

Village of Portville

Board Meeting

January 17, 2023

Present: Anthony Evans, Mayor
Joseph McLarney, Deputy Mayor
Vincent Pascucci, Trustee
Michael DeBarbieri, Trustee
Oriana Osgood, Clerk
Thomas A. Crosson, Treasurer
Mark Crosson, Police Chief
Andrew Hall, DPW Supervisor

Excused: Francisco Morales, Trustee
Benjamin Smith, Village Attorney
Ed Jennings, Code Enforcement Officer

Attendees: Sydney Evans
Chad Cadwell
Bob Fischer
Holly Fischer
Becky Johnstone
Bob Johnstone

Meeting opened with the pledge to the flag at 6:00 p.m.

MOTION: was made to amend and approve the minutes of the Board Meeting of December 19, 2022. Mayor Evans explained that the December 19, 2022, Board Meeting minutes now reflect the corrected amounts for the Village water project which is eligible for up to \$185,000 and interest free loan of up to \$1,000,622 in addition to the previously announced funding for the water project. Motion to approve the minutes of the Board Meeting of December 19, 2022, as amended.

Motion: Joseph McLarney **2nd:** Michael DeBarbieri **ALL AYES**

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MOTION: to approve revised Abstract #007 to reflect the following change: The amount of \$534.99 in Voucher #839 previously submitted was deducted from Abstract #007. Abstract #007, now reflects the corrected total amount of \$42,295.44.

Motion: Michael DeBarbieri **2nd:** Vincent Pascucci **ALL AYES**

MOTION: to approve Abstract #008, Vouchers #12-#13, #256-#258 and #848-876 in the amount of \$87,426.15

Motion: Joseph McLarney **2nd:** Vincent Pascucci **ALL AYES**

Mayor's Report -

- Mayor Evans was invited and attended Congressman-Elect Nicholas Langworthy's ceremonial swearing-in at the Pine Valley High School on December 28, 2022. Mr. Langworthy expressed his gratitude to Portville for his 80%-20% support from the Town and Village.

- On January 3rd Mayor Evans worked with Kimberly Merrill from Cattaraugus County DPW to complete the annual plan update for the Village's part of the 2023 County Hazard Mitigation Plan which insures FEMA coverage in case of disaster.

- On January 5th Mayor Evans, Andrew Hall, Matt Zarbo & Andrew Meyerhofer from Barton & Loguidice participated in a basement water meter and water/sewer line inspection of all houses on North Main Street (except 2) for future planning regarding the Water/Sewer Project.

- On January 10th a monthly staff meeting was held and great communication is occurring.

- Discussions with the Mayor, Clerk and Treasurer regarding the viability of the Village being issued a credit/debit card for relevant purchases.

Mayor Evans met with Community Bank for advice and it was recommended for the Village to obtain a debit vs. credit card. Soon a revised Credit/Debit Card Policy for Board ratification which meets SCO and NYCOM requirements will be created. (Also, an update on Portville's Community Bank branch - it was severely damaged by a water break during last month's bitter cold snap and will be closed for several weeks. It

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is the bank's intention to repair and upgrade the facility to maintain their presence in Portville).

- Discussions will continue regarding the Village Personnel Policy on January 19, 2023, at 3:30 p.m. with Mayor Evans, Joseph McLarney (Deputy Mayor) and Ward Near (Consultant).

- Upcoming meeting on Tuesday, January 24, 2023, at 10:00 a.m. with Mayor Evans, Robert Fischer and Thomas Simon (PCS Superintendent) to revisit and discuss DOT "Walkable Portville" application.

- On January 25, 2023, at 6:00 p.m., Ed Jennings, Andrew Hall, Robert Fischer and Mayor Evans will be meeting with Richard Zink (STW ED) and Bob Runge (Consultant) regarding a Village Source Water Protection Plan grant.

- On January 26 & 27, Mayor Evans will be attending NYCOM sponsored trainings at JCC, Olean NY regarding municipal ethics and responsibilities of local officials.

- Continued work to move quickly on DEC Consent remediation plan at Lyman Baker Park. Mayor Evans contacted Counsel Karen Draves and was out of office last week. Karen Draves granted us an extension to submit by April 15, 2023.

Justice Report - Full Report placed on file. Joseph McLarney, Deputy Mayor inquired on the status of the Annual Audit for the Portville Justice Office. Mayor Evans reported that Judy McClain would like Mr. McLarney to prepare the Annual Audit for the Justice Village Department. Mayor Evans stated that Judy McClain will be re-applying for a \$30,000 grant for continued Court Building improvements.

Code Enforcement Report - Nothing to report.

Police Report - Full Yearly Report for 2022 and a monthly Report 2022-2023 placed on file. Search for staff to work is on-going - this is a nationwide issue.

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December 19 – January 17, 2023

- Patrol issued 6 Traffic Tickets: 0 in the Town and 6 in the Village, 4 of which were in the 15 mph School Zone on Elm Street.
- Patrols responded to 3 calls for service all of which were in the Town.

DPW Report - Full Report placed on file.

- Read 4th quarter water meters for 2022.
- Worked on frozen pipes, South Well frozen pipes, North Well Chlorine Injector, South Well Chlorine Injector.
- Manually thawed frozen fire hydrant located in front of the Fire Station on Main Street.
- Replaced frozen pipes on two separate locations on Brooklyn Street.
- Replaced two fire hydrants, one behind the Portville Central School and second on Wellington Drive. Waiting on an 18" riser to complete the project on Wellington but the hydrant is fully operational.
- Discussions with Barton & Loguidice regarding water/sewer projects
- Worked on and submitted water and sewer reports.
- Worked on pipes that burst in the ceiling of the DPW Building and in Fichtner Building resulting in flooding.
- Continued work on Sewer plant, pumps, regular maintenance, cleaning of screens/filters and tank where LaFever unloads septage.
- Continued daily testing of levels and bi-monthly sampling completed.
- Worked on manhole behind Wilson's Farm Market. Land being cleared... manhole which was difficult to locate.
- Plowed snow and salted roads during winter blizzard on Christmas Eve/morning. Snow removal and salting of roads continue.
- Worked on taking down all Christmas trees, ornaments and decorations at both Pioneer Park and Lyman Baker Park. Also, took down large ornament located at the Village Office.
- Replaced engine in third dump truck.

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-Future work plans include replacing metal railings in the front of Subway, continue taking down Christmas lights, insulating North Well to avoid frozen pipes, future discussions with Tim Zerfas (DOH) regarding Wellington Well and working on maintenance of DPW shop and Village building (weather permitting).

Mayor Evans discussed updates on the water/sewer bill issues for ML, CK and JB. After the December Board meeting it was discussed at the Department Head meeting that DPW would meet with ML to explain the decision of the Village Board regarding ML's quarterly water/sewer bill during the winter months. DPW tried to contact (ML) and was unable to contact him. As a result, at the January 2023 Department Head meeting, it was discussed that a letter would be mailed to ML regarding his water/sewer bill. The Village Board decided that if ML is using any water for any reason, he must pay for it as any other resident does. With regards to ML's complaint of his quarterly bill during the winter months (when he goes to Florida), ML will be billed the current base water fee of \$69.06, and if he chooses to allow his water to drip, he must pay for it. ML also has the option of paying a fee to have his water shut off by DPW while away and have it turned back on upon his return.

Also, it was mentioned that JB's Court Street Property, LLC property was sold. DPW took Final Water/Sewer Readings for this property. The Clerk will send the Final Water/Sewer bills for 1-8 Court Street Property, LLC to Owner/Attorney's Office for payment.

CK/SM complained that they are being overbilled for the quarterly sewer debt fee and would like a reimbursement. After discussions at the December Board meeting, the Village Board agreed that the quarterly sewer debt fee for this resident is now \$30.00, as staff visually inspected the water meters, and they were being billed for more meters than what is currently installed. Commencing on October 1, 2022, the sewer debt fee

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now reflects \$30.00. DPW Superintendent, Andy Hall mentioned that he spoke to SM. Once CK/SM cap off the extra unmetered water line so it

cannot be accessed or used and once DPW have inspected to ensure this has been done, the credit will be issued.

Motion was made by Trustee, Michael DeBarbieri to approve a credit of \$120.00 to CK water/sewer bill for two billing quarters starting April through September 2022. The credit of \$120.00 will be applied to the said water/sewer bill, immediately upon the placement of the cap on the unmetered connection in their basement and upon inspection by DPW.

Motion: Michael DeBarbieri **2nd:** Vincent Pascucci **ALL AYES**

General Codes Committee -

- Meetings will continue next month.

Old & New Business -

None.

Meeting Adjourned at 6:53 p.m.

Motion: Joseph McLarney **2nd:** Vincent Pascucci **ALL AYES**

Next Board Meeting will be held on: Tuesday, February 21, 2023 at 6:00 p.m. due to President's Day holiday.

Respectfully submitted,
Oriana Osgood