applicants credentials and unanimously makes a recommendation to the Village Board to hire this person.

NOW THEREFORE BE IT RESOLVED, that Lynn Axtell be removed from his appointment as Cemetery Superintendent as of 6/2/2012 and

BE IT FURTHER RESOLVED, that Lynn Axtell be hired as a Building Maintenance Mechanic at a pay commensurate with Group 3, Step 9 as specified in the agreement between the Village of Penn Yan and the Civil Service Employees Association effective June 2, 2012.

ADOPTED Ayes 7 Church; Allison; C. Christensen; M. Christensen; Reeve; Stewart and Winslow
Nays 0 Abstain 0 Absent 0

MOTION by Trustee C. Christensen, seconded by Trustee Allison to approve Municipal Budget for 2012 - 2013

ADOPTED Ayes 7 Church; Allison; C. Christensen; M. Christensen; Reeve; Stewart and Winslow
Nays 0 Abstain 0 Absent 0

MOTION by Trustee Winslow, seconded by Trustee C. Christensen to authorize Resolution No. 26-2012 Water and Sewer Rent Rate and fees.

WHEREAS, provisions of §154-2 and §154-7 of the Sewer Rents Chapter of the Code of the Village of Penn Yan establish the sewer rent rate computation and review of charges; and

WHEREAS, provisions of §198-16.1 of the Water Rents Chapter of the Code of the Village of Penn Yan establish the water rent computation; and

WHEREAS, the Municipal Utility Board of the Village of Penn Yan has reviewed the annual budgets for the 2012-2013 fiscal year and reviewed information relative to the existing rates and fees charged for water and sewer and has determined the same should be modified; and

WHEREAS, the Municipal Utility Board of the Village of Penn Yan has recommended to the Board of Trustees of the Village of Penn Yan that the following rates for water and sewer customers of the Village of Penn Yan be established; and

NOW THEREFORE BE IT RESOLVED that the following rates and fees are hereby established, effective June 1, 2012 until the same shall be modified or amended by subsequent resolution of the Village of Penn Yan:

WATER:

Customer Charge per 1 Unit (Fixed User Cost)			\$	7.51
	Meter Service Size:	Unit(s)		
	5/8"-3/4"	1	\$	7.51
	1"	2	\$	15.02
	1 1/2"	4	\$	30.04
	2"	8	\$	60.08
	3"	10.25	\$	76.98
	4"	18.5	\$	138.94
	6"	23.25	\$	174.61

Units are assigned to the following establishments in lieu of meter size:

	Unit(s)			
Single Family Home	1	\$		7.51
Apartment or Condominium	1	\$		7.51
Food Serving Establishment < 50 Seats	3	\$		22.53
Food Serving Establishment > 50 Seats	4	\$		30.04
1 Hotel or Motel Room	1/2	\$		3.76
1 B & B Guest Room (+1 for Owner/Occupant)	1/4	\$		1.88

Consumption Charge (Variable User Cost):

Charge per every thousand gallons (Village Resident)	\$	8.18
Charge per every thousand gallons (Non-Resident)	\$	12.27

Fill Station (located at Water Plant)	55 gallons	\$	0.25
---------------------------------------	------------	----	------

Turn on fee after disconnection for non-payment	\$	25.00
---	----	-------

Turn on fee for reconnection of service after normal business hours minimum*	\$	200.00
--	----	--------

Late Charge Penalty		1.50%
---------------------	--	-------

Returned check fee	\$	15.00
--------------------	----	-------

SEWER:

Customer Charge per 1 Unit (Fixed User Cost)			\$	8.08
---	--	--	----	------

	Meter Service Size:	Unit(s)		
	5/8"-3/4"	1	\$	8.08
	1"	2	\$	16.16
	1 1/2"	4	\$	32.32
	2"	8	\$	64.64
	3"	10.25	\$	82.82
	4"	18.5	\$	149.48
	6"	23.25	\$	187.86

Units are assigned to the following establishments in lieu of meter size:

	Unit(s)			
Single Family Home	1	\$		8.08
Apartment or Condominium	1	\$		8.08
Food Serving Establishment < 50 Seats	3	\$		24.24
Food Serving Establishment > 50 Seats	4	\$		32.32
1 Hotel or Motel Room	1/2	\$		4.04
1 B & B Guest Room(+1 for Owner/Occupant)	1/4	\$		2.02

Consumption Charge (Variable User Cost):

Charge per every thousand gallons (Village Resident)	\$	5.01
Charge per every thousand gallons (Non-Resident)	\$	7.52

Sludge Hauler Disposal Fee (per 1,000 gallons)	\$	55.00
--	----	-------

Late Charge Penalty 1.50%

* Or the sum of the costs for time and materials necessary, whichever is greater

ADOPTED Ayes 7 Church; Allison; C. Christensen; M. Christensen; Reeve; Stewart and Winslow
 Nays 0 Abstain 0 Absent 0

MOTION by Trustee C. Christensen, seconded by Trustee Stewart to authorize Resolution No. 27-2012 Budget Amendment for the 2012-2013 Budget.

Increase

A7140.560	Expenditures - Parks & Recreation - Park Grant	0	28,00
A511	Reserve Funding - Village Owned Building	0	28,00

Decrease

Discussion:

ADOPTED Ayes 7 Church; Allison; C. Christensen; M. Christensen; Reeve; Stewart and Winslow
 Nays 0 Abstain 0 Absent 0

MOTION by Trustee C. Christensen, seconded by Trustee Allison to authorize Resolution No 28-2012 Budget Transfers 2011-2012.

TO:			<u>Fund Totals</u>
Account Id	Description		
1-A962	Budgetary Provisions - DPW Equipment Reserve		
1-A511	Reserve Funding - DPW Equipment		
1-A-2665	Sale of Equipment		
1-A -0000-0-000	GENERAL FUND		
1-A -1420-0-000	ATTORNEY		
		9,00	
1-A -1420-4-410	Attorney-Contractual Services	0	
1-A -1620-0-000	BUILDINGS		
		2,72	
1-A -1620-1-112	Buildings-BC/BS Health Buyout	0	
		1,29	
1-A -1620-4-410	Buildings-Contractual Services	0	
		1,50	
1-A -1620-4-500	Buildings-Supplies & Materials	0	
1-A -3410-0-000	FIRE		
		5,50	
1-A -3410-4-530	Fire-Radios/Pagers	0	
1-A -5110-0-000	STREET MAINTENANCE		
		27,72	
1-A -5110-2-200	Street Maintenance-Equipment	7	
1-A -5110-2-210	Street Maintenance-Consolidated Highway		
		3,10	
1-A -5110-2-220	Street Maintenance-Stone & Gravel	0	
		7,40	
1-A -5110-2-230	Street Maintenance-Moto Pave & Sealing	0	
		4,69	
1-A -5110-4-410	Street Maintenance-Contractual Services	5	
		57,94	
1-A -5110-4-500	Street Maintenance-Supplies & Materials	2	
		<u>120,87</u>	
		4	
			120,87
	General		4
	Electric		-
	Sewer		-
	Water		-

		- <u>120,87</u>
FROM:		4
Account Id	Description	
1-A962	Budgetary Provisions - DPW Equipment Reserve	
1-A511	Reserve Funding - DPW Equipment	-
		23,90
1-A-2665	Sale of Equipment	0
		10,44
1-A-3960-00	State Emergency Disaster Assistance	8
		62,68
1-A-4960-00	Federal Emergency Disaster Assistance	9
1-A -0000-0-000	GENERAL FUND	
		23,83
1-A -9060-8-800	Employee Benefits-Health Insurance	7
		<u>120,87</u>
		<u>4</u>
		120,87
	General	4
	Electric	-
	Sewer	-
	Water	-
		<u>120,87</u>
		<u>4</u>

ADOPTED Ayes 7 Church; Allison; C. Christensen; M. Christensen; Reeve; Stewart and Winslow
 Nays 0 Abstain 0 Absent 0

MOTION by Trustee M. Christensen, seconded by Trustee Winslow to authorize the bid for the Red Jacket Park project be award to Autumn Contracting to build the South Bath House for a lump sum cost of \$58,700.

ADOPTED Ayes 7 Church; Allison; C. Christensen; M. Christensen; Reeve; Stewart and Winslow
 Nays 0 Abstain 0 Absent 0

MOTION by Trustee C. Christensen, seconded by Trustee Allison to approve the Warrant.

General		-
Electric		-
Sewer		-
Water		544.01
Total Paid Before Warrant		\$ 544.01
Current Warrant:		
General	\$	163,029.14
Community Development - CRC		-
Electric		202,137.41
Sewer		99,203.61
Water		19,737.39
Total Current Warrant Items		\$ 484,107.55
TOTAL WARRANT	\$	484,651.56

ADOPTED Ayes 7 Church; Allison; C. Christensen; M. Christensen; Reeve; Stewart and Winslow
 Nays 0 Abstain 0 Absent 0

Mayor Church explained S. Wilber Clerk/Treasurer had informed the Board already that she was asked to be on an advisory Board with our Software provider Edmunds & Associates. Edmunds asked her to attend a conference in Florida. S. Wilber explained this will be taking place from June 21 – June 24, she will be back to work on June 26. No cost to the Village for the trip. She is taking one vacation day. Shawna asked Board members if they have any suggestion or concerns to let her know and she will discuss them at the meeting. Shawna mentioned the year to date budget report is already on the agenda to discuss. Mayor Church would like to see the transfer of information is delivered to our auditors quicker. The Village Board approved Shawna attending the meeting.

MOTION by Trustee M. Christensen, seconded by Trustee C. Christensen to approve Bruce Lyon take action to have the yard at 132 Henry Street mowed and if need to place cost on next year’s Village taxes.

ADOPTED Ayes 7 Church, Allison, C. Christensen, M. Christensen, Reeve, Stewart and Winslow
Nays 0 Abstain 0 Absent 0

Mayor Church questioned Brent on the Street lights. Brent explained our contractor who helps with the Street lights will be in town today. They will assess the lights – it won't be total fixed but they will be working on it. It was questioned weather the light at Lake & East Main will go back to a flashing light. After a brief discussion regarding the traffic light at East Main & Lake Street was decided to have a discussion during the Public Works & Public Safety meeting. If public has questions/concerns about the traffic light who do we send them to for answers. Brent stated send to me.

Liberty Street Bridge it looks beautiful – who will be doing the up keep. Mayor mentioned it was his understanding that the state hire will take care of it for one year then it is the Village's responsible to maintain it.

Brent Bodine explained the update at Red Jacket Park. Storm sewers will be done by end of week. Starting the prep work for curbing next week. Will have two portable potties in place until bath rooms are complete.

ADJOURNMENT:

At 9:45AM, **MOTION** by Trustee M. Christensen, seconded by Trustee C. Christensen to adjourn the Special Village Board meeting

ADOPTED Ayes 7 Church, Allison, C. Christensen, M. Christensen, Reeve, Stewart and Winslow
Nays 0 Abstain 0 Absent 0

Mary Ann Martin, Deputy Clerk