

**Village of Homer Board of Trustees Meeting
April 5, 2016**

The regular meeting was called to order by Mayor Suits at 5:30 PM. Present were Trustees Pat Clune Kevin Slack, Eugene Smith and Ed Finkbeiner; Clerk-Treasurer Lou Anne Randall and Attorney Casullo. Also present were Craig Umbehauer, Lawrence Barber, Karen Gaebler, Kalee Updyke, Sheriff Helms, Cody Johnson, Tom Cornell, Gordon Wheelock, Nick Grazino from Cortland Standard, Joanne and Ward Dukelow, Paul Suits, Charlie Spina, Mike Boltz, Andrew Leach, John Ives, Beverly and Steve Berry, Victor Siegel, Don Ferris, Tim Maxson, Charlie Ford, Chief Johnson and Chief Robert Pitman

The newly elected Trustees are Ed Finkbeiner and Pat Clune.
Election was as follows:

Trustees: Pat Clune – 462 Ed Finkbeiner – 391 Suzanne Riley - 348 Andrew Brush – 198
Janet Steck – 34

Mayor Suits swore in new Trustees Ed Finkbeiner and Pat Clune.

Sheriff Helms spoke on behalf of the new proposed correctional facility site on Rte. 13 in Cortlandville. There is misinformation on the tax break for 10 years. There will be no tax break as the property is donated. This firm is not building the facility either. This property was rated number one for the site selected as per New York State. The property will have access to gas, water and electric. A few citizens asked questions regarding the facility capacity, how many inmates have been sentenced to Elmira but stationed in Cortland. Legislator Gordon Wheelock stated April 19th at 6 pm the legislators will be conducting a workshop. Mr. Wheelock does not know how this will be funded.

Minutes from March 1, 2016 were approved as submitted, motion Trustee Smith, ayes – Slack – abstain Trustee Finkbeiner and Clune.

TREASURER’S Report indicating the Financial Status of Operating Funds was received as submitted, motion Trustee Smith – ayes – Slack – abstain Trustee Finkbeiner and Clune.

Motion Trustee Slack, - all ayes to pay the following bills:

General Fund	Vouchers 1-106	\$	184,374.38
Water Fund	Vouchers 1-36	\$	6,253.43
Sewer Fund	Vouchers 1-37	\$	2,715.18
Capital Projects Fund	-----		-----
Comm. Dev. Fund	-----		-----

NOTICE IS HEREBY GIVEN that the Village Trustees of the Village of Homer, Cortland County, New York at a meeting held April 5, 2016 duly adopted the resolution, a summary of which is published herewith, subject to permissive referendum as provided in the State of New York.

Village of Homer
ORGANIZATIONAL BUSINESS & ANNUAL APPOINTMENTS – 4/14/2015

<u>APPOINTMENTS</u>	<u>CHAIRMAN</u>	<u>MEMBER</u>
Police	Eugene Smith	Ed Finkbeiner
DPW	Pat Clune	Eugene Smith
Fire Department	Eugene Smith	Kevin Slack
Recreation	Ed Finkbeiner	Eugene Smith
Cemetery	Kevin Slack	Pat Clune
Codes	Pat Clune	
Beautification	Ed Finkbeiner	Kevin Slack
Village Green Liaison	Mayor Suits	

APPOINTMENTS TO COMMISSIONS:

Zoning Board (5 year term)

Planning Board (5 year term)

Recreation Commission (5 year term)
 Ward Dukelow - Term expires 2021

Cemetery Commission (3 year term)

Beautification Commission (5 year term)
 Cindy Teter – term expires 2021

Village Clerk-Treasurer	Lou Anne Randall
Deputy Village Clerk-Treasurer	Karen Gaebler
Deputy Mayor	Eugene Smith
Registrar of Vital Statistics	Lou Anne Randall
Deputy Registrar of Vital Statistics	Karen Gaebler
Historians	
Official Newspaper	Cortland Standard
Official Depository	Key Bank, Homer, Tompkins Trust Company, HSBC, Edward Jones, First Niagara
Records Management Officer	Lou Anne Randall
Village Attorney	Fran Casullo
Records Management Advisory Board	Mayor Suits
OSH Manager	Lou Anne Randall
Fair Housing Coordinator	Karen Gaebler
Cable Representative	
Auditor	Ciaschi, Dietershagen, Little & Mickelson
Code Enforcement Officer	Craig Umbehauer
Fire Code Officer	Kim Fairchild

Board to review purchase order/procurement policy of the Village of Homer.

