



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 Liza Miller, Trustee Steve Raub, Trustee Tom Taylor, Trustee Jim Barnes

ALSO, PRESENT: Corine Bump Clerk-Treasurer, Rick Hall DPW Superintendent,

GUESTS: Cindy Colley-speeding, Tom Flett- interested in WWTP job, Kathy Saville-from NY Class, Tina Dalton-Gave the library report

MAYOR MILLER OPENED THE JULY 13, 2020, MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

Mayor Miller thanked all in attendance.

GUESTS: Tina Dalton- Cuba Library to give the annual report in person. The library added 5 hotspots to check out. They have a long range strategic five-year plan.

Cindy Colley spoke about people speeding on Grove St. as a representative from her neighborhood. She has spoken with the Cuba PD twice. They would like to see the speeders slow down for the safety of all residents.

Tom Flett- He is a private contractor from TNT. He has owned the business since 1999. He is a 3 A instructor and will be talking the test to become a licensed 3A operator soon. He lives three hours away and would like to subcontract with the Village of Cuba once he gets his

certifications to keep the Village in compliance with the NYS DEC. He does not have a 2A. Mayor Miller explained the Board of Trustees is looking for a full time employee that lives nearby in case of emergency to maintain the plant daily. Mr. Flett lives three hours away.

Kathy Saville from NYCLASS came to speak about investment opportunities for the Village as the Clerk/ Treasurer asked her to present because the interest on the CD has plummeted and an alternative to the CD is needed. NYCLASS strives to offer high-quality professional management of public funds through the prudent selection of short-term investments designed to optimize safety and provide for daily liquidity while generating competitive rates of return.

- **What are the investment objectives of NYCLASS?**

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1. **Legality**

- To invest only in investments legally permitted under New York State General Municipal Law (NYS GML)

2. **Safety**

- To minimize risk by managing portfolio investments to preserve principal and maintain a stable Net Asset Value (NAV).
- To maintain the highest rating for NYCLASS from a nationally recognized statistical rating organization as long as such rating is required by New York state law.

3. **Liquidity**

- To manage portfolio investments in a way that ensures that cash will be available as required to finance Participants' operations.

4. **Yield**

- To maximize current income to the degree consistent with legality, safety, and liquidity.

- **Who oversees NYCLASS?**

- The NYCLASS Municipal Cooperative Agreement is administered by an elected Governing Board (the Board) of up to fifteen members. A Board member must be either a Participant's Chief Fiscal Officer, other designated officer, or employee of the Participant who has knowledge and expertise in financial matters. The Board retains the services of Public Trust Advisors, LLC to serve as the Program Administrator and Investment Advisor.

- **Who is eligible to use NYCLASS?**

- Participation is available to any municipal corporation or special-purpose district empowered under New York state statute including counties not within the City of New York, cities, towns, villages, school districts, boards of cooperative educational services, and fire districts. Also eligible are county or town improvement districts where the

respective county or town is required to pledge its faith and credit for the district's debt service.

- **How can you participate in NYCLASS?**

In order to join, Participants must approve the NYCLASS Municipal Cooperation Agreement by a majority vote of their governing body. Once the Program Administrator has received and processed the fully executed Registration Packet and Authorizing Resolution the Lead Participant and Custodian will be notified and participation can begin.

- **Is NYCLASS rated?**

- NYCLASS is rated 'AAAm' by S&P Global Ratings Services, the highest rating assigned to principal stability government investment pools. This rating reflects the conservative nature of the pool's investments as well as the excellent credit quality of the program. S&P Global Ratings monitors the pool on a weekly basis.

A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove market risk.

- **What types of securities does NYCLASS invest in?**

- NYCLASS invests funds only in securities that are legal for public funds investment in the state of New York. As detailed by the NYCLASS Investment Policy, the portfolio is comprised primarily by obligations of the United States government, repurchase agreements collateralized at 102% by U.S. Treasury, agency securities backed by the full faith and credit of the United States government, and collateralized bank deposits.

- **What is the minimum requirement for investing in NYCLASS?**

- There is no minimum investment amount for NYCLASS.

- **What transaction fees does NYCLASS charge?**

- NYCLASS does not charge any transaction fees to its Participants. However, your receiving bank may have wiring fees and/or incoming ACH fees, therefore we recommend checking with a representative at your bank to discuss the potential costs.

- **How can Participants obtain a copy of the NYCLASS investment holdings report?**

- The NYCLASS investment holdings report is available to fund Participants online.

AFTER HEARING THE PRESENTATION AND DISCUSSION AMONGST THE BOARD MEMBERS, TRUSTEE RAUB MADE A MOTION TO ACCEPT THE FOLLOWING RESOLUTION-

WHEREAS, NEW YORK GENERAL MUNICIPAL LAW, ARTICLE 5-G, SECTION 119-O (SECTION 119-O) EMPOWERS MUNICIPAL CORPORATIONS [DEFINED IN ARTICLE 5-G, SECTION 119-N TO INCLUDE SCHOOL DISTRICTS, BOARDS OF COOPERATIVE EDUCATIONAL SERVICES, COUNTIES, CITIES, TOWNS AND VILLAGES, AND DISTRICTS] TO ENTER INTO, AMEND, CANCEL, AND TERMINATE AGREEMENTS FOR THE PERFORMANCE AMONG THEMSELVES (OR ONE FOR THE OTHER) OF THEIR RESPECTIVE FUNCTIONS, POWERS, AND DUTIES ON A COOPERATIVE OR CONTRACT BASIS; WHEREAS THE Village of Cuba WISHES TO INVEST PORTIONS OF ITS AVAILABLE INVESTMENT FUNDS IN COOPERATION WITH OTHER CORPORATIONS AND/OR DISTRICTS PURSUANT TO THE NYCLASS MUNICIPAL COOPERATION AGREEMENT AMENDED AND RESTATED AS OF MARCH 28, 20219;

WHEREAS THE VILLAGE OF CUBA WISHES TO ASSURE THE SAFETY AND LIQUIDITY OF IT'S FUNDS; NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS: THAT MICHELE MILLER OF THE VILLAGE OF CUBA IS HEREBY AUTHORIZED TO PARTICIPATE IN THE NYCLASS PROGRAM UNDER THE TERMS OF THE NYCLASS MUNICIPAL COOPERATION AGREEMENT AMENDED AND RESTATED AS MARCH 28, 20219.

WITH TRUSTEE LIZA MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION TO ADOPT THE RESOLUTION CARRIED.

MINUTES:

Discussion took place on the minutes of the 6.10.2020 Emergency Board Meeting. The minutes were forwarded to the Board for review prior to tonight's meeting.

TRUSTEE BARNES MADE A MOTION TO ACCEPT THE 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 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 -0202000706-202100055

General Fund -\$96,648.72 Water Fund-\$5,836.47 Sewer Fund-\$82,587.58

TOTAL- \$185,072.77

POLICE REPORT: N/A

BUILDING INSP./CEO:

June 7

Issued building permit for a garage roof structure repair at a W. Main St. property.

June 11

Issued building permit for an above ground pool at a W. Main St. property. .

June 12

Issued a permit for an above ground pool at a W. Main St. property.

June 19

Responded to NYSDEC complaint about possible dumping in “special flood hazard area” (floodplain) at a N. Branch Rd property.

June 21

Issued a permit for an 8’ X 8’ mudroom addition at a Prospect St. property.

June 22

Issued a letter of no objection to Alco Federal Credit Union upon completion of the renovation project at 24 E. Main St.

June 23

Met with owner and Mayor Miller to discuss the suspected floodplain encroachment at the N. Branch Rd. property.

Recommended the floodplain area be delineated to determine amount of encroachment. DEC indicated floodplain permitting is a local matter, as is liability for confirming no changes to the current floodplain.

July 2

Performed final inspection for renovation of an existing patio roof system at an E. Main St. property.

Met with permit applicant at a W. Main St. property / delayed permit process until National Grid can evaluate location of overhead powerlines in relationship to proposed construction.

WASTEWATER PLANT REPORT: Jim Barnes crafted a report for the WWTP- Robert left a plant that runs very well. The DMR is submitted 2 days late but okayed by Savon Thompson. He understands the red tape. Trustee Barnes has been working frequently with Roman. Roman is doing a great job for the village. He is a hard worker and very dedicated to the plant. Jim is also thankful to Oakley Sortore for assisting to keeping the plant running well. Jim is trying to get an Allegany County Summer Youth employee for at the plant for the summer with no expense to the Village. They would be covered under the Counties payroll and insurance. Jim is hopeful to get someone over 18 so they can run a weed eater as that is now a requirement.

There is a problem with the Rotork valves and Koesters is coming July 17th for an evaluation (\$500-\$700) Jim would like to check the procurement policy. Mayor Miller advised to document the quote as well as a written explanation that no other company does this work. Roman was able to troubleshoot the problem and make a temporary fix each time they breakdown.

The 18-19 report was given to Clark Patterson Lee-. Empire Cheese is considering sending their pre-treated waste to us. They needed to review our flows and loadings. The Village would like to see Empire Cheese stay in Cuba and is eager to work out the issues.

The Camden group was looked into as an option for subcontracting the Wastewater Treatment job-315-245-4444-only contract operator company he located near the VOC and they said we couldn't afford them because we are too far away.

SUPERINTENDENT OF PUBLIC WORKS-

Full report on file in the clerk's office.

The parks have been getting trashed. Literally. The Cuba PD looked at the cameras and were able to see who most of the culprits are. Rick made up signs as the people playing basketball are tearing down the snow fence intended to keep people from parking on the grass and leaving ruts and mudholes. Beer bottles, cans, trash, food, and other debris are being scattered about the entire park. The signs posted are notifying people to keep the park clean. The cameras have shown that the people doing this are mostly at the basketball courts. The village has had White Imprints create and laminate signs that we can post on Village property to maintain social distancing, use face coverings, and personal hand sanitizer- that people are taking it upon themselves to tear down and destroy. The Village wants to keep the parks open and safe for everyone.

Trustee Taylor asked about the new NYSDOT office on Main St. in Cuba and the five-year plan for the repair of Rte 305. He stated that he was told in years past the Village was advised to stay

in touch so the Village's input will be considered. Mayor Miller said she spoke with Jonathon Engels within the last few months and he's aware we would like have some input and it was part of the Comprehensive Plan.

CLERK/TREASURER REPORT:

- Voided checks- 4558, 4559,4568, 4596 - PAYROLL account.
- Corine has submitted the NYS 1, NYS 45 and the Retirement report. All have been accepted and paid.
- Corine and Lori prepared the reading batches for the 1st quarter water and sewer meter readings. All bills were prepared and mailed by 7/2/2020.
- Andrew Glick from EJP came to set up the program on Corine's new computer. He has one more step to complete.
- There is still no shut offs allowed on water/sewer bills per the governor.
- Mark Brown was here in June to work on the computers in the office, and will return this week to help install the garages new computer/ internet. A new issue has come up with the software program and how it conflicts with the Antivirus program, so he will troubleshoot the settings with us.
- The CD has been deposited into the General Fund until other arrangements can be made. NY Class will present at Monday 7/13/20 Board Meeting.
- Less than \$70,000 in tax bills remain unpaid.

COMMITTEE REPORTS: N/A

PARKS:

Renting the park has resumed with social distancing and group size restricted per NYS Covid-guidelines. Bathrooms will be sanitized after each rented party uses them or 3 times a week.

PERSONNEL: The board is interviewing candidates for the Wastewater Treatment plant operator job. They have a couple excellent candidates with one having a 2A cert. and another pursuing a 2 A Cert. The plant remains in compliance currently, with Trustee Barnes representing the Village of Cuba.

RUSTEE RAUB MADE A MOTION TO HIRE A PART TIME SEASONAL DPW EMPLOYEE BASED ON APPLICATIONS ALREADY ON FILE AND AMANDA BLAKE WAS CHOSEN. TRUSTEE LIZA MILLER OFFERED A SECOND WITH ALL IN FAVOR AND THE MOTION CARRIED.

FINANCE: Investments with NYCLASS.

Corine will make calls about refinancing some of the loans the Village has.

The Village of Cuba needs to have a Fund Balance Policy, Mayor Miller would like members of the finance committee to discuss this.

INFRASTRUCTURE- septage permit to be submitted to the DEC

REFUSE: The recycling truck is having to spend a great deal of time breaking down cardboard boxes. Corine will share a post on Social Media asking all that recycle to break down their boxes on addition to separate their recycling.

MAYOR'S REPORT: Webinar about fund balance policy.

Lee and Michele met with Michele Denhoff from Allegany County Planning Department and an intern named Anthony Funicella- She asked Anthony to do a rendering of Main St. with what we have. They also brainstormed buyers for empty buildings in the Village and Town- and visual enhancements to the village gateways. .

On July 9, Congressman Reed was at the Cheese museum for the renaming of the Nico VanZwanenburg Cuba Cheese Museum.

OLD BUSINESS:

Refuse laws to be changed in August- Corine will advertise the changes to the law.

Water Sewer increase? Michele has been working with Lee James from the Town of Cuba about the water and sewer rates specifically District #5 and has asked the finance committee for hard recommendations by next month for a public hearing in September while also addressing the multiplier back in to the Sewer District #5 bill. At this time, the proposed agreement would be

10% for the first year and 20% the second year, and 25% for the third year for all remaining years after the agreement. She would like it reinstated and Ms. James agreed to take to her board at their July Meeting 7/14/20, the Village's suggestions.

NEW BUSINESS:

Don Donovan suggested a signage change because his family gets people stopping to see how to get where they are supposed to be. They suggest a sign change to say East View, and then East Main St. with arrows pointing the correct direction. After lengthy discussion, it was decided Rick would speak with Kevin White to see what size sign would be needed and then he will email the board with the decision for a sign with a cost of approximately \$60.

TRUSTEE RAUB MADE A MOTION AT 8:47 P.M. TO ADJOURN WITH TRUSTEE TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer