Text

Description automatically generated

Office- (585)-968-1560 Fax (585)-968-9104 DPW Garage-(585)-968-2487 TDD/711

Michele Miller - Mayor Corine Bump- Clerk/Treasurer Steven Raub-Deputy Mayor Lori Sweet- Deputy Clerk Jim Barnes- Trustee Richard Hall- DPW Superintendent Elizabeth Miller- Trustee Kevin Margerum- Code Enforcer Thomas Taylor- Trustee Roman Cavalletti - Operator- STP

5/9/2022 Village of Cuba, NY Regular Monthly Meeting- Budget Adoption 22-23 Board Meeting-at 17 East Main St. Cuba, NY 14727

**PRESENT**: Mayor Michele Miller, Trustee Steve Raub, Trustee Tom Taylor, Trustee Elizabeth Miller, Trustee Jim Barnes

**ALSO, PRESENT**: Corine Bump Clerk/ Treasurer, STP Operator Roman Cavalletti, Residents- Tabitha Dyche, Rachel Dyche (CRCS student) and Cindy Colley

**VIA ZOOM:** Rick Hall

**ABSENT: N/A**

MAYOR MILLER opened the monthly meeting with the Pledge to the flag.

**MINUTES:**THE MINUTES WERE CIRCULATED.

**TRUSTEE \_\_\_RAUB\_\_ MADE A MOTION TO APPROVE THE MINUTES AS SUBMITTED WITH TRUSTEE MILLER OFFERING A SECOND.  ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

**BILLS:**

The bills were reviewed by Mayor Miller, Trustee Raub, and Trustee Taylor prior to tonight’s meeting.

**TRUSTEE RAUB MADE A MOTION TO APPROVE THE BILLS WITH TRUSTEE TAYLOR OFFERING A SECOND.  ALL IN FAVOR AND THE MOTION CARRIED.**

**APPROVAL OF CLAIMS AND BILL PAYMENT:**

Abstracts Voucher #’s 202200670-

General Fund- A- $28,791.52, F -$17,934.92. G- $18334.06 Total=$65,060.50

**POLICE REPORT:** N/A

**BUILDING INSP./CEO:** Kevin Margerum did not submit a report.

**WASTEWATER PLANT REPORT:**

**Waste Water May 2022**

The DMR was sent in for the month of April and everything was within limits.

Roman stated he has completed the NYRWA apprenticeship program and will be receiving a journeyman’s level card. He stated if they have any trainings in the future he might be interested in- he might attend.

Roman stated he filled the generator for the STP it took 288 gallons of fuel with a cost of 1350.36 which is more than the whole amount budgeted for the G00-8130-5 gas and oil line, he also said he fills the tank on the tractor from the generator tank. He stated he realizes this may be an issue, due to the amount of water that we had to pump with the tractor this year. He said the new Massy Ferguson tractor has 121 hours of run time since we bought it new in September of 2021, this machine used roughly 2 gallons per hour of use, and this means we have put 204 gallons of fuel into this tractor. He continued with saying the generator runs once per week for a total of 45 minutes, and the specks on the unit are 3.5 gallons per hour meaning it uses roughly 2 gallons per week for the run time. He said, in the 43 weeks that we are into the year we have used roughly 86 gallons of fuel (tractor purchased September 12, 2021). He added for the usage of the 288 gallons, he calculated 290 gallons worth at the STP. The cost of fuel at the time of purchase was $4.69 per gallon, at the beginning of the fiscal year (JUNE 2021) the cost of fuel was 2.57 per gallon. And as of 5-4-22 the cost of fuel is 5.53 and rising. He said if he had waited the cost have been an additional $241.92 as of 5-4-22. Had the fuel price still been $2.57 it would have cost $740.16 for the latest fill up.

He asked for the board to allow the transfer of $900 from the septage intake G-0010002122 that has $13,408.80 to the account G00-8130-5 which would satisfy the -$793.50 and leave an available $106.50 for gas in the mower or tan truck until June first.

Clerk Treasurer Bump stated the Board would need to amend the budget using fund balance for the overage as it’s not procedural to transfer a revenue to an expenditure. Roman asked again to have the money transferred.

Roman stated the new motors for the secondary pump station have arrived and they were wrong and further work was required due to the base of the motor having a different bolt pattern, and the nut wasn’t tight to the pump and it would have failed right away. They took another with them- he has three at the plant and now the company has two to match them up so they will be perfect.

Roman said he does not know if the following falls on him but he was speaking with Trustee Barnes and asked for a change to the sewer use ordinance. He said with the smoke testing information the Village has, maybe an added a fee of 50 dollars per quarter for any home with a known problem with their lateral line, or non-compliant hook ups incur the charge. Then after a year of noncompliance bump it up to 100 dollars per quarter. He feels this would help with the I&I, get these problems fixed and if they are not fixed the money The Village could potentially receive- could go towards the extra cost at the STP due to the I&I. Mayor Miller stated when we get the results of the Engineering report, perhaps that can be looked at.

He also stated The U.V. bulbs and parts have been ordered.

Mayor Miller asked Roman why he ordered so much fuel with what remained in the budget for the Fiscal Year. Roman stated he didn’t even look at the balance, and he should have a little bit more probably, he didn’t even think about it, nor did it cross his mind. Jim Barnes stated that the fuel tank powers the generator also and Roman said if the plant lost power for a week there would be fuel.

Clerk Bump stated he purchased 221 gallons of fuel on June 3, 2021 of this fiscal year and with only sixty days left in the Fiscal year- he made the purchase April 1, did not ask the Board for permission to make the purchase, and spent the entire remaining year’s budget plus, and referred to the webinar he watched in the Clerk’s Office about why spending out of a line is illegal without the adequate appropriation in the line. He stated the tank was below half a tank, he noticed the tank was low so he called for a fill up.

**TRUSTEE BARNES MADE A MOTION TO TRANSFER THE MONEY TO PAY THE OVERAGE- (correcting himself) AMENDING THE BUDGET TO PAY THE OVERAGE USING FUND BALANCE FROM THE SEWER FUND WITH TRUSTEE RAUB OFFERING A SECOND- ALL IN FAVOR AND THE MOTION CARRIED**.

Roman mentioned when the tan truck was fixed, there was going to be money taken out of contractual to fix the truck and nothing was put back. He doesn’t think we should have to do that.

Mayor Miller congratulated Roman for finishing his apprenticeship.

**SUPERINTENDENT’S REPORT:**

1. Monthly Water Test Results for E. coli/Coliform – Both “Negative.” 2nd quarter sample for PFAS, 1,4-Dioxane @ Bi-Well
2. Finished sweeping all Village streets and swept inboard side of lake for County (Shared Service ) Great job Kris!!
3. Cleaned up Chamberlain Park for opening day of Little League
4. Cleaned up old bus garage lot on Bull from dumping snow
5. Lu Engineering came and took samples at the landfill
6. Handed out hydrant flushing notices to businesses and flushed hydrants in a total of three evenings
7. Put whiskey barrels out at the 4-corners for “beautification committee”
8. Randy worked w/ B&L “smoke testing” manholes
9. Held “Arbor Day” ceremony on 4/29/22 at 21 Mill Street
10. Mowing/weed eating
11. Had two employees drawn from the “pool” for D&A testing
12. Randy went to water school at Mayville -That got him enough hours so I could renew his license for the last time
13. Randy & Kris attended a training in Short Tract put on by our Highway Association. Annual Drug & Alcohol refresher course
14. Took 2 loads of steel to the scrap yard and ended up with $981.84
15. Went out and performed water shut-offs at the direction of the Clerk’s Office – 19 total
16. Cleaned up Genesee Parkway 2x from water main breaks
17. Water Issues: service line leaks at 9702 W. Main St. & South Park Extension. Fixed shut-off at 97 East Main. 6” main break Genesee St.
18. Equipment Repairs: Truck’s #3 & #9 NYS Inspections. Worked on leaf vac with new parts on the way. Kris has done a great job of making constant repairs to our sweeper to get the sweeping done. Rick thanked Corine for helping to finish up his bills while he is out of the office. Mayor Miller thanked DPW Super. Hall permission to leave the Zoom connection if need be at any time and thanked him for his attendance.

**CLERK/TREASURER REPORT:** 5/9/2022 Clerk Report

* The NYS 1, and the Retirement report all have been accepted and paid.
* We still have not received a paid in full receipt for the payoff of the water tank.
* Corine and Lori worked to gather a list for 30 days shut off notices and included information for LIHWAP and ACCORD Corporation.
* Lori sent septage invoices to send to dumpers for the month of April- 2 are behind in payments.
* Worked with the LIHWAP Program again to assist with their ascertaining/confirming an account.
* A formal motion is required for Kris Krzos to attend Highway Superintendent School in June 2022.
* Thirty day shut off notices were mailed to 168 customers/ property owners. June 8th will be shut off day for accounts 60 days past due.
* Corine sat in on a webinar rates training with Trustee’s Raub Taylor.
* The Relevied water sewer amounts were sent to the County and updated with late payments.
* The alarm system in the Clerk’s Office was updated by Doyle Security. Corine requested a second quote to comply with the procurement policy and received a call back to discuss- however never received the quote. All information attached to the voucher.
* Worked with Trustee Barnes on some refuse matters and documents.
* Worked with NYS Rural Water to help gather data for an audit of the STP utility usage to try to troubleshoot the cause of high usage causing the accounting lines to be over.
* Requesting Transfers and Amendments for accounts with overages.
* Requested updated Union Due amounts from Teamsters due to salary changes for the coming Fiscal Year.
* Webinar scheduled with OSC for 5/10/22. Clerk Bump Thanked Deputy Clerk Sweet for her dedication and hard work at the office, mentioning her pride and love of the community. She is an asset to the office.

Clerk/Treasurer Bump asked the board to approve amending the budget using A, F, G fund balance- for the accounts as follows-

A001320-4 Auditor Contractual- $2,250, A005010-4 Streets Admin Contractual, 203.13, A005110-5 Maintenance of Rds. Gas and Oil $434.33 A005142-4 Snow Removal Contractual $1,697.98 Shade Trees Contractual $499.98 A009060-8 Health Insurance $330.17 totaling $5,415.59 in A.

F001320-4 Auditor Contractual- $1,300.00, F008320-12 Water Source OT- $1,139.59, F008330-4 Purification Contractual- $ 347.42, F009060-8 Hospital and Medical Insurance $644.92 Totaling- $3,431.93 in F

G001320-4 Auditor Contractual $896.00, G008130-42 Treatment and Disposal Utilities $4708.18, G008130-5 Gas and Oil- $900 (per Roman’s requested amount) G009060-8- Hospital and Medical Insurance- $62.85 Totaling $6,567.03 in G.

**TRUSTEE RAUB MADE A MOTION TO APPROVE AMENDING THE BUDGET USING THE PRIOR YEAR FUND BALANCE WITH TRUSTEE E MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Corine noted that Spectrum did not send a bill and when she called to inquire why, they stated the account numbers and due dates are changing, National Grid shows a zero balance due at all times for the street lights, Independent Health shows a credit, we still have not received an invoice from HIGHMARK for health Insurance,

**TRUSTEE RAUB MADE A MOTION TO SEND KRIS KRZOS TO HIGHWAY SCHOOL IN JUNE WITH THE HIGHWAY ASSOCIATION PAYING FOR HALF THE COST OF THE ROOM FOR SUPERINTENDENT HALL AND THE VILLAGE PAYING FOR HALF THE COST OF THE ROOM AND PAYING FOR ALL OF KRIS’S COST TO ATTEND THE SCHOOL JUNE 5,6,7,8 (3 NIGHTS HOTEL STAY) WITH A SECOND OFFERED BY TRUSTEE BARNES, ALL IN FAVOR AND THE MOTION CARRIED.**

**COMMITTEE REPORTS:**

**PERSONNEL-** Applications have been received for summer recreation but no swimming applications for employment have come in.

**TRUSTEE RAUB MADE A MOTION TO APPROVE THE RECCOMENDATIONS OF THE PERSONNEL COMMITTEE TO HIRE THE SUMMER RECREATION STAFFWITH TRUSTEE E. MILLER OFFERING A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.**

The Board would like to continue with piggy backing with CRCS and Mr. Ryan for the CPAR/ First Aid training for the rec staff. Corine will reach out to the school. There is a cost with a check payable to Mr. Ryan. The staff will also need to complete sexual harassment training.

**FINANCE-** There will be a public Hearing in July for water and sewer rates on July 11, 2022.

**CODE-** Personal Electric Motorized Devices (PEMD)- Trustees Raub and Miller are working with Cuba PD on a Village Law for safety with these devices- ideas requiring a helmet, or speed regulations have been discussed. Clerk Bump sent out Alarm permit renewals and Kevin Margerum is working with local property owners to ensure compliance with emergency services, and the Village Attorney.

**REFUSE**- Trustees Barnes met with Friendship’s refuse committee on 4/20 and discussed the Village of Cuba’s meeting from 4/4. Tom Taylor reached out to Casella, and Corine provided Trustee Barnes with an editable word doc file to draw up a bid if need be. They have decided to continue with the same recycling schedule if Tiffany and Oakley (Their team) from Friendship agree as there has only been one complaint with the new schedule so far to the Clerk’s Office.

**PARKS-**

Discussion took place about the Chamberlain Park Playground update. At this time- the younger children’s playground phase has begun. It has been decided to do the upgrade in three intended phases. The Community Volunteer Committee has reported that they have raised approximately $22,000 and with the Village Board of Trustee’s motion to match up to $50,000- that gives $44,000 which is enough for that younger Children’s playground.

Mayor Miller circulated a digital photo of what the site plan is intended to resemble. That part of the upgrade will be started this summer in August of 2022 on the west side of the pavilion where the little swinging horses, teeter totter, and giant slide are currently. It also includes the wood fiber carpet, borders, and is wheelchair ramp accessible. The existing equipment will be removed- or relocated. There is a need for 30-40 volunteers to help install the new equipment. Cindy Colley suggested asking the school for volunteers, and Mr. David Wild has said there are at least 15 students committed to help already. The tires are staying, but the ducks on springs are going to be removed. They would like to auction off the retiring equipment to gain more money in the fund. With it being Village of Cuba, NY owned equipment, the Board will need to decide.

**MAYOR’S REPORT:**

Mayor Miller submitted the ARPA Report prior to the deadline of 4/30/22.

Mayor Miller reminded all present of the School Board Budget vote on Tuesday May 17th from Noon to 8pm. At the Elementary School.

Monday May 30, the Veteran’s Clubs are having a service at 11:00 am at the Gazebo on Genesee St.

The Water Improvement Project Loan from USDA Rural Development is for $7.3 million, with the grant funding award of $3 million dollars- the intended project right now would only need to borrow $4.3 million. Mayor Miller stated that a decision needs to be made on whether to extend the project to include $10.3 million dollars of a project. Mayor Miller feels that borrowing $4.3 million is more manageable for the consumers of the Village budgets currently. Trustee Barnes stated that since all the behind-the-scenes work is being done now, and it’s six months to a year before anything happens he feels it makes more sense in his opinion to use all the work from the engineers and other entities involved now rather having to repeat it down the road for a larger scope even if it’s not a full $10.3 million- saving some research money in the future.

Mayor Miller stated that we also have a grant that has been submitted through Senators Schumer, Gillibrand, and Congressman Tom Reed’s Office for an additional three million dollars of grant funding. Superintendent Hall stated that we have 26-52 weeks for the ductile pipe on the project. We are close to being sent out to bid. Before we can go to bid on the project, we have paperwork that needs to be submitted from this office, the engineer, the bond counsel, and fiscal advisors.

Superintendent Hall received an email that a company will be in town and they need a place to dump septage while working in a man hole. He does not know when but it could be soon. The trustees mentioned they saw people doing work today.

Mayor Miller needs to get back with the Fiscal Advisors and the Bond Counsel to let them know what The Village is borrowing. Trustee Barnes did some quick math at the Board table- and said the difference in borrowing would only increase the bill to customers by a couple of dollars each quarter and a broader scope of work could be done this round, while Mayor Miller agreed with that outlook, she stated a customer may think- I am using the same amount of water and my bill is going up significantly- due to the necessary costs.

Superintendent Hall stated that the project The Village s is currently working into fruition- would have T’s at the intersections that are not in the immediate scope of work- to try and upgrade one street a year with the Village doing their own work. There will be 101 valves replaced with three valves at every intersection- someday there will come a time when the leaks happen again. Mayor Miller stated that if the Village was to receive another grant- maybe Genesee St. could be added to make the project look more palatable to the NYS DOT.

He stated that in speaking with Matt Zarbo from Barton and Loguidace- we cannot afford to put ductile iron pipe in the ground right now as the cost has doubled. He said we be better suited with HDPE pipe (plastic) in the ground. Rick is not comfortable with putting HDPE pipe in the ground – it’s hard to find leaks. He said with HDPE pipe every connection would require a saddle and it’s hard to put holes in plastic. He feels ductile iron pipe will last eighty plus years or more- and the plastic won’t have that kind of longevity. There are places that need to be bored and HDPE will be required but connected to ductile iron piping for the longevity. He is hoping that the cost will come down when it is time to go to bid.

Mayor Miller reiterated- The Village cannot move forward until a decision is made on which financing package the Village wants to go with. Superintendent Hall said that with the Village of Cuba having the lowest rates in the surrounding area currently and for a long time, if the numbers could work- the $7 million plus could be borrowed, use the grant funds towards the ductile pipe. Mayor Miller asked about the previous indebtedness amounts and time frames- and the Village has never borrowed this amount of money- it has always been under a million dollars and for sometimes as long as thirty years. This amount is over seven million and for thirty eight years. Tom Taylor feels that using plastic would require more fixes and sooner repairs. Steve Raub concurred. Superintendent Hall referred to a break by the expressway that was done in the last thirty years at a ninety-degree angle that supplies the High School etc. Ductile iron has been proven for decades. It used to be cheaper and now the cost is high. After much discussion Trustee Barnes still thinks we should borrow the seven plus million- and use the three million grant all the Trustees agreed and will proceed with a ten million dollar plus project.

Mayor Miller brought up the current water meters- the intended need for replacement and the repeated troubles. They are upwards of thirty years old and slowing down. She has asked the board if they would like to proceed with upgrading the meters at this time. She stated we have the BAN to assist in paying Barton and Loguidace- and we have not spent all that money yet and asked Clerk Treasurer Bump if based on the remaining balance in the BAN and the F Fund balance- if we could possibly proceed with deciding on the meter company/ replacement portion of the project and get started. Rick stated he would like the crew to help to install 100-150 meters. Rick stated if he recalls correctly the cost will be $231 per meter- and they are the cash registers for the water fund. They should be installed in four to six weeks.

**TRUSTEE BARNES MADE A MOTION TO MOVE FORWARD WITH PURCHASING RADIO READ WATER READ METER SYSTEM PENDING THE AVAILABILITY OF FUNDS WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Mayor Miller made a Proclamation in honor of Helen Milhauser Swift as follows.

# Helen Millhauser Swift

was born in Missouri on May 18, 1917, to Jesa and Kosa Millhauser. At about the age of 7 years, she moved with her family to Clarksville, Allegany County. In 1939, she married Paul Swift, and they made their home on Stevens Avenue. Helen operated a hair salon in their home for many years, and she lived there until she moved into Eden Heights. Paul passed away in 2007, leaving behind Helen and their two children, Don and Mary, several grandchildren and great grandchildren.

Therefore, the Mayor does make this proclamation that Wednesday, May 18, 2022, shall be declared Helen Swift Day, in recognition of Helen’s tenacity for life, the impact on the number of lives she touched through 105 years, and her lifelong commitment to family and community.

Clerk Treasurer Bump asked the Board to move into executive Session to discuss a landlord/ tenant issue with the upcoming Property Tax Bill for 22.23 Fiscal Year , and potential payments from the LIHWAP Program.

**TRUSTEE TAYLOR MADE A MOTION TO ADJOURN THE REGULAR MAY BOARD MEETING WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MEETING ADJOURNED FOR EXECUTIVE SESSION. 8:30 PM.**

**MAYOR MILLER REQUESTED AN EXECUTIVE SESSION IN MATTERS LEADING TO THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION WITHIN THE VILLAGE OF CUBA, NY. TRUSTEE RAUB MADE THE MOTION TO MOVE INTO REGULAR SESSION WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE BOARD MOVED INTO REGULAR EXECUTIVE SESSION.**

Clerk Treasurer Bump left the Executive Session at 8:40 p.m**.**

**TRUSTEE TAYLOR MADE A MOTION TO CLOSE EXECUTIVE SESSION AT 9:16 PM. WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND EXECUTIVE SESSION CLOSED.**

**TRUSTEE RAUB MADE A MOTION TO MOVE BACK INTO REGULAR SESSION AT 9:16 PM. WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND EXECUTIVE SESSION CLOSED.**

**TRUSTEE TAYLOR MADE A MOTION TO ADJOURN THE REGULAR MAY BOARD MEETING WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MEETING ADJOURNED. 9:17 PM.**

Respectfully Submitted, Corine Bump-Clerk/ Treasurer

Corine Bump Village of Cuba Clerk/ Treasurer