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Review Investment Policy.
Review Fee Schedule

CONFLICT OF INTEREST STATEMENTS:

1st Tuesday of each month at 6:00 p.m., designated as meeting date for the Village Board of Trustees unless otherwise publicized.

OPEN PURCHASE ORDERS BE ISSUED FOR COUNTY ITEMS ON STATE BID.
Review Rates.

PASS THE FOLLOWING RESOLUTIONS:

1. **Whereas** the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of \$.54 per mile. This includes reimbursing employees and officers. Fire Chiefs are not to exceed their caps that have been placed by the Village Board of Trustees.

Section 2. That this resolution shall take effect immediately.

2. **Whereas** there is to be held during the coming official year a) the New York State Conference of Mayors Annual Meeting and Training School; b) the New York State Conference of Mayors Annual Meeting and Fall Training School for Fiscal Officers and Municipal Clerks; c) the NYCOM Public Works Conference for the Streets/Parks Department, and AWWA Meetings for the Water/Sewer Department.

Whereas it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the following officers and employees are hereby authorized to attend the following schools: NYCOM General Meetings - Mayor Suits; NYCOM General Meetings - Members of the Board of Trustees; NYCOM General /Fall Training School - Lou Anne Randall, Clerk-Treas., Karen Gaebler Dep. Clerk-Treas.; AWWA Meeting -. Lawrence Barber and Jeff Lewis; NYCOM Public Works Conference & NYS Assoc. of Highway Supt. School –Lawrence Barber and Jeff Lewis

Section 2. That this resolution shall take effect immediately.

3. **Whereas** the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and **Whereas**, all such claims shall be presented at the next regular meeting for audit, and **Whereas**, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That this resolution shall take effect immediately.

4. **Review rules of procedures.**

Village of Homer Organizational Appointments and policy was submitted by Mayor Suits: on motion by Trustee Finkbeiner to table the organizational appointments in order for him to interview the above appointments.

ACCEPTANCE FOR FILING OF WRITTEN REPORTS:

CEMETERY - no report was received.- They are now open.

CODES – report was received as submitted, **motion** to accept by Trustee Smith – ayes Slack, abstain Trustee Finkbeiner and Clune.

POLICE – report was received as submitted, **motion** by Trustee Smith–**ayes** Slack, - abstain Trustee Finkbeiner, Clune

DOGS –no report was received as submitted

RECREATION – report was received as submitted, **motion** Trustee Slack - **all ayes**. Abstain Trustee Finkbeiner and Clune.

Jeff Lewis wanted to personally Thank Ward and Joanne Dukelow for all their help in the Easter Egg Hunt.

WATER/SEWER/STREETS/PARKS & MEO – report was received as submitted, **motion** Trustee Smith –aye Slack. Abstain Trustee Finkbeiner and Clune

Trustee Clune wanted to know if there was a noise ordinance. Jeff Lewis stated they are running the sweeper before 7:00 am due to traffic congestion.

FIRE DEPARTMENT PRESIDENT’S –President Tim Maxson congratulated two new Trustees’. Two new garage doors and openers will be installed. The painting is in process to nearly completion. The water pressure will be the next issue that will need to be addressed in the Fire Station.

FIRE CHIEF’S - report was received as submitted, **motion** Trustee Slack- aye Smith, abstain Trustee Finkbeiner and Clune.

Chief Johnson congratulated the two new trustees. Chief Johnson addressed former Trustee Paul Gower stating it was a pleasure working with him these past years. The County installed a repeater on the Bell Tower. This will help the pager systems. An update on the Ladder Truck – preliminary report is a head gasket and engine to be re-done. This Friday April 8th the Department’s elections will take place.

Upon motion by Trustee Patrick Clune duly made and carried is was
RESOLVED: That Francis Casullo to be appointed as Village Attorney
Therefore: will carry out the duties of Village Attorney – all ayes.

Trustee Slack stated that Attorney Casullo has done a great job for the Village of Homer.

Mayor Suits read letter from the Building Committee:

Honorable Mayor Suits,

At the meeting of the Village Building Committee on March 24, 2016 at the Village offices a conversation was held to discuss the old railroad depot at 44 James Street as a new Village Office. Information was given concerning the buildings condition and location. A preliminary outline of the building's interior and the location of utilities and offices were reviewed. After a short question and answer period, it was unanimous decision of the committee to recommend to the Village Board that they consider this property as a viable building to purchase and develop. The members of the committee present were Chair Paul Gower, Co-Chair Eugene Smith, Junior Reddick, Mark Goddard, Pat Clune and Village Code Officer Craig Umbehauer. Other Village residents present were Bruce Atkins and Don Ferris.

Respectfully submitted,

Trustee Paul Gower

Trustee Gower continued stating Mr. Harris who owns the building is asking a reasonable price and has toured half dozen buildings in the Village of Homer and this seems to be the best viable building.

On motion by Trustee Smith, he is asking permission to gather estimates to see if this is feasible to go forward with. He would like to gather price of building and renovation coast for carpentry, plumbing and heating. – all ayes.

Trustee Clune asked the Mayor if he could write a Building Committee guideline

On motion by Trustee Clune the guideline was approved as follows:

- 1) To explore the following options:
 - a. Moving back to the Homer Town Hall
 - b. Buying and renovation of an existing building
 - c. Building a new structure
 - d. Remaining in the current building
 - e. Building an addition to the current structure
- 2) The Committee will also, but is not limited to, develop a list of criteria and associated costs that will utilize equally across all options.
- 3) The Committee will exercise due diligence in each option and present an update to the Village board at each regularly scheduled Village board meeting or more often as necessary with the proper notifications.
- 4) In order to keep the residents as informed as possible as to the progress, the building committee will maintain minutes and make them publicly available as permissible by law.

Attorney Casullo discussed Local Law 1- 1985 and how we need to repeal the Hudson Street school zone. On motion by Trustee Clune the board authorized Attorney Casullo to prepare to change the Local Law for Hudson Street – all ayes. A public hearing will be held on May 3rd at 6:00 for Local Law 1-2016.

The Village received two bids for the 2010 Ford Pick-up

John Mandarano for \$3,656.00

Doug VanBenschoten for \$17,000.00

On motion by Trustee Slack, the board moved to sell 2010 Ford Pickup to Doug VanBenschoten – all ayes.

The Mayor received a letter for to select a person for Senior Citizens award. If you have anyone in mind please let her know.

In review of meeting rules and procedures there will be a public comment time after approval of minutes. This will be up to 30 minutes limited to 3 minutes per person.

Trustee Finkbeiner stated he has talked with the Homer Town Board and they are willing to allow us to hold our monthly meetings there starting next month.

On motion by Trustee Finkbeiner the Village Board meetings will start at 6 pm in the Homer Town Hall – all ayes.

Attorney Casullo reported that the Vacant Building List is completed and notices will be sent out. Trustee Clune would like that report by April 15, 2016.

Trustee Clune would like to see the Agenda made public 2 to 3 prior working days of the regularly scheduled meeting. He also requested the un-approved minutes be available on the website within two weeks.

On motion by Trustee Finkbeiner the board moved to adjourn the meeting at 6:40 PM - all ayes.

Mayor Genevieve Suits

Lou Anne Randall, Village Clerk-Treasurer