



VILLAGE OF CUBA

17 East Main St.
Cuba, New York 14727
www.cubany.org

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Michele Miller - Mayor
Steve [Raub](#) - Deputy Mayor
Jim Barnes - Trustee
Elizabeth Miller - Trustee
Thomas Taylor - Trustee

Corine Bump - Clerk/Treasurer
Lori Sweet - Deputy Clerk
Richard Hall - DPW Superintendent
Kevin Margerum - Code Enforcer

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

Present via Zoom- Liza Miller

ALSO, PRESENT: Rick Hall DPW Superintendent, and Corine Bump.

GUESTS: Dave Crowley, Cindy Colley, Bill Dibble, John and Lisa Ricci, Lionel Legry, Terry Moot, Jason Morrison, and Bill Bradley- Present via Zoom Cindy Dutton

MAYOR MILLER OPENED THE September 14, 2020 MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

Mayor Miller thanked all in attendance. She stated she would discuss the water/sewer rates after the clerk/treasurer report.

GUESTS: Bill Dibble- Presented about a scenic by-way to encourage traffic to travel around the county, with access to the state byway/ and national byway. It is a three to five-year plan. Mayor Miller asked what he wanted from the Village- To tell the Village about the concept, and down the road a letter of support and possibly members of a 7- 9-member committee. He said there would be bike lanes and he had a thought that it could tie in west to Olean, and tie East to the Greenway Trail, and out to Almond.

Lionel Legry and Terry Moot were at the meeting to discuss parking inside the Village. Terry pointed out there used to be 18 parking spaces on East Main St, and now there are 14, 3 of which are occupied by his tenants, so he must park elsewhere while working on his businesses on Main St. He and Lionel have 4 apartments in the Story Block that are rented with more to come in the building recently acquired , located between the Village office and Story Block, it will also house up to seven office spaces, The Head Start Building across the street has several employees that need a place to park, soon there will be apartments for rent.

They are asking the Board to consider making three streets in the immediate area to east Main St., one-way streets to allow for more parking in the downtown area.

*Maple Street travelling North with parking on both sides

*Church St. Travelling south from Main St. with parking on both sides since there is only one home

*Spring St. from the corner of Church St. to South St. with parking on both sides to also enable ease of travel for the elder parishioners of the Baptist Church. They park in a lot on the corner of Spring and Church St. and walk to the church. It would be an advantage for the elders of the church to park closer.

He is also asking that the Village lift the “No overnight parking” from November 1-May 1. and switch the parking to alternate sides of the street- during this time to keep the roads clear.

He stated the parking spaces that were removed could be added back to Main St. since they would no longer obstruct the view exiting Church and Maple Sts. Onto Main St. if made a one way street.

Lionel stated there is potential for at least 30 more people to be living on Main St. and more businesses to come, continuing with the revitalization of Cuba. There will be retail space during the day and people living at night, that will shop and do business. He feels the community can work together to solve the parking issues with inventive ideas.

Terry stated there are 22 apartments on E Main St. He thinks people stopped renting because there were no places to park. He thinks the lack of places to park has driven people out of the community. He feels making the 3 streets one way would slow down traffic on the 3 streets respectively and be a less expensive solution to the parking problem. He feels it’s a cheap and easy way to accomplish the issue.

Mayor Miller stated the Board is aware of the parking issue and has been exploring solutions. She stated she appreciates their efforts in the community and their willingness to brainstorm ideas.

Steve Raub stated they make a valid point, and the ideas deserve further thought.

Terry also asked if he was permitted to get a wheeled snow removal device and use it to clear his properties in the village of snow. Rick said yes, just not a truck.

Jim Barnes stated they had good suggestions and thanked them.

MINUTES:

Discussion took place on the minutes of the 8.10.2020 Meeting. The minutes were forwarded to the Board for review prior to tonight's meeting.

TRUSTEE TAYLOR MADE A MOTION TO ACCEPT THE MINUTES AS WRITTEN WITH TRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.

BILLS:

The bills were reviewed by Mayor Miller and Trustees Raub, and Taylor prior to tonight's meeting. With there being no questions about the bills **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 202100103-202100164

General Fund -\$19,270.25 Water Fund-\$7,773.52 Sewer Fund-\$3,045.30

TOTAL- \$ 30,089.07

POLICE REPORT: N/A

BUILDING INSP./CEO: N/A

- **WASTEWATER PLANT REPORT:** Jim Barnes crafted a report for the WWTP- Plant running well for the most part. DMR submitted on time thanks to Oakley Sortore. All parameters within limits.
- Roman continues to do a great job and Amanda is now helping by covering some on weekends and Holidays.
- Koester's returned 9/10/2020 with parts and rebuilt the Rotork valve that has been causing problems.

- We had good results adding polymers to our Aerobic digester. Roman was able to decant a large amount of water and the sludge seems to be drying a little better on the beds. However, our drying beds seem to need some attention so that we can dry at a faster rate.
- We are still waiting for Kel-Kur to return and install a new circuit breaker on our problematic pump in the pit.
- Digester blower that failed on August 2nd:
After evaluation by Midway Industrial Supply, remanufactured blower..... \$5,898.00
New
blower.....\$8,565.00
Koester Associates new
blower.....\$8,542.00
Excelsior Blower
Systems.....\$6,550.41
I ordered a new blower from Excelsior on 9/4/2020

SUPERINTENDENT’S REPORT:

- 1) Monthly Water Test Results for E.coli/Coliform – Both “Negative”
- 2) patching potholes
- 3) Working on new “Pocket Park” across from Clerk’s Office
- 4) Finished cleaning catch basins/catch basin tops after storms
- 5) Put stripes down on C.P.D. parking lot (Shared Service)
- 6) Mowed 15 Union St. for the second time due to homeowner’s negligence
- 7) Final section of West Main Street drain line complete
- 8) Topsoil, Seed and hay put down in location where we have dug to make either water or sewer repairs.
- 9) Put stripes down on Elm Street and all cross walk before the beginning of school.
- 10) Cleaned ditch line on Windsor Street and the coffer dam’s on Hill
- 11) Removed old catch basin at corner of Woodruff/Keller Streets to begin drain project
- 12) Weed eating is complete at the landfill for the year
- 13) Stained the shelter in Chamberlain Park/Painted railing from W.B. Park steps to West Main St. bridge
- 14) Made plexiglass mail receptacle for Clerk’s Office
- 15) Put up “Mercy Flight” windsock for C.F.D. (shared service)
- 16) Read Water meters
- 17) Cleaned up both well houses for upcoming inspection
- 18) Equipment Repairs: Serviced International dump truck
- 19) Water Issues: Installed new ¾” copper service at 125 Bristol St. (Thanks Oakley Sortore), Replaced curb stop at 27 Mill Street, water leaks at 39 Medbury and 22 Mill Streets were both

the homeowners to repair. (They combined for about 70,000 gals. Of water loss per day), Had to replace inner gaskets on 8” check valve at Champlain Well House.

20) Regular duties such as well, reservoir, parks daily, mowing, weed eating, picking up brush and yard waste, picking up steel goods, 2 monthly water samples etc.

. CLERK/TREASURER REPORT:

- Corine has submitted the NYS 1, and the Retirement report. All have been accepted and paid.
- The AUD is about to be submitted. Once the outstanding check batches have been cleared from Logics, they can assist with the appropriate procedures and steps to close and re-open the FYs, make the correcting adjustments and proceed!
- Corine processed the penalty batches on 8/6/20 for all delinquent water and sewer but due to an executive order we had to remove the penalty and can longer turn off customers for non-payment until 180 days after the pandemic is over
- Corine processed the penalty posting for all past due Property Tax Bills and mailed second notices adding the \$2 second notice fee- 53 second notices were mailed- there is less than \$60,000 owed. One resident called very upset that she didn't initially receive her tax bill, but there is no way for the Village to know a property has changed hands until the County sends the real estate transactions, or the resident calls. We send and receive hundreds of bills, and anyone can pay a bill. The bills were mailed to the appropriate name on the bill or the Escrow Company as requested. Since mailing the first the first bill. It became known to this office a transaction took place and the second notice was sent to the resident rather than the name on the bill. Failure to receive the bill does not excuse the responsible person from payment.
- Corine and Lori spoke with Cuba PD, the mayor and a board member regarding a disgruntled tenant who paid their water sewer /bill with money that ended up dripping with blood. The procedure for handling cash has been modified in addition to a differently secured drop slot for payments to be received.
- We worked with Andy from EJP and Logics reps. to get the route reads formatted. There is now an issue with the file being corrupted and Corine has sent it for tech support to the utility program.
- New employees have been added to process the Semi-Annual Payroll.

- There have been no changes to the payroll tax deductions/ procedures for any Village Employee.
- Ear loop Face Masks were purchased for each Crossing guard, and Corine spoke with each one letting them know- like all Village Employees- they must wear a face cover when social distancing cannot be maintained. At this time, they will work 7:45am-8:15am and 2:30 pm-3:15 pm.
- Village elections are tomorrow from Noon to 9:00 with Natalie Snyder and Mary Lindquist as election Inspectors. Procedures are in place for safety during Covid-19.

COMMITTEE REPORTS:

Mayor Miller spoke about the Public Informational Meeting regarding the water and sewer rates. She stated there is an increase in water pipes breaking. The pipes are old, weak, and disintegrating which means more expenses and not enough funds are available. This year, there is no grant money but traditionally there is. Replacement even with a grant, the Village needs to have 50% of the cost at minimum with a minimum, which at best would be of \$500,000. To assume the debt, the Village needs to be able to repay. The sewer plant has equipment needing replacement at the cost of \$154,000. By 2030, the sewer plant will have more equipment that is twenty plus years old needing replacement. We need to have the revenue coming in to pay. Right now, the Village is breaking even but we are spending money on repairs and cannot put money aside. Keeping up is getting increasingly more difficult.

The board explored the rates in the surrounding areas- Friendship, Angelica, Bolivar, and Wellsville. Currently comparing the use of the average of one person over 3 months in the Village of Cuba, the rate is \$32.50 per quarter. In Angelica \$53.75, In Bolivar \$107.00 in Wellsville \$41.25 per month and in Friendship it would cost \$50.00. Our current rate is significantly less than these nearby communities. The proposal the board has come up with after several months of looking into the rate increase is \$1.75 per thousand gallons of water and \$1.75 more per thousand gallons for sewer. That would make the average cost per 5,000 gallons of use \$41.25 for water and \$50.00 for sewer. We would still be less than surrounding communities, and while that is not a justification it is a base for comparison. The rates were last looked at and increased four years ago at which time both accounts had deficits, so gains are being made.

Mayor Miller opened the informational meeting to questions and concerns. Terry Moot stated he feels like the increase is too conservative and should be brought closer to the costs in surrounding areas. Steve stated we the Board did not want to drop a huge increase on the community all at once. Terry stated given the situation, being less conservative might be a better route because things are not going to get cheaper, jack up the prices and pay off the loans. He said good tasting water and toilets that flush and take away waste isn't free. A new resident on South St. stated he moved here from Texas and he was paying between \$120-\$140 per month for water and sewer. Terry stated the financial stability of the community is important. It was stated maybe a step process would be a good way to approach the increase.

John Ricci, also a property owner and landlord inside the Village said while he is for bettering the community he has some questions- Does the Village have a minimum rate?- Yes Base amount is 1,000 gallons and \$6.50 water, \$8.25 sewer \$14.75 total. He wanted to know if a “snowbird” would have to pay the minimum and it was stated as long as their meter is not pulled and they retain services yes, they have a minimum bill. He also wanted to know if there was a charge to turn the water off for residents, and at this time it is not written in the law to charge, but the board is looking at a change in the fee schedule for the future. He worked for the city of Olean water and sewer department for 25 years. He asked if we have any vacant properties without paying a bill, and at this time there is only one property without a bill due to a pulled meter from plumbing issues inside. He asked if the Village charges for the companies that have a sprinkler system. He said the Village wouldn’t want to chase out industry, but there can be a fee imposed in cities, is that a possibility in Cuba? He asked if there is an after hours turn on fee. Clerk Treasurer Bump stated that no, there is not an option to have the Employees come out after hours. Every effort is made to avoid turning people’s services off and it is well past sixty days of non-payment when it does get turned off. He inquired as to what the late fee is, and it is 5%. He suggested increasing the late fee. He inquired about the life of the meters and wanted to know if the hospital meter has been recalibrated lately.

Mayor Miller stated we need a different water/ meter reading system rather than boots on the ground but that is expensive too. Dave Crowley asked if the residents outside the village still have a 25% more fee than people inside the village. Bill Bradley stated the rate is usually higher outside. It was asked if there was a commercial rate? Clerk Bump stated the rate is the same for water, but a 25% premium is assessed for sewer outside the village.

Bill Bradley asked if there would be a change in the 15% board credit for “walkout” water not going in the sewer And at this time, there is no change. Lionel asked if the rates are increased- what can be justified to the customer. Mayor Miller stated it’s hard to quibble with good water and toilets that flush. If residents have a hard time paying the Board always listens to the request of a payment agreement. Credit cards are also accepted.

TRUSTEE RAUB MADE A MOTION THAT THE MINIMUM BILL FOR WATER AND SEWER PER QUARTER IS 1,000 GALLONS, WITH THE COST OF WATER PER THOUSAND GALLONS \$8.25 AND THE COST OF SEWER \$10.00 PER THOUSAND GALLONS- A NEW WATER SERVICE COST IS \$150 AND A NEW SEWER TAP IN IS ALSO \$150, TAKING EFFECT WITH THE JANUARY 2021 WATER/SEWER BILL. TRUSTEE RAUB GAVE A SEOND WITH ALL IN FAVOR AND THE MOTION CARRIED.

Mayor Miller thanked Tom and Steve for their work analyzing the rates, and Tom Taylor appreciated all the comments.

FINANCE: The Fund Balance policy creation/DISCUSSION has been tabled until October’s meeting.

TRUSTEE RAUB MADE A MOTION TO CHANGE FROM THE CURRENT BANK TO COMMUNITY BANK THE PRIMARY DEPOSITORY OF THE VILLAGE OF CUBA'S REVENUES WITH TRUSTEE TAYLOR. ALL IN FAVOR AND THE MOTION CARRIED.

MAYOR MILLER AND CLERK BUMP MET WITH TWO FINANCIAL ADVISORS. THE MAYOR FORWARDED THEIR PROPOSALS. TOM TAYLOR MADE A MOTION TO APPROVE THE PROPOSAL SUBMITTED BY FISCAL ADVISORS WITH STEVE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

PERSONNEL- TRUSTEE RAUB MADE A MOTION TO APPROVE THE CELL PHONE POLICY WITH A SECOND FROM TRUSTEE MILLER. AL IN FAVOR AND THE MOTION CARRIED.

INFRASTRUCTURE- Mayor Miller discussed a possible sidewalk project.

1. Village removes old blocks- no charge
2. Village will loan up to 25% of the cost, up to a max. of \$600.00
3. Resident will repay the loan in 12 months.
4. Resident hires their own contractor.

We use \$600.00 from the sidewalk account. When it gets repaid in 12 months, which would be \$50 per month, the fund is replenished for next season.

Steve Raub and Jim Barnes stated they are very in favor of the idea and would make a motion to proceed.

JIM BARNES MADE A MOTION TO BEGIN THE SIDEWALK INCENTIVE AS EXPLAINED ABOVE WITH A SECOND FROM STEVE RAUB- ALL IN FAVOR AND THE MOTION CARRIED.

MAYOR'S REPORT: There will be an open-air market on East and West Main St. sponsored by the Chamber of Commerce 9/19-9/20. They have requested the street be closed from the corner of Rte. 305 to Orchard St. both Saturday and Sunday so the vendors may leave their tents out.

TOM TAYLOR MADE A MOTION TO CLOSE MAIN ST FROM 7:00 AM 9/19- TO 4:00PM-9/20 WITH TRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

A contingency plan for the next global health crisis has been mandated by executive order. Mayor Miller would like the personnel committee to start this process, by looking over the drafts she provided. It must be accepted by the union by 2/1/21 and submitted by 4/1/21.

Food vendors pay a fee to the Village of Cuba. Mayor Miller is asking the board to waive the vendor fees for the open-air market in case some are food vendors. At this time only one end of Main St. will be closed, but that could change before the weekend.

TOM TAYLOR MADE A MOTION TO WAIVE VENDOR FEES DURING THE OPEN-AIR MARKET WITH A SECOND BY LIZA MILLER, ALL IN FAVOR AND THE MOTION CARRIED.

The October meeting will be the official organizational meeting that is usually in March. She reminded the board the election is tomorrow 9/15- Noon to 9:00pm at the Village Hall.

Halloween hours are set for 10/31/20 from 6:00pm-8:00pm to houses only with lights on. The only way this could change is with an executive order from the Governor.

OLD BUSINESS: N/A

NEW BUSINESS: N/A.

TRUSTEE RAUB MADE A MOTION AT 8:20 P.M. TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS PERSONNEL WITH TRUSTEE TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

TRUSTEE RAUB MADE A MOTION TO MOVE OUT OF EXECUTIVE SESSION AT 8:29 PM. WITH TRUSTEE TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE BOARD MOVED TO REGULAR SESSION.

TRUSTEE TAYLOR MADE A MOTION TO ADJOURN THE MONTHLY BOARD MEETING WITH TRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MEETING ADJOURNED 8:30 PM.

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer