



# VILLAGE OF CUBA

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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

**ALSO, PRESENT:** Lori Sweet and present by Zoom Meeting- Corine Bump Clerk-Treasurer, Rick Hall DPW Superintendent, and Trustee Liza Miller.

**GUESTS:** Cindy Colley, Bob Amundson- Greenway Trail

MAYOR MILLER OPENED THE AUGUST 10, 2020 MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

Mayor Miller thanked all in attendance.

**GUESTS:** Bob Amundson spoke about the Greenway Trail project and a feasibility study. He stated that a grant was awarded by the Little Wilson Foundation through the Greater Buffalo Chamber- A parks and trails NY grant was applied for and not granted- The Greenway team- Friends of Genesee Valley Greenway Trail applied for and were awarded \$42,000 from the Wilson Foundation. Mr. Amundson stated that both Cuba Town and Village needs to figure out what sort of In-Kind services can be provided- such as surveys, and physical work to aid in the feasibility study. It is the committee's hopes to come up with several ideas to assist with the study and in-kind contributions. There is a partnership with the Cuba-Rushford school, The Little Wilson Foundation, both the Town and Village of Cuba, and then New York State. He is excited to move forward.

Mayor Miller stated, "This is also an informational meeting regarding the changes to the refuse laws in the Village." - The Village of Cuba Village Superintendent of Public Works is hereby granted the authority to promulgate, amend, change and establish rules and regulations controlling, regulating or limiting the collection of refuse, trash and garbage, bulk items and recyclables within the limits of the Village of Cuba Village as he/she may deem necessary and reasonable from time to time. Whenever the Village of Cuba Village Superintendent of Public Works shall promulgate, amend or change any such rules and regulations, he/she shall first publish a notice of such rule, regulation or requirement in the official newspaper of the Village of Cuba Village, which publication shall be at least five days before its effective date, and shall post such regulation upon the official bulletin board of the Village of Cuba Village and shall file such rule, regulation or requirement with the Village of Cuba Village Clerk. After the enactment of such rule, regulation or requirement by the Village of Cuba Village Superintendent of Public Works, all refuse, trash, garbage, bulk items and recyclable collection within the Village of Cuba Village shall comply with all such rules, regulations, amendments and requirements as amended from time to time.

In The August 5, 2020 edition of the Cuba Patriot the update was posted as a draft- and reads as follows-

Village of Cuba, NY  
DRAFT

REVISED SOLID WASTE RULES – EFFECTIVE \_\_/\_\_/\_\_\_\_ Applies  
to Chapter 170, §170-4, Issued pursuant to §170-0

1. Each household is limited to four (4) 30-32 gallon containers (50 lbs. ea. Max.).

Note: Approved containers shall be provided by the property owner, as required by 308.3.1 of the International Property Maintenance Code adopted by New York State:

- a. All containers shall be in good repair and have tight fitting covers b. One (1) of the above may contain construction debris, must be covered. 2. Multiple dwellings (3 or more units) may have a covered dumpster, provided by the

Owner(s):

- a. Size shall be to accommodate the needs of the Tenants and approved by the Superintendent of Public Works prior to installation. (Typical Load for a 2 cu.yd is 400 lbs ea.) b. All dumpsters shall be in an enclosed area, accessible to the Refuse truck, and protected from damage. Such dumpsters must be approved by the Village Superintendent of Public Works as compatible with the Village refuse removal

equipment before installation will be allowed. c. Enclosures shall also be able to accommodate the recycling needs of the Tenants

on recycling day. 3. Building Owner(s) must make arrangements to dispose of tenant leftovers (furniture, appliances, electronics, etc.) Such material left curbside will NOT be collected by the Village refuse crew. 4. Large quantities of construction debris shall be removed from the site by the building Owner or Contractor and disposed of in conformance with all applicable laws and regulations. 5. No electronic items (computers, monitors, TV's, printers, etc.) will be picked up - the

Owner/Tenant is responsible for such disposables in accordance to applicable laws and regulations.

Mayor Miller stated she will leave the topic open for the remainder of the meeting for questions, comments or concerns. She also stated this law mirrors the Town of Friendship Refuse Law.

