



VILLAGE OF CUBA

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

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Michele Miller - Mayor
Steven 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
Roman Cavalletti - Operator- STP

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

ALSO, PRESENT: Corine Bump, Clerk/ Treasurer- Roman Cavalletti, Operator of the Sewer Treatment Plant, Richard Hall Superintendent of Public Works

GUESTS: Kirk Keiser

Mayor Miller opened the June 14, 2021 meeting with the pledge of allegiance at 7:00 pm, and wished everyone a Happy Flag Day!

Kirk Keiser spoke regarding the passage of UTV, ATV, LUV vehicles through town with possible stops to patronize local businesses. He again, stressed that the group's desire is to simply pass through/ access the Village, not ram the roads. He is completely willing to work with all possible agencies involved so people can enjoy the pastime in this town and village rather than traveling elsewhere. Mayor Miller stated she received a lot of negative feedback in the residential areas. He stated he is hoping to keep the lines of communication open and once the County opens it up and hopeful the Village will be more receptive of the laws.

Mayor Miller spoke about the public hearing.

TOM TAYLOR MADE A MOTION TO PASS A RESOLUTION #13-2021 TO OPEN A PUBLIC HEARING TO DISCUSS THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)- TO DISCUSS COMMUNITY DEVELOPMENT NEEDS AND TO DISCUSS THE POSSIBILITY OF ONE OR MORE CDBG APPLICATIONS WITH STEVE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

STEVE RAUB MADE A MOTION TO PASS RESOLUTION 14-2021 TO OPEN THE PUBLIC HEARING FOR THE CDBG APPLICATION WITH JIM BARNES OFFERING A SECOND. ALL IN FAVOR AND THE PUBLIC HEARING OPENED.

The specific need is to do an engineering study and preliminary engineering report for the wastewater treatment plant. the upgrades needed are inflow and inflow filtration, storm water management and it will help plan a capital improvement project that could be used to leverage additional grant funding. The maximum grant award would be \$50,000. The village would have to supply a 5% cash match of \$2500 if we were awarded the\$50,000. The next step is to finalize and submit the application. The Mayor asked if there were any questions. Trustee Raub agrees it is the best thing for the village.

TRUSTEE TAYLOR MADE A RESOLUTION #15-2021TO CLOSE THE PUBLIC HEARING TO DISCUSS THE COMMUNITY DEVELOPMENT BLOCK GRANT. ELIZABETH MILLER OFFERED A SECOND WITH ALL IN FAVOR.

JIM BARNES MADE A MOTION TO OFFER RESOLUTION #16-2021 THAT COMMITS THE VILLAGE OF CUBA TO SPEND THE \$2500 CASH MATCH REQUIRED IF THE VILLAGE OF CUBA IS AWARDED THE CDBG FUNDING WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE RESOLUTION PASSED.

TRUSTEE RAUB MADE A MOTION TO ACCEPT THE MAY MINUTES AS WRITTEN WITH TRUSTEE TAYLOR GIVING 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 2021004-2021004

General Fund- A-\$54,366.97\$, F-\$8,572.68 G- \$72,245.00, TA-\$2,240.20 TOTAL-\$137,424.85

POLICE REPORT: Chief Burch sent the annual report to Mayor and she forwarded it to the Trustees. There were no questions.

BUILDING INSP./CEO: Mayor Miller meets with Kevin each Friday.

May 11

Issued building permit for 65-69 West Main St. reroof project

May 12

Visited an Orchard St. address to review proposed work.

May 17

Issued permit for reroof at a Water St. address. Work performed beyond scope of permit. Waiting for structural review by an engineer.

May 21

Issued permit to install storage building at a W. Main St. address previously reviewed and approved installation.

Issued building permit for reroof at a Mill St address.

May 28

Met with owners of an Orchard St. to review proposal to build new porches.

Inspected for progress at Mill St.

June 7

Issued permit for an Orchard St. address for (2) new porches. .

June 10

Met with owner of a Spring St. address to review for permit to build a covered patio .

June 11

Performed final inspection at a Chamberlain St. reroof job

June 14

Inspected reroof at Mill St. for final

Performed progress inspection at the Orchard St. addition

Inspected condition of masonry on Main St. side of a W. Main St. property after receiving a complaint. Will recommend review by an engineer (concern about façade failure over a pedestrian area).

WASTEWATER PLANT REPORT:

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

RAFA was here last week and completed most of the install. They ran into a problem in the secondary pump station. The cost was underestimated by \$2500 due to some of the previous programing. They will return the first of July.

Jason with RAFA is going to do a cost analysis on the pumps in the secondary pump station, we currently have motor starters, and they are going to see what VFD's would cost and their savings.

One of the electric motors on the digester blowers went out of service, the bearings went bad and Roman pulled it out and sent it to Keystone Tool and Dye in Olean and had it repaired.

One of the rotork valves quit working and Roman is working on process to repair.

The tan Village truck is giving him trouble. The box is rusting the gas tank, catalytic converter, and the tie rods are bad. Kendal Karn suggested it not be driven. The repair will require three quotes. The board will discuss the issue further at the next meeting.

TRUSTEE TAYLOR MADE A MOTION TO SPEND THE EXTRA \$2500 ON THE RAFA MONITORING SYSTEM WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

SUPERINTENDENT'S REPORT:

- 1) Monthly Water Test Results for E. coli/Coliform – Both “Negative”
- 2) Took 2nd round of PFOA/PFOS,1,4-Dioxane samples and had a “detect” at the Bi-Centennial Well only
- 3) Hot patching potholes- only lack going around Christview Drive
- 4) Working on cleaning catch basins- only have about a dozen or so to go
- 5) Planted trees at Dave Crowley's, Kim Conroy's and 8 East Main Street
- 6) Put black mulch around trees on Main Street, Mill Street Foot Bridge & some in Genesee Parkway
- 7) Put out the newly painted flower boxes throughout the Business District
- 8) Installed more dble. Banner hdwe. And put up “HomeTown Hero banners
- 9) Put up American flags on new flag poles w/never furls on them and the buntings on the gazebo
- 10) Installed new catch basin on Woodruff St. by Worth W. Smith
- 11) Swept of couple of spots for the Town of New Hudson (shared service)
- 12) Removed sidewalk blocks at the following locations: 97 East Main, 14, 16, 18, 20 & 22 Maple Street, 141 West Main Street Blocks & Driveway Apron, 127 & 129 West Main Street and 32 Spring Street

- 13) Hauled "butt logs" to landfill for natural barrier. Made room for wood from tree bid work.
- 14) Read water meters.
- 15) Milled streets for paving. Church St., Mill St., and Center Street
- 16) Water Issues: Replaced water service @ 1 East Main Street
- 17) Equipment Repairs: Replaced hyd. Hose on sweeper, Repaired suction tube on sweeper, (welded patches) Replaced hyd. Hose on back hoe

There was an issue with the PFOS/ PFOA tests, as it was barely recognized however the anticipated result is "not detected"

CLERK/TREASURER REPORT:

6/14/2021 Clerk Report

- The NYS 1, and the Retirement report all have been accepted and paid.
- There was an issue with a loan repayment for an employee that was fixed 6/8
- Crossing guard payroll was issued on May 28
- Water and Sewer payments have been coming in. The clerk's office sent relevy's to the County in a timely manner, however Governor Cuomo changed the law after the deadline and ruled it unlawful to relevy the water charge, so only the sewer charge could be relevied on the taxes this year. The past due water amounts have been added back to the property owners/ tenants accounts and will reflect on the July bills.
- Lori and Corine continue Covid-19 cleaning procedures and tracking of people entering the office. An updated sign is on the door to please wear a face cover if not vaccinated for Covid-19.
- Documentation continues to be requested by all Village employees for Covid-19 tracking and potential State reimbursement if instances occur.
- Corine was finally successful updating the bank accounts with the NYS Payment processing center.
- The 19.20 AUD was submitted! (after a minor snafu of the 18.19 AUD missing from the Comptroller's website.)
- On Thursday 6/3 while completing the end fiscal year 20.21 payroll and new fiscal year 21.22 it was discovered 7 fraudulent checks had been cleared through the bank accounts 6/1 and 6/2 from five different states across the United States. The checks did not show cleared as of 3:30 pm Wednesday but showed Thursday morning. The Clerk's Office Called the bank, the Mayor, the insurance agency, the police department, and contacted the Village attorney and the entire Village Board to notify of the occurrences. All missing funds were returned to the bank account when checking the bank accounts Friday Morning. Investigation ongoing.
- On Wednesday June 9, 2021, the Village received a phone call from a known Credit Card/ Banking Establishment inquiring about the validity of a check presented by a customer for deposit. The Clerk stated the check is not a real check from the Village's bank account and will be rejected. The Bank, Police department and board were immediately notified and no funds had been withdrawn as of 4:00pm 6/9/21. Upon checking the bank account Thursday morning, the check was

withdrawn however it was in the rejection process with the fraud banking unit and the funds were returned Friday June 11,2021. As of 4:00 pm Friday, no other unauthorized funds had hit the bank account.

- Corine is working on reports for the County and the Capital Projects, with Catherine Rees, Matt Zarbo and Tom Becker as well as the board
- Lori has been working with three companies for uniform quotes as the current contract expires 6/30/21.
- Lori is continuing trying to contact Spectrum Rep- Donald Young about purchasing an additional phone line for the Clerk's Office.
- Payments for tax bills are slowly coming in.
- Contact has been made with Colston Hillman and Bryce Ryan for First Aid and CPR training for all rec staff.
- Corine and Lori met with Kyla and some ordering for summer rec supplies and storage has been done. The last employee's paperwork has been submitted as of 6/7/21. Corine and Lori will work to enter all information, and submit physicals to the County, and information to NYSLRS.
- Sexual Harassment training still needs to be completed before rec begins for all Summer Rec Staff.
- Corine and Kyla are working with North Park Church again this year for a potential emergency evacuation plan due to inclement weather- should the situation arise.
- New disinfection devices for Covid-19 were purchased to begin each rec day with clean apparatuses at Chamberlain Park. Thank you, Marc Haskins for the donation of the people friendly disinfectant.
- Home Town hero banners are almost at capacity. We are almost out of display poles on the display routes.
- The company the Village previously ordered Paid Time Off Charts from, closed due to the pandemic. The cost for new tracking sheets were significantly higher so the Clerk's Office modified the old ones. While they are not perfect, they will appropriately track the required documentation. All sheets have been updated and verified with employees for the new fiscal year.
- Reservations were confirmed for Amanda to attend Basic Lab Class at Morrisville College, and hotel reservations for 6/27/21-7/2/21.
- Water and sewer routes were read, Corine and Lori are working on them. There were a few rereads from each route, mostly with no change in the meter at all. Will continue working with crew to get out in mail by July 2.

Does anyone have a message to include in the notes portion?

Corine ended up with one day plus 4 hours left from last FY she did not use. She asked the board's permission to use some of the time it for Thursday June 10 and Friday June 11, and Monday June14.

Due to the fraudulent check issues with the banks, there is a strong need for a new procedure to be put in place for the bank/ payment issuing on the behalf of the Village of Cuba. The Positive Pay File Procedure is a cost of \$35 per month however the fee will be waived for the first three months and then reduced to \$25 per month. The ACH requirement is \$3 per month, per vendor but that fee will be waived entirely. The pay file

must be uploaded each day by noon or the check presented will be rejected for authorization. Both the Clerk Treasurer and Deputy Clerk see this being a strong need in order to protect the Village's funds. We CAN cancel services with pest control in order to afford this new banking fee/ procedure.

TRUSTEE BARNES MADE A MOTION FOR THE POSITIVE PAY FILE MONTHLY FEE AND TRUSTEE RAUB GAVE A SECOND WITH ALL IN FAVOR AND THE MOTION CARRIED.

TRUSTEE RAUB MADE A MOTION TO ALLOW CORINE TO CARRY AND USE HER UNUSED 1 DAY AND 4 HOURS PTO AND ELIZABETH MILLER GAVE A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

TRUSTEE TAYLOR MADE A MOTION TO ALLOW CLERK/TREASURER BUMP TO MAKE TRANSFERS AND AMMENDMENTS TO BALANCE THE GENERAL FUND ACCOUNTS FOR FISCAL YEAR END 20.21 WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

TRUSTEE RAUB MADE A MOTION TO ALLOW CLERK/TREASURER BUMP TO MAKE TRANSFERS AND AMMENDMENTS TO BALANCE THE WATER FUND ACCOUNTS FOR FISCAL YEAR END 20.21 WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

TRUSTEE BARNES MADE A MOTION TO ALLOW CLERK/TREASURER BUMP TO MAKE TRANSFERS AND AMMENDMENTS TO BALANCE THE SEWER FUND ACCOUNTS FOR FISCAL YEAR END 20.21 WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

A request to extend the Lease for the postage meter came in from ACME Business. For an additional 12 months. Corine will sign it and submit it.

TRUSTEE RAUB MADE A MOTION TO RESERVE \$4,045.32 FROM BUDGET LINE A005142-4 SALT AND SAND FOR THE 21-22 FISCAL YEAR WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Corine Bump/ Clerk Treasurer

PERSONNEL-

TRUSTEE RAUB MADE A MOTION TO TAKE A LOOK AT PARIS UNIFORM COMPANY AND CONDITIONALLY ACCEPT THE CONTRACT CONTINGENT ON THE SAMPLES FROM THER REP-EMILY AND THE UNION CREW'S APPROVAL WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

PARKS- Trustee Miller will reach out to rec director Kyla for tentative days and times for the swimming at Rushford Beach opportunity. The school will provide a bus and driver one day a week at no charge to the Village of Cuba!

REFUSE- Trustee Barnes will contact Russ Hall in Friendship as he has still not heard back from him.

SIDEWALKS- Sidewalk inspections and repairs are still going on throughout the community. The board appreciates the owners' receptiveness to their responsibility of repairing the unsafe sidewalks.

MAYOR'S REPORT: Last month the open container law was lifted for the Dairy Days festivities and the Chamber has asked to extend the hours.

TRUSTEE RAUB MADE A MOTION TO EXTEND THE OPEN CONTAINER LAW TO MIDNIGHT BOTH FRIDAY AND SATURDAY JUNE 18,19 WITH TRUSTEE MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Mayor Miller had a lengthy meeting with Lee James and Brian Kehoe regarding getting funding from FEMA for flood mitigation monies, specifically targeting the area behind the WWTF, Oil Creek, the Old Oil creek. Photos and archives need to be found from the area has flooded and bring in THE NYSDOT. The Application will come out in August and due in the fall. They need to find a grant writer that doesn't charge as well. The erosion could be addressed with the grant. She asked Roman to keep the board informed if something more urgent comes up in the meantime.

OLD BUSINESS: N/A

NEW BUSINESS:

Resolution # 17-2021 The VILLAGE OF CUBA, NY BOARD OF TRUSTEES AUTHORIZES MAYOR MICHELE MILLER TO SUBMIT AN APPLICATION TO THE USDA FOR STREET MAINTENANCE EQUIPMENT FINANCING.

ADOPTED this 14th day of JUNE 2021 at the regular monthly meeting of the Board of Trustees.

	AYE	NAY
Trustee Elizabeth Miller	_____ AYE _____	
Trustee Thomas Taylor	_____ AYE _____	
Trustee Steven Raub	_____ AYE _____	
Trustee Jim Barnes	_____ AYE _____	

Mayor Michele Miller

 AYE

TRUSTEE BARNES MADE A MOTION TO PAY ROMAN MILEAGE FOR THE USE OF HIS PERSONAL VEHICLE DURING WORK HOURS UNTIL A VEHICLE REPAIR/ REPLACEMENT IS AUTHORIZED FOR HIS USE WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Mayor miller asked if there was a need for an executive session and Roman asked for one.
ROMN CAVALLETTI FOR AN EXECUTIVE SESSION TO DISCUSS THE MEDICAL, FINANCIAL, CREDIT, OR EMPLOYMENT HISTORY OF APARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL, OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION.

TOM TAYLOR MADE A MOTION TO ADJOURN AT 8:21 PM AND MOVE INTO EXECUTIVE SESSION TO DISCUSS THE MEDICAL, FINANCIAL, CREDIT, OR EMPLOYMENT HISTORY OF APARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL, OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION AT 8:21 PM WITH STEVE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MEETING ADJOURNED.

STEVE RAUB MADE A MOTION TO OPEN EXECUTIVE SESSION WITH TRUSTEE TAYLOR OFFERING A SECOND AT 8:21 PM

TOM TAYLOR MADE A MOTION TO CLOSE EXECUTIVE SESSION AT 8:31 WITH ELIZABETH MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED

STEVE RAUB MADE A MOTION TO RE-OPEN THE REGULAR MEETING AT 8:31 WITH TOM TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED

JIM BARNES MADE A MOTION TO CLOSE THE MONTHLY MEETING AT 8:32 WITH ELIZABETH MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer