

Darren "Hal" McCabe
Mayor
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Village Office
31 N. Main Street
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Phone: 607-749-3322
www.HomerNY.org



Village Police: 607-749-2022
Newton Water Works: 607-749-2511
Glenwood Cemetery: 607-749-3517
Streets and Parks: 607-749-3813
Recreation: 607-749-2161
Codes: 607-745-3177

BOARD OF TRUSTEES MEETING AGENDA

Wednesday September 12, 2018

1. **Regular Meeting of the Board of Trustees called to order by Mayor Hal McCabe.**
2. Approval of a Barton and Loguidice Engineering Agreement – Time Sensitive
3. Approve Minutes – August 15th, 2018
4. **Treasurer's report:**
 - A. Financial Status of operating funds, Newton Water Works Fund and General Fund, revenues and expenditures.
 - B. Authorize payment of bills
 - F & G Funds – Vouchers 153 – 173 \$4,793.27
 - A Fund – Vouchers 432 – 500 \$65,799.16
5. Report of Offices and filing of written reports: Cemetery, Codes, DPW, Farmers Market, Fire Department, Fire Inspector, Police Department, Recreation, Water Billing Updates, Water & Sewer.
6. Privilege of the Floor
7. Old Business
 - A. Promulgation of Rules for Village Code Section 131-2(b)

Garbage and Refuse Rules and Regulations Village Code Section 131-2(B)

A PROMULGATION of RULES ISSUED PURSUANT TO HOMER CODE Section 131 Garbage, Rubbish, Refuse and Recyclables OF THE CODE OF THE VILLAGE of HOMER in CORTLAND COUNTY, NEW YORK

The Board of Trustees of the VILLAGE OF HOMER hereby amends the following regulations:

1. GARBAGE BINS:
 - a. Residents shall not bring the garbage and recycling bins to the curb until the day before scheduled trash collection.
 - b. Residents shall remove garbage and recycling bins from curbside and secure the bins by 10 PM on the day after collection.

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2. FINES:

- a. First violation results in a formal warning.
- b. Second Violation results in \$10 fine.
- c. Third Violation results in \$20 fine.
- d. Fourth and any other subsequent violations result in a \$50 fine per occurrence.

8. New Business

- A. Approval Ken Teter Municipal Parking Engineering Study Proposal
- B. Approval of Kyle P. Ritz as a Volunteer Fireman
- C. Approval for Reimbursement of a Tax Overpayment for Phase 1 Sewer and Recalculation of Unpaid Phase 1 Sewer Tax Bills
- D. Approval of a Pre-Possession Agreement, between the Village and The First Religious Society of Homer, for the former Calvary Episcopal Church
- E. Approval for Drafting a Letter of Support regarding the Merger of Cortland Regional Medical Center and Guthrie Medical
- F. Discussion Town Hall Renovation and Board Meeting Change of Venue
- G. Resolution Determining that the Proposed Riverwalk and Recreation Facilities Project is a Type I Action and will Not Have a Significant Adverse Impact on the Environment

9. Attorney

10. Comments by Board Members

11. Executive Session

12. Adjournment

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August 2018 Glenwood Cemetery Monthly Report

Submitted by James Toolan Supervisor on September 7, 2018

Mayor and members of the Board of Trustees

Cemetery Update:

- Mowing and trimming ongoing and unrelenting.
- Eight sets of corner markers made and set in for new lot owners.

Burials:

- Three burials
- Three foundations poured.
- Three lot purchases were made.

Fuel utilized this month:

- Diesel 545D Loader 5 gallons
- Diesel truck 22 35 gallons
- Gasoline cans for mowers and trimmers used a total of 155 gallons.

Village of Homer
CODE ENFORCEMENT OFFICE
 31 N. Main St
 Homer, NY 13077

Kevin J. McMahon
 NYS Code Certified

Phone 607-749-3322
 Cell 607-745-0004

MONTHLY ACTIVITY REPORT

Aug-18

Current Month

Year to date*

| | <u>Current Month</u> | <u>Year to date*</u> |
|--|----------------------|----------------------|
| Building Permits Issues | 2 | 2 |
| Building Permit Renewals | | |
| Expired Building Permit Notices | | |
| Building Permit Inquiries | 1 | 1 |
| Flood Plain Permits/Special Use Permit | | |
| Demo Permit Issues | | |
| Solar Permit Issues | | |
| Fireworks Permits | | |
| Plan Reviews | 4 | 4 |
| Certificates of Occupancy Issued | 1 | 1 |
| Certificates of Compliance Issued | 6 | 6 |
| Temporary C of O Issued | | |
| Complaints filed | 10 | 10 |
| Compliance/ Violation Notices | 4 | 4 |
| Stop Work Order Issued | | |
| Closed out Permits | | |
| Permits, Reviews, Notices -totals | 28 | 28 |
| Fees Collected | | |
| Construction Cost | | |

| Inspections: | | |
|------------------------------------|-----------|------------------------|
| Site visit-inspections | 55 | 55 |
| Foundations/Footers/Post Holes | 1 | 1 |
| Framing / Structural inspections | 16 | 16 |
| Mechanical inspections | | |
| Insulation inspection | | |
| Final, pre-final Inspection | 7 | 7 |
| Chimney / wood burning devices | | |
| Swimming Pool inspections | 1 | 1 |
| Total Inspections | 80 | 80 |
| | | *totals since 08/01/18 |
| Training Classes (24 hrs annually) | 0 | 22 |
| | | |

Village of Homer

August 2018 Open Permit Report

| Permit # | <u>Location</u> | Permit type |
|----------|--|--------------------------------|
| 14-18 | 16 John St. Tax parcel: 66.50-03-02.000 | rear bedroom and deck addition |
| 20-18 | 48 Burgett Dr. Tax parcel: 66.72-03-08.000 | inground pool |
| 21-18 | 22 Lora Lane Tax parcel: 66.05-01-11.00 | rear deck |
| 29-18 | 165 N West St Tax parcel: 66.41-02-12.00 | replacement of fence |
| 32-18 | 31 S West St Tax parcel: 66.80-01-29.000 | sign refacing |
| 33-18 | 44 Clinton St Tax parcel: 66.66-01-05.000 | porch repair |
| 34-18 | 10 S West St Tax parcel: 66.80-01-24.000 | rear deck and door |
| 35-18 | 35 Cayuga St Tax parcel: 76.26-01-20.000 | fencing |
| 36-18 | 37 Cayuga St. Tax parcel: 76.26-01-19.000 | fencing |
| 37-18 | 30 S West St. Tax parcel: 66.80-01-26.000 | sign refacing |
| | | |
| | | |
| | | |
| | | |

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August 2018 Streets and Parks Monthly Report

Submitted by Superintendent Michael E. Harter on September 5, 2018

Mayor and members of the Board of Trustees

Street Updates

- Street Patching will continue through September.
- Repaving at the Fire Station side and rear will not happen till spring next year, as this area needs to settle longer.
- We will patch where the lines were dug to allow more time to settle as we do not want the new blacktop to sink.
- We are working on prepping High Street to grinding and paving that we are doing. The prep work includes tree removal which is also being done by us.
- Street sweeping continues Main Street early AM and the rest of the Village after 7AM.
- We are picking up a lot of old furniture & misc. throughout the village.
- Tree trimming, and removal is ongoing.
- Watering the flowers and the new trees are continuing but not much longer.
- We are still picking up a lot of brush that residents are bringing to the curbside.
- Street light repairs are complete on Main Street. The light that fell, the other 8 that the Village owns, we have fastened down and cleaned and painted the bases.
- Street sign repairs are ongoing, we replaced a lot of faded no parking signs and replaced several sign posts.
- 10 catch basins and 6 manholes have been rebuilt
- Sidewalk has been repaired on Grove St. and Elm St. where two large trees were removed.
- The two electric vehicle parking spots have been painted.
- Parking lines in our parking lots are being repainted in the early AM. Lines for parking at the Town Hall were painted by us, Town Highway Superintendent John Phelps payed for the paint.
- The new No Parking area on James St has been marked (by Dasher's) 20 feet from cross walk.
- The curb on Main Street has been repainted red in front of the fire hydrants for NO PARKING areas.
- Some of the trees around the little church on the green have been removed and the front stairs have been taped off due to their deteriorated condition.
- We will be starting to gear up for leaf pickup as leaves are starting to fall.
- Salt will be starting to get delivered soon as it is getting to be that time of year.
- Preparations for winter are starting mostly on the mechanical side at the moment.

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- As you have seen, DDS is working on James St. and Grove St. area for NYSEG. This is the start of the multi-year upgrade throughout the village of gas lines and house services.
- **Park Updates**
 - Tree trimming in the parks is progressing.
 - Daily upkeep on parks continues.
 - We are preparing to repaint the dock at Durkee Park.
 - Fields at Calale Park have been changed over for football.
 - Durkee Park parking lot traffic pattern and parking spaces have been repainted.
 - Also going to be painting the fence at the Community Building
- **Misc.**
 - The auction went well all items that were approved have been picked up.
 - If any department has other items they would like to auction off see Nick or Mike and we can set up another Auction.

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Maintenance Report August 2018

Submitted by Nicholas Casterline MEO/Mechanic

HFD updates

- 541 radiator repairs are in progress. The alternator cable was replaced, brakes will be checked and replaced if needed. Working on prices for the A/C repairs (bad condenser).
- 501 failed inspection. The parts are here to repair the steering and oil leak. Repair will be complete when 541 is complete. (The truck is still SAFE to operate)
- 503 passed inspection

HPD Update

- Normal maintenance this month
- 125 passed inspection

Vehicle Update

- Normal maintenance this month
- #21 and #27 got transmission service
- #34 got new gutter broom
- #22 Cemetery dump truck was outfitted with a new Fisher XLS snow plow as planned for in my budget. This plow is interchangeable with the plows on the other two F550's. As we upgrade our pickups, they will also be interchangeable due to opting with the fleet flex wiring system
- The new tires for plow #29 are in and will be installed late fall before the snow comes, as planned in this year's budget.

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Water Update

- No vehicle repairs

Misc.

- The auction was a success and all items that were approved have been picked up and are at their new homes. If Department Heads have any other items they wish to surplus, let me know and we can do another auction. Any questions about what we can auction, please feel free to ask.
- I have been helping with the clean up around the little church on the green.
- I am also helping with patching roads and brush cleanup.
- I am communicating with DDS who is working on the gas main upgrade for NYSEG.
- I have spent time in the sweeper cleaning streets.

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Homer Farmers' Market Report

Submitted by Kristen Case September 7, 2018

Updates:

- Hidden Hollow Farms and Solon Garden is now done for the season
- The biggest feedback that I have gotten is not enough vendors, but we are losing some of the vendors that we do have due to lack of customers.
- I believe that getting more consumers is crucial to getting more vendors
- We have a small group of regular customers that come weekly to shop farm fresh
- I am beginning to think of next year; looking at new locations and ways to entice residents to shop our Market with local farmers first.



September 11, 2018

Honorable Mayor and Trustees,

The monthly fire report has been submitted for your review.

September report:

Specifications for Engine 503 have been by the members of the truck committee, and we will be setting up a final meeting with the manufacturer to make final amendments and corrections.

We had monthly Officers and Chiefs meetings

I attended all the Company meetings, Department Board meeting, Fire Police meeting, Village Board meeting and the Department Head meeting, along with the County Fire Chiefs Assos. Meeting and the Fire Advisory Board meeting.

I'd like to thank the Village for the NO PARKING to allow for our fire apparatus to negotiate the turn from Main onto James without any incidence.

Monthly fire training was on water supply.

The department held a training on Narcan which we will be carrying soon on most of our apparatus and in our Chiefs vehicles.

I attended a demonstration of fire hose manufactured by Mercedes Textile Co in preparation for potential replacement thru the regional FEMA grant that we applied for with Cortland, Virgil, Cortlandville and Marathon FD's

Hose testing was conducted and only a few lengths failed testing. We hope to be able to replace them thru the grand mentioned above.

Respectfully,

Mahlon Irish Jr.
Fire Chief

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August 2018 Fire Inspection Monthly Report

Submitted by Cody Johnson on Sept 10th, 2018

Mayor and members of the Board:

Inspections:

Regular Property Maintenance/Fire Safety Inspections:

- 11 S Fulton St - Multi Dwelling Building
 - Fire Protection and Combustible Storage minor violations
 - Re-inspection complete

- 2 N Main St - Dasher's
 - Fire Protection, Means of Egress, Combustible Storage, etc Violations
 - Pending Re-inspection

Initial Safety Assessments – Assist to the Code Enforcement Officer

- 12 S Main St – First National Bank of Dryden
 - Structural Safety Assessment after vehicle impact to Drive thru structure.
 - Structure unsafe for use, repair needed.

- N West St – Residence
 - Structural Safety Assessment after vehicle impact into side of structure.
 - Structure safe to be occupied, no significant structural or system damage noted.

Information:

- Received log in information from County Communication Center and County IT Department for Spillman.
 - Still working on issues with software. Not in use currently.

Chief of Police
Robert Pitman

Sergeant
Roland Eckard

Records Clerk
Kimberly Reitano

HOMER POLICE DEPARTMENT

43 ½ JAMES STREET
HOMER, New York 13077
(607) 749-2022 FAX: (607) 749-3675
homerpolice@yahoo.com



August 2018 Monthly report

Date: August 29, 2018

For the time period: 07/26/18 – 08/26/18

Mayor and members of the board,

Patrol Monthly Activities:

Please refer to the attached detailed reports for last month. We had a total of 405 calls for service during the month of August. We had a total of 7 Penal Law arrests which consisted of 6 misdemeanors and 1 violation. We issued a total of 63 vehicle and traffic tickets, which included 7 arrests for the unclassified misdemeanor of Aggravated Unlicensed Operation in the 3rd degree and 1 arrest for Aggravated Unlicensed Operation in the 2nd degree. Officers also responded and investigated 12 motor vehicle collisions, 9 of which involved property damage and 3 of which involved injuries.

Notable investigations or incidents during the month of August: 5 separate larcenies where bikes were stolen from either off the porches or yards of residences (2 of the bikes were recovered and returned to the owners); a larceny from a motor vehicle where tools were stolen, 2 separate vehicle and traffic stops involving the same individual, who was stopped by patrol for a lighting defect and both times the individual fled (first time the individual fled in the vehicle he was operating and the second on foot), the individual was located at his residence after each incident and was arrested, the same individual however broke free and escaped as he was being escorted from court but was apprehended hours later and charged with escape and other related charges; an arrest of a subject on a parole warrant which led to the arrest of another individual on parole who also had a parole warrant that was located hiding in a residence in the village.

School Officers Reports:

No school resource officer's report due to summer vacation.

Recent updates:

Security cameras updates: There was a power issue involving the cameras at Durkee Park. The issue has since been corrected by Beard Electric regarding installing additional cameras at the police department.

Patrol vehicles updates: No issues with the patrol vehicles regarding maintenance. There was an issue with the 250 (unmarked vehicle) involving an emission issue where it needed to be towed to Dovi Motors, but it was covered under warranty.

Bike patrol updates: due to the increase of bike larcenies in the village, officers have been patrolling more during the later evening or morning hours, focusing on preventing these types of larcenies

Grant updates: I received notification regarding the New York State traffic safety grant that I applied for in April for 2019. We have been awarded a total of \$3,811.00 to be utilized for traffic enforcement. No updates regarding the federal pilot grant program for funding for law enforcement for reducing trespassing on railroad property.

SRO contract updates: We are in the process of adding 3 additional SRO. The basic SRO school is being held in Binghamton and 2 new SRO are attending it. Cortland County District Attorney Patrick Perfetti has agreed to pay the tuition for the officers to attend it (\$275.00 each). When school begins 4 of the SRO's will have the basic SRO certification. The school has agreed to purchase some of the equipment for the SRO's to help off-set the costs.

Miscellaneous and Events: the annual "Cops on Top" fund raising event was held on August 3, 2018 at the Dunkin Donuts located at 31 South-West St. Officers from the Homer Police Department along with law enforcement officers across the state participated in this event to raise money for the Special Olympics. A total of \$1,488.51 was raised at the Homer location.

Magic on Main was scheduled to be held on August 17, 2018 but due to the inclement weather it was cancelled.

The "Pounding for Paws" race was held on Aug 18, 2018. Officers and members of the Homer Fire Department Fire Police assisted with traffic during the race and there were no incidents.

As mentioned in the July report, the donated shed is at the police department and is in use. However, due to weather it has not been painted yet. It will be painted sometime prior to the winter months.

In conclusion, on August 30, 2018, officers will be conducting commercial vehicle safety inspections with the New York State Police Commercial Vehicle Enforcement Unit in the lower parking lot of the high school off from Copeland Ave. This inspection is in response to the increase of commercial vehicles traveling through the village. Vehicles will be inspected for safety issues in an effort to save lives and reduce injuries.

Respectfully submitted,

Robert H. Pitman
Chief of Police
Village of Homer Police Department

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SEPTEMBER 2018 Recreation Monthly Report

Submitted by Recreation Director Zack Pollak

Recreation Updates:

The peak season of my first year as Rec Director is winding down in some ways. It has been a wild ride and I have learned a LOT along the way. Always trying to improve processes of registration and program implementation and trying to become more efficient.

Roger Sager & Dean Maus: Roger has been a part of Homer Rec for 26 + years coaching and directing Cathy Stage and travel softball, girls' basketball, and t-ball. Dean Maus has been our Soccer Director for 16+ years. Both of these gentlemen have dedicated an immense amount of time to our youth and we are forever thankful. It has been an absolute pleasure to work with these two individuals. If you see them in the community be sure to thank them, as well as all other volunteers! Our recreation program is only successful if we have volunteer coaches and directors step up to the challenge of improving and challenging the youth in our community. We cannot do this without people like them.

Football: The new Rout 81 Football league has been a success so far. 1st games were this past weekend, everyone appears happy and healthy, no injuries. 2 new flag coaches are excellent as well and seem to be a perfect fit for the job. KC Slade will be staying in the football program to help continue to grow the football program. We have substantial numbers right now. I have been making constant last-minute changes and improvements, last minute equipment ordering due to changes like moving all 3rd graders to tackle if they opted in, smaller football sizes, etc. **Thanks to the homer fire department for providing EMT services at our home games at no cost!**

Cheer: All equipment handed out, girls will be cheering at home games. Still have requests to get into the program! Basketball cheer if there is enough interest?

Other: Will be putting basketball registrations online shortly. More focus on the rec teams this year rather than tournament teams. Hoping to get high school kids to referee, just like we do for soccer. Upcoming programs: Basketball & Ski Club, reintroduce arts & crafts and winter walking inside the junior high.

Helmets -

Swing -

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Water Billing Report

Submitted by Kristen Case September 7, 2018

Mayor and members of the Board:

Updates:

- There were a couple of payments that were made online using a third-party billing company that did not reach our office. I am not stating that these are not legitimate companies; the checks could have just not reached us yet. That being said, some residents were under the impression that they were paying directly through us. They had received an email stating that their bill was ready. THE VILLAGE DOES NOT EMAIL WATER/SEWER BILLS. Anyone that wants to pay their water/sewer bill online and directly through the village must do so through our website, <https://www.homerny.org/services/dpw/water/>.
- Next week we will begin to start getting meter reads for the next bill.
- Late notices have been beneficial for reminding people that they missed a payment. Many late payments have been received.
- Shut off notices will be sent to properties that have missed multiple payments.

July 1, 2018 Billed Out - \$226,450.45
Still Outstanding - \$34,080.82

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August 2018 Water & Sewer Monthly Report

Submitted by Lawrence Barber on September 7, 2018

Mayor and members of the Board:

Water Department Updates:

- Still working on water main at Fire Station running new water service to Rec, Fire House, Brewster House, and Community Building.
- Marked out Dig Safe tickets for DDS gas line replacements.
- Starting cleanup at Fire Station.
- Helped Street Dept. with Blacktop Patching.

Sewer Department Updates:

- Repaired a broken 4" sewer pipe at Fulton St. inside the pump station.