**MINUTES:**

Discussion took place on the minutes of the 7.13.2020 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

General Fund -\$19,319.58 Water Fund-\$7,289.52 Sewer Fund-\$9,581.79

TOTAL- \$36,190.89

**POLICE REPORT:** Mayor Miller forwarded Chief Burch's annual report prior to tonight's meeting and it is on file at the clerk's office.

**BUILDING INSP./CEO:** Kevin Margerum emailed his report prior to tonight's meeting.

### **July 14**

Issued building permit W. Main St. (carport)

### **July 20**

Issued building permit for Green St. (new single-family dwelling).

A property owner called to ask for names of sidewalk repair contractors; they were referred to Rick Hall.

### **July 21**

A property owner called to confirm he had contacted a contractor for an estimate on the Medbury sidewalk repair.

Performed a progress inspection for a garage permit at Mill St.

### **July 29**

Performed final inspection for entrance canopy at the circulating library.

Performed final inspection at a Spring St. residence (new roof on barn)

### **July 30**

Visited Champlain St. to remove a flag per zoning section 200-80. Kevin spoke with resident, who asked him not to leave the premises with the flag. Kevin left the flag in their possession but asked them not to display it further. Kevin also advised the resident to contact Mayor Miller with any questions or concerns.

Spoke with a consulting Engineer working with a business owner on the floodplain matter. The conversation outlined the necessary steps to resolve the improper fill issue as it relates to the special flood hazard area.

- **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.
- No success getting a worker from Allegany County summer youth employment program.
- Koester's came and evaluated our Rotork valves. Found issue with an oil seal leaking on circuit board. Will return with parts to repair.
- Amanda Blake signed up with Rural Water's apprenticeship program. This is the same plan that Roman is involved in. This grant pays for books and some classes and saves us approximately \$2,500 toward training someone to be a licensed operator.
- We have been experiencing problems with the Aerobic digester. Jim is not pleased with how long it takes to de-water our sludge and there has been severe foaming in the digester. Jim had a representative visit from Slack Chemical and had good results with

some polymers. We're going to purchase a few bags (<\$500) to see if we can get it under control.

- During the recent high-water event Roman had problems with one of our pump motors tripping the breaker. We had Kel-Kur come to evaluate. Tim Walden found that all of our motors in the pit were at or near peak amps. Going to replace the problematic breaker and hope for the best.
- On August 2<sup>nd</sup> we had a blower for our digester fail. It has been sent in for evaluation. I did get a price on a new one, \$6,315! Waiting to hear if the old one can be repaired.
- Would like to make Oakley Sortore the assistant operator and pay him the same amount as the previous operator. Trustee Barnes will notify the former assistant operator.
- Trustee Barnes requested that the Board authorize payment for my day of training September 16, 2020 with Southern Tier New York Water Works Operators Conference. (No authorization needed- ongoing education)

#### **SUPERINTENDENT OF PUBLIC WORKS-**

- 1) Monthly Water Test Results for E.coli/Coliform – Both “Negative”
- 2) patching potholes
- 3) Put up 6 or 7 more “Home Town Hero” banners
- 4) Working on cleaning catch basins/catch basin tops after storms
- 5) Planted 1 tree at 29 South Street (tree located on Stone St. side)
- 6) Put up trim on bathrooms and finished gutters in Chamberlain Park
- 7) Purchased /installed sign for E.Main/E. View Drive intersection
- 8) Poured concrete @ Pastor John's form water leak in driveway, Norm Beaver's sidewalk from tree removal & Mill St. Footbridge
- 9) Working on pocket park across from Clerk's Office as time permits
- 10) Removed sidewalk blocks @ Medbury Ave. so contractor could pour new sidewalk
- 11) Worked on cleaning drain line behind Boten's/Seigel's on Maple St. that comes out on State Rt 305
- 12) Dug out locations where we have made water/sewer repairs and put in binder & top
- 13) Trimmed low hanging branches South/Stevens Ave. (complaint)
- 14) Randy and I were trained on Dig Safe New York's new “Exactix's” computer platform for entering/responding to tickets
- 15) Reattached the Spectrum Internet service to the Veteran's Memorial after the auto accident. Our conduit had to be extended as the pole was moved 5'-6" to the north.
- 16) Equipment Repairs: gutter broom repair on sweeper. Inspected Ford pickup.
- 17) Water Issues: Leak across from Cheese Shoppe ended up being old

lead service line for "The Old Greyhound". Was no longer attached to the main. Made repair to service line leak @ South Street address. Two other service line leaks ended up being the homeowner's responsibility. (Austin and Pinney)  
Rick also added that the Village's new part time seasonal employee has been an asset to the Village DPW team. She is an awesome employee and recommended that the board consider hiring her full time.

**. CLERK/TREASURER REPORT:**

- Corine has submitted the NYS 1, and the Retirement report. All have been accepted and paid.
- Corine processed the penalty batches on 8/6/20 for all delinquent water and sewer accounts after Lori received the mail from postmarks 8/4/20.
- There is still no shut offs allowed on water/sewer bills per the governor with the exception of non-property owner accounts with the bill in the tenant's name.
- Mark Brown was here to install Rick's new computer. Rick also has new telephone, internet and fax services through Time Warner/Spectrum due to Southern Tier Wireless repeated issues. This is a cost savings to the Village of Cuba.
- A transfer of funds was made from The General Fund to NYClass to invest and gather interest on fiducial dollars.
- Corine processed the penalty posting for all past due Property Tax Bills before leaving on vacation as the penalty date fell on a Saturday.
- Corine emailed NYCOM and received a return call from John Mancini in regard to the president's executive order regarding Payroll tax deductions. At this time NYCOM'S advice is to continue deductions as usual because of the legal challenges and possible deferment- which means employees could end up having to pay the amounts back. More information to come from the IRS and Federal Authorities.
- Per an agreement with a resident- a shut off notice was issued again to a tenant on W Main St. with an outstanding water/sewer balance totaling over \$850. They agreed to pay \$50 a week and have defaulted on that agreement twice. The tenant must pay \$69 immediately to keep their services on and continue making weekly payments on time.
- Worked with the board to provide information and facts regarding water/sewer possible increases- spoke at length with several municipalities regarding potential increases.

- Completed the Federal Quarterly reports for the 2<sup>nd</sup> quarter.

#### **COMMITTEE REPORTS: N/A**

**PERSONNEL:** Trustee Raub spoke about his and several other Board member's observations of the seasonal employee Amanda Blake. After much discussion- **TRUSTEE RAUB MADE A MOTION TO HIRE AMANDA BLAKE AS A FULL TIME PERMANENT EMPLOYEE FOR THE VILLAGE DEPARTMENT OF PUBLIC WORKS. TRUSTEE JIM BARNES GAVE A SECOND WITH ALL IN FAVOR AND THE MOTION CARRIED.**

While researching possibly hiring Amanda as a Full-time employee it was discovered the Uniform Company the Village contracts with, does not carry the brand of workpants the male employees use in women's sizes. The CBA states the Village will provide uniforms and laundering services to the employee. One pair of the same brand pants in a woman's size were already purchased by Amanda out of her pocket when she started as a seasonal employee from Blue Collar in Olean, and she laundered them at her own cost daily. The Carhartt brand workpants will be purchased at a cost of \$40 per pair and Amanda can go to Blue Collar and purchase the workpants on the Village's account. After discussion of laundering the workpants as the other employees' full uniforms are laundered, **TRUSTEE BARNES MADE A MOTION TO PROVIDE A ONETIME YEARLY STIPEND TO AMANDA BLAKE IN THE AMOUNT OF .47 CENTS PER PAIR OF WORKPANTS ONLY- PER WEEK EQUAL TO THE CONTRACTED UNIFORM COMPANY PER EMPLOYEE. THIS SHOULD NOT BE ADDED TO AMANDA'S PAYCHECK, RATHER A ONE-TIME PAYMENT OUT OF THE ACCOUNTS PAYABLE FOR THE PANTS ONLY. TRUSTEE TAYLOR GAVE A SECOND WITH ALL IN FAVOR AND THE MOTION CARRIED.**

Corine and Lori will provide Amanda with the additional paperwork for possible Health Insurance benefits and NYS retirement benefits.

**PARKS:** Some concerned parents have asked that another basketball court area be added to Chamberlain Park, with possibly removing part of the skate park equipment, as the older basketball players monopolize time on the courts often times "kicking off" the younger players. A lengthy discussion took place, and the board does not feel the skate park should be removed as people of all ages use it for skating and bicycles. A further look will be taken at available space in the park and possibly adding more hoops. Trustee Liza Miller stated Willow Bank Park's hoops are in constant use by players of all ages.

**FINANCE:** The trustees have been looking at water and sewer rates and potential increases. A study was put together with the help of The Clerk/ Treasurer, Deputy Clerk, other local municipalities, the Mayor and the finance committee. With the upcoming increases in debt

repayment and the aging infrastructure it is necessary to look at the rates in the Village of Cuba in comparison with the rates from surrounding communities. The Sewer Treatment Plant has numerous necessary repairs in addition to the underground mechanisms of the water services. Numerous scenarios were looked at by the trustees and discussed and it was agreed that there will be a public hearing at the September meeting for a flat increase of \$1.75 per thousand gallons per service. Making the charge for Water, \$8.25 per thousand gallons and the charge for sewer \$10.00 per thousand gallons per quarter for a total of \$18.25 per thousand gallons per quarter. Clerk Treasurer Bump also asked the board to look at the rate schedules from other towns for after hours services provided as most people are charged a fee to offset the cost of overtime and hold property owners accountable for their plumbing at their residence.

**MAYOR'S REPORT:** Main St Grant update- Mayor Miller spoke with Albany and Alma Brown about an extension. Currently, it's too early to ask for an extension, try to finish by December. The board is hopeful it will be extended to help the Property owners of the grant.

Mayor Miller discussed the greenspace across the street from the Village Office in between Terry Moot's Property and the new ALCO Property. The Village has begun excavating and the decisions have been made – the land just needs prepared and the concrete poured.

The Cuba Library has asked to have one lane of East Main St. closed for their outside movie night on 8/27/2020. Due to copyright laws, the movie must be shown on library property, and the library staff would like to safely have spectators sit in the street to view the movie. The road would be closed from approx. 8:00pm to 10:00pm from the corners of Maple and Church St extending to Green St. The board agreed both lanes should be closed to ensure the public's safety for the event. **A MOTION WAS MADE BY TRUSTEE TOM TAYLOR AND SECONDED BY TRUSTEE STEVE RAUB TO CLOSE BOTH LANES OF TRAFFIC FOR THE DURATION OF THE MOVIE. ALL IN FAVOR AND THE MOTION CARRIED.**

Clerk/Treasurer Bump will notify Cuba PD and the Cuba Library of the approval of the street closure.

Mayor Miller would like to enlist the help of financial advisors to possibly refinance loans and to help with the fund balance policy. We have had a few referrals. She would like to get estimates, quotes and financial advice.

Clerk Bump also asked the board to take another look at changing banks from Five Star to Community Bank. Five Star is having major web issues and cannot always complete transfers in a timely manner. Corine will send along a proposal from Community Bank. They sent one in April of 2019 and no action was taken at the time. The board will look at any proposals that come in before the next board meeting.

There was supposed to be an update on The Empire Cheese Factory- but the representatives were asked not to attend the Village meeting. The Company decided it was premature and the Village will be updated sometime around 8/18/2020. The two choices for a location will be in Cuba, or possibly Fillmore. There are many advantages to keeping the business in Cuba and no reason for them not to stay, but that does not mean they will.

**OLD BUSINESS:**

Mayor Miller asked if there were any other questions, comments or concerns regarding the refuse law changes. **TRUSTEE RAUB MADE A MOTION TO APPROVE THE REVISED SOLID WASTE RULES WITH TRUSTEE BARNES OFFERING A SEOND. ALL IN FAVOR THE MOTION CARRIED AFFECTIVE 9/1/2020.**

There is no update on the water and sewer agreement with the Town of Cuba that pertains to the multiplier. The board would like the multiplier to be 12.5 and 12.5.

Trustee Taylor asked the board to look at the Fund Balance Policy that Corine received as an example from the Village of Barker.

**TRUSTEE RAUB MADE A MOTION AT 8:06 P.M. TO ADJOURN WITH TRUSTEE TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer