

**Village of South Dayton Board Meeting
April 10, 2024
Following the Public Hearing at 7:00 pm**

CALL TO ORDER

Mayor Killock called the meeting to order at 7:33 pm. The Pledge of Allegiance was recited.

ROLL CALL

Mayor Robert Killock	Present
Trustee Kevin Butcher	Present
Trustee Melinda Frederickson	Present
Trustee Joseph Kortz	Present
Trustee Jonathan Mosher	Absent
Clerk/Treasurer Barbara Scott	Present

Guests:

Chris Claiborne, Nina Claiborne, Jenna Jusko, Dane Scott, Gretchen Snyder, Karen Strickland, Richard Tabak

MEETING MINUTES

Board members reviewed the Board Meeting Minutes from March 13, 2024. Mayor Killock asked for a motion to approve the minutes. Trustee Frederickson made a motion to approve the Board Meeting Minutes. Trustee Butcher seconded the motion. AYE 4. NAY 0. Carried.

OLD BUSINESS

Mayor Killock reported:

- Water Project - The Village is paying Procore subcontractors directly. According to Barton & Loguidice, the inside of the tank is mostly coated. Outside halfway done. Should finish coating and filling media by next Friday. Will take approximately 2 weeks and hopefully be complete within a month.
- Cement mixer – Will table until a future meeting. Trustee Frederickson stated she may have one available, plus some other equipment the Village may need. Gretchen Snyder said the Village needs a cement mixer with a 3-point hitch. Frederickson will discuss available items with Snyder.
- There will be a meeting at the Dayton Town Hall on Wednesday, April 24, 2024 at 7:00 pm to discuss Shared services, Zoning & Planning for the Town of Dayton and Village of South Dayton. The meeting is open to the public.

PUBLIC COMMENTS

Mayor Killock asked if there were any public comments.

- Gretchen Snyder commented the water quality has been much better. Others agreed.

There were no other public comments.

DEPOT REPORT

Karen Strickland reported:

- The door knob fell off the bathroom door at the Depot. Darren Ackley repaired it.
- The Fashion Show Fund Raiser has been postponed. Will do a spaghetti dinner in the Fall with Zollinger's Restaurant.
- There has been no contact with Bob Dingman. Mayor Killock stated the Cattaraugus County IDA issued a Deed to the Village of South Dayton in 2007 that gives the exact boundaries of land near the railroad tracks that is owned by the Village. Killock also mentioned a Lease Agreement that states the Village can charge up to \$100 per month for the Depot to be available every month the railroad is using it.
- Trustee Frederickson stated the Village should be able to plan special events and Dingman should not be able to monopolize the Park and Depot for train events.
- Killock stated the Village should send Dingman a list of dates and times the Park and Depot are not available.
- Strickland said some people have suggested the Depot be heated. Beck Electric said it would be difficult and expensive to heat, and the Depot should remain a seasonal building.
- Trustee Butcher reiterated the Village should request a list of proposed railroad events at the beginning of each year. The Village could then approve or deny use of the Park and Depot for any of those events.

Mayor Killock asked for a motion to accept the Depot report. Trustee Frederickson made a motion to accept the report. Trustee Butcher seconded the motion. AYE 4. NAY 0. Carried.

PLAYGROUND REPORT

Mayor Killock reported:

- Playground portable AED will cost \$2,400. The Village will purchase one so the Playground is compliant. AED for other areas would cost \$2,000. Will discuss when we have more information. Trustee Butcher stated you can use the same AED for adults and children, but the patches have to be different.
- Sand for the Playground was delivered. It is piled on wood chips for now.
- Trustee Butcher stated there is a pond of water near the new playground equipment. Killock replied the ground is saturated right now.

Mayor Killock asked for a motion to accept the Playground report. Trustee Butcher made a motion to accept the report. Trustee Kortz seconded the motion. AYE 4. NAY 0. Carried.

LIBRARY REPORT

Mayor Killock read a report submitted by Kristy Kohler.

- Programs offered for Crochet and STEM. Poorly attended but April sign ups have increased.
- Have purchased books three times with funds from the Cattaraugus Region Community Foundation Grant totaling \$296.03. According to terms of the Grant, Library should spend \$100 per month on books.
- Received donations totaling \$200.00 in memory of Carolyn Szymanski. Used to purchase books by best-selling authors. Have selected books based on requests from Library patrons.
- Easton Scott made bunnies to decorate the Library for Easter.
- Book Sale May 3rd and 4th. There will be a rummage sale at the Fire Hall on those days. Placed a \$59.00 ad in the Penny Saver.
- The OPWDD held a Job Fair at the Library on March 13, 2024.
- Facebook page has 321 members. Posts have reached over 2,000 people.

Mayor Killock asked for a motion to accept the Library report. Trustee Frederickson made a motion to accept the Library report. Trustee Kortz seconded the motion. AYE 4. NAY 0. Carried.

CODE ENFORCEMENT

Mayor Killock read a Code Enforcement Report submitted by David Heckman.

- March 2024 - Visits to Pine Street, Mill Street and Village Office. Sick on 3/27/24.

Mayor Killock asked for a motion to accept the Code Enforcement report. Trustee Frederickson made a motion to accept the Code Enforcement report. Trustee Kortz seconded the motion. AYE 4. NAY 0. Carried.

DPW

Gretchen Snyder reported:

- Water meter installation is almost finished. Still need to do pit meters.
- Septic tanks will be pumped soon.
- Swept roads.
- Cleaned up brush at the Milk Plant.
- Working on shoulders and patching where water lines were installed.
- Brush and weed pick up is planned for the first and third Mondays of the month.

Mayor Killock asked for a motion to accept the DPW report. Trustee Frederickson made a motion to accept the DPW report. Trustee Butcher seconded the motion. AYE 4. NAY 0. Carried.

CLERK/TREASURER

Clerk/Treasurer Scott reported:

- Kevin Butcher will be added as a signer for all Village accounts at Cattaraugus County Bank and Evans Bank. Lynn Rupp will be removed as a signer for all Village accounts at Cattaraugus County Bank and Evans Bank.
- Village received \$22,668.66 from Cattaraugus County for unpaid 2023 Property Taxes.
- Village received \$17,371.18 from CHIPS.
- Spectrum internet upgrade was successful, but the phone system upgrade is still in process. Issues with equipment and services requested.
- Water bills will be mailed next week. Due May 15, 2024. Most bills have actual meter readings, but some are estimated.

Mayor Killock asked for a motion to accept the Clerk/Treasurer report. Trustee Frederickson made a motion to accept the Clerk/Treasurer report. Trustee Butcher seconded the motion. AYE 4. NAY 0. Carried.

NEW BUSINESS & MAYOR’S REPORT

Mayor Killock reported:

- Thank you to Lynn Rupp for 17 years of service to the Village.
- This is an Annual Reorganizational Meeting and we have two resolutions for consideration.

VILLAGE OF SOUTH DAYTON
RESOLUTION NO. 4-1-24

RESOLUTION THAT THE VILLAGE OF SOUTH DAYTON HAS ESTABLISHED A STAFF PAY SCHEDULE
FOR FISCAL YEAR 06/01/24 THROUGH 05/31/25

At a regular meeting of the Village of South Dayton Board of Trustees, held on April 10, 2024, the following resolution was adopted by the Village Board of Trustees.

WHEREAS, the Board of Trustees has determined a staff pay schedule for Fiscal Year 06/01/24 through 05/31/25 as follows. The pay schedule for any position may be increased at the discretion of the Mayor and Board of Trustees based on performance.

Position	Annual Gross \$	Monthly Rate \$	Hourly Rate \$
Bailiff	1,000.00	83.33	
Building Inspector	2,500.00	208.33	
Clerk/Treasurer	34,320.00		22.00
Deputy Clerk/Treasurer	26,000.00		20.00
Clerk Assistant	6,000.00		Minimum Wage
Contracted Maintenance (Cleaning)	2,000.00	166.66	
Contracted Maintenance (Gardens May to October)	650.00		
Court Clerk	3,500.00	291.66	
Dog Control Officer	1,140.00	95.00	
Justice	5,000.00	416.66	
Mayor	5,000.00	416.66	
Public Works Superintendent / Lead with CDL			25.00
Public Works Laborer with CDL (Full Time or Part Time)			22.50
Public Works Laborer without CDL (Full Time or Part Time)			17.00
Records Review			18.00
Trustee 1	1,500.00	125.00	
Trustee 2	1,500.00	125.00	
Trustee 3	1,500.00	125.00	
Trustee 4	1,500.00	125.00	

NOW, THEREFORE, BE IT RESOLVED this Resolution shall take effect 06/01/24.

	Aye	Nay
Robert Killock, Mayor	X	
Kevin Butcher, Trustee	X	
Melinda Frederickson, Trustee	X	
Joseph Kortz, Trustee	X	
Jonathan Mosher, Trustee	Absent	

I hereby certify that this resolution was adopted on April 10, 2024 and is recorded in the Meeting Minutes of the Village of South Dayton Board of Trustees.

Barbara L. Scott Clerk/Treasurer

NEW BUSINESS & MAYOR’S REPORT (continued)

VILLAGE OF SOUTH DAYTON
RESOLUTION NO. 4-2-24

RESOLUTION TO APPROVE IRS MILEAGE REIMBURSEMENT RATE OF \$.67 PER MILE

At a regular meeting of the Village of South Dayton Board of Trustees, held on April 10, 2024, the following resolution was adopted by the Village Board of Trustees.

WHEREAS, the Board of Trustees has determined that Village Officers and employees who use their personal vehicles while performing official duties on behalf of the Village of South Dayton, will be reimbursed the IRS mileage rate \$.67 per mile for fiscal year 06/01/24 through 05/31/25.

NOW, THEREFORE, BE IT RESOLVED this Resolution shall take effect 06/01/24.

	Aye	Nay
Robert Killock, Mayor	X	
Kevin Butcher, Trustee	X	
Melinda Frederickson, Trustee	X	
Joseph Kortz, Trustee	X	
Jonathan Mosher, Trustee	Absent	

I hereby certify that this resolution was adopted on April 10, 2024 and is recorded in the Meeting Minutes of the Village of South Dayton Board of Trustees.

Barbara L. Scott Clerk/Treasurer

- Mayor Killock distributed an informational package to the Village Trustees, containing Village contacts and previously approved resolutions:
 - BE IT HEREBY RESOLVED BY THE SOUTH DAYTON VILLAGE BOARD to allow the Treasurer to invest money not currently in use in Savings Accounts and Certificates of Deposit without Board approval in order to take advantage of interest gains to the Village Budget and she shall be allowed to transfer funds from the accounts as needed within each fund.
 - ALSO BE IT FURTHER RESOLVED to set the value of fixed assets to be inventoried yearly at more than \$2,000.00. All other items are considered supplies or materials.
 - BE IT FURTHER RESOLVED to adopt the procurement plan and emergency response plan currently in place after being reviewed by the Board of Trustees.
 - ADVANCE APPROVAL OF CLAIMS
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 separately liable for any amount disallowed by the Board of Trustees. NOW THEREFORE BE IT RESOLVED 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 separately liable for any amount disallowed by the Board of Trustees.
 - ATTENDANCE AT SCHOOLS AND CONFERENCES
WHEREAS there is to be held during the coming official year, meetings, seminars, conferences and training schools for Village employees and elected officials, and WHEREAS it is determined by the Board of Trustees that attending by certain municipal officials and employees at one or more of these meetings, conferences, or schools, benefit the municipality. NOW THEREFORE BE IT RESOLVED that the employees and elected officials are hereby authorized to attend the necessary schools, meetings, seminars and conferences.

NEW BUSINESS & MAYOR'S REPORT (continued)

- Kravitz Tree Service will remove trees in poor condition on Main, Maple, Mill, Oaks and Second. Cost will be \$16,500.00. Killock stated he has contracted Kravitz to do tree removal on his own property, and he will personally pay for those services.
- Will probably enact a Water/Sewer debt fee for property owners. Many vacant property owners are not being billed. Project was 75% funded so Village only has to pay back 25% of the project debt.
- Town of Carrollton reads meters on a monthly basis, but they bill quarterly. This helps them to find leaks early. This is something the DPW should consider.
- Bulk Trash – Need to schedule.
- Effective May 1, 2024, Lori Dankert is resigning from her position as Court Clerk. Killock asked for a motion to accept Lori Dankert's resignation. Trustee Frederickson made a motion to accept Lori Dankert's resignation. Trustee Butcher seconded the motion. AYE 4. NAY 0. Carried.
- Need to discuss the best way to handle Justice Court cash payments. Clerk/Treasurer Scott stated she will accept in-person cash payments for the Court until a new policy is determined. Scott said she hopes people do not leave cash payments when the Village Office is closed.

TRUSTEE BUTCHER

Trustee Butcher reported:

- Tractor Pull Schedule available. There may also be a Garden Tractor Pull.

TRUSTEE FREDERICKSON

Trustee Frederickson reported:

- Easter Egg Hunt was held in the snow. Trustee Butcher helped with the event.
- Received a \$10.00 donation from a parent at the Egg Hunt.
- Received a \$50.00 donation from CCB for the Egg Hunt.
- Music in the Park will be 9 weeks this year. Probably start June 12th. The schedule will be finalized soon.

TRUSTEE KORTZ

Trustee Kortz reported:

- Working with Kristy Kohler and the Library Committee.
- The Library will have a Book Sale on May 3rd and 4th.
- Speaking with other libraries about how to organize. Will print library cards.
- Hope to increase traffic.
- Excited to get more involved.

TRUSTEE MOSHER

Absent

NEXT MEETING

The next monthly Board Meeting will be Wednesday, May 8, 2024 at 7:00 pm in the Village Library.

MEETING ADJOURNMENT

Mayor Killock asked for a motion to adjourn the meeting. Trustee Frederickson made a motion to adjourn the meeting. Trustee Kortz seconded the motion. AYE 4. NAY 0. Carried.

The meeting adjourned at 8:58 pm.

Barbara L. Scott
Clerk of Board