



**VILLAGE OF CUBA
BOARD OF TRUSTEE MEETING MINUTES**

JULY 9, 2018
7:00pm

Mayor Michele Miller
Deputy Mayor Douglas Rettig Sr.
Trustee Steven Raub
Trustee Randy Searl
Trustee Lori Sweet

The Village of Cuba Board of Trustees held their monthly Board Meeting on Monday, July 10, 2017 at 7:00 pm in the Cuba Village Hall.

In Attendance: All Board members, Clerk-Treasurer Corine Bump, Deputy Clerk Treasurer Jessie Kernan, DPW Superintendent Rick Hall, Lee Clark.

The meeting was opened at 7:05 pm by Mayor Miller administering the Pledge of Allegiance.

THE APPROVAL OF MINUTES FOR THE JUNE 11, 2018 BOARD MEETING WAS MOTIONED FOR APPROVAL BY TRUSTEE RAUB AND A SECOND WAS OFFERED BY TRUSTEE SEARL. ALL VOTED AYE. MOTION CARRIED.

**Approval of Claims and Bill Payment: Abstracts Voucher #'s 17-67
General Fund-\$46,993.72 Water Fund-\$5,780.64 Sewer Fund- \$15,339.66. In addition the wire transfers for the**

A MOTION TO APPROVE THE CLAIMS AND BILL PAYMENT WAS MADE BY DEPUTY MAYOR RETTIG SR. AND WAS SECONDED BY TRUSTEE SEARL. ALL VOTED IN FAVOR TO CARRY THE MOTION.

The **Police Report** submitted electronically to Mayor Miller by **Chief Burch** and was reviewed and accepted by the Board of Trustees and can be found on file at The Clerk's Office.

The **Code Enforcement Report** was reviewed and accepted by the Board of Trustees and is on file in the Clerk's Office.

The **Wastewater Report** was sent to the Board of Trustees. The report is on file in the Clerk's Office.

The **Superintendent of Public Works Report** was read and submitted by DPW Super Rick Hall and is on file at the Clerk's Office. Rick would like Clerk Bump to check for an easement behind Four Seasons and the old Story Block Building, for water service purposes.

The **Clerk Treasurer's Report** was read by Clerk/ Treas. Bump. The AUD extension has been signed and filed by Mayor Miller and Clerk Bump. The Clerk is once again asking the finance Committee to look into charging a fee to remove water and sewer bills from property owner's

accounts and re-levy on the taxes as many other municipalities charge a fee anywhere from 10% of the amount due - \$150. Clerk Bump also asked the Finance Committee to look into an after-hours re-connect fee for customers whose services are turned off for non-payment. Only 97 tax bills remain unpaid as of 7/6/18.

Budget Transfers:

acct number	acct description	Debit	Credit
A1010-4	BOT CONT	\$0.40	
A1010-1	BOT PR		\$0.40
A1010-4	BOT CONT	\$0.17	
A1450-4	ELECTIONS CONT		\$0.17
A1620-2	BUILDING EQUIPT	\$809.31	
A1620-4	BUILDING CONT		\$809.31
A1620-2	BUILDING EQUIPT	\$116.76	
A1620-42	UTILITIES		\$116.76
A1640-2	GARAGE EQUIPT	\$3,560.02	
A1640-1	GARAGE PR		\$3,560.02
A1640-47	GARAGE IMPROV	\$3,000.00	
A1640-1	GARAGE PR		\$3,000.00
A1640-4	GARAGE CONT	\$94.45	
A1640-1	GARAGE PR		\$94.45
A1640-4	GARAGE CONT	\$610.00	
A1640-42	GARAGE UTIL		\$610.00
A1010-4	BOT CONT	\$96.73	
A1910-4	UNALL. INS		\$96.73
A3620-1	SAFETY INSP. PR	\$1,546.47	
A1989-4	RECOD		\$1,546.47
A3120-4	CG CONT	\$260.80	
A3120-1	CG PR		\$260.80
A3620-1	SAFETY INSP. PR	\$553.67	
A3620-4	SAFETY INSP. CONT		\$553.67
A3620-1	SAFETY INSP. PR	\$367.92	
A4042-4	PET CONTROL		\$367.92
A3620-1	SAFETY INSP. PR	\$770.62	
A5010-1	STREETS ADMIN PR		\$770.62
A5010-4	STREETS ADMIN CONT	\$171.17	
A5010-5	STREETS ADMIN GAS & OIL	\$562.10	
A5010-6	STREETS ADMIN REPAIR	\$800.33	
A5110-12	STREETS OT	\$42.20	
A1910-43	PUBLIC OFFICIAL INS.	\$400.00	

A1620-2	BUILDING EQUIPT	\$623.93	
A1420-4	LEGAL SVC CONT	\$2,812.86	
A5110-1	MAINT. RDS PR		\$5,412.59
A1420-4	LEGAL SVC CONT	\$2,243.84	
A5110-47	MAINT. RDS IMPROV		\$2,243.84
A5110-6	MAINT. RDS REPAIR	\$431.90	
A5110-4	MAINT. RDS CONT		\$431.90
A5142-4	SNOW REMOVE CONT	\$3,252.47	
A5142-1	SNOW REMOVE PR		\$3,252.47
A8010-1	ZONING PR	\$2,258.25	
A5142-1	SNOW REMOVE PR		\$2,258.25
A5182-42	STREET LIGHT CONT.	\$654.38	
A5142-12	SNOW OT		\$654.38
A5142-6	SNOW REMOVE REPAIR	\$500.00	
A5142-5	SNOW REMOVE GAS & OIL		\$500.00
A5142-6	SNOW REMOVE REPAIR	\$1,050.94	
A5110-5	MAINT. RDS GAS & OIL		\$1,050.94
A5110-6	MAINT. RDS REPAIR	\$89.64	
A5110-5	MAINT. RDS GAS & OIL		\$89.64
A7310-1	REC PR	\$2,813.50	
A7140-1	PARKS PR		\$2,813.50
A7140-4	PARKS CONT.	\$391.67	
A7140-1	PARKS PR		\$391.67
A7140-6	PARKS REPAIR	\$34.23	
A7140-1	PARKS PR		\$34.23
A7140-2	PARK EQUIPT.	\$231.91	
A7140-42	PARKS UTILITIES		\$231.91
A8010-4	ZONING CONT.	\$97.99	
A7510-4	HISTORIAN SVC		\$97.99
A8140-41	STORM SEWER IMPROV.	\$100.00	
A8140-5	STORM SEWER GAS & OIL		\$100.00
A8010-1	ZONING PR	\$223.17	
A8410-4	FLOWERS & TREES CONT		\$223.17
A8010-1	ZONING PR	\$200.00	
A8560-42	TREE REMOVE		\$200.00
A9010-8	NYS RETIREMENT ERS	\$3,596.60	
A9030-8	FICA		\$3,596.60
A9010-8	NYS RETIREMENT ERS	\$277.34	
A9040-8	WORKERS COMP		\$277.34
A9060-8	HOSPITAL MEDICAL INS	812.96	
A9720-7	N BRANCH RD INT		812.96

F8310-4	WATER ADMIN CONT.	\$1,749.41	
F8320-11	DEPUTY SNYDER PR	\$2,024.08	
F8320-1	SOURCE OF SUPPLY PR		\$3,773.49
F8320-12	WATER SOURCE OT	\$3,142.10	
F8320-42	SOURCE OF SUPPLY UTIL.		\$3,142.10
F9030-8	FICA	\$277.33	
F9040-8	WORKERS COMP		\$277.33
F9010-8	NYS RETIREMENT ERS	\$1,251.67	
F9060-8	MED INS.		\$1,251.67
G8120-4	SAN. SEWER CONT.	\$2,000.00	
G8110-4	SEWER PERMITS CONT.		\$2,000.00
G8130-4	TREAT. & DISP. CONT.	\$1,758.67	
G8130-42	TREAT. & DISP. UTIL		\$1,758.67
G8130-4	TREAT. & DISP. CONT.	\$104.12	
G8130-6	TREAT. & DISP. REPAIR		\$104.12
G9030-8	FICA	\$277.33	
G9040-8	WORKERS COMP		\$277.33
G9010-8	NYS RETIREMENT ERS	\$1,251.66	
G9060-8	MED INS.		\$1,251.66
G9010-8	NYS RETIREMENT ERS	\$754.00	
G9730.6	EFC LOAN		\$754.00

A motion to approve the above budget transfers was made by Deputy Mayor Rettig Sr. and was seconded by Trustee Lori Sweet . The Clerk Treasurer was give permission to make transfers and amendments appropriate to reconcile account balances should something arise. A motion was made by Deputy Mayor Rettig Sr. and seconded by Trustee Steve Raub. All voted aye. Motion Carried.

Corine spoke to the board that only 97 tax bills remain unpaid and the Clerk Treasurer’s office has collected \$628, 195.15 as of 7/3/18. The credit card portion of the taxes received has been working well except for one issue which has now been remedied. The cd was re-invested for 90 days, and water sewer bills were completed, printed and mailed by 7/3/18. Corine also presented the board approved credits and pool/ sewer credits. All mandated reports have been submitted to appropriate entities and accepted as submitted. The deputy clerk had an issue on 6/28/18 when the clerk treasurer was out of the office. A disgruntled water/ sewer customer was in the office and was demanding his water and sewer services be restored after they were turned off for non/ payment. Jessie informed him that he had to make payment of the unpaid balance before services could be restored. He used many derogatory words against her. She called Corine with questions about procedure for the situation and Corine called the police as it was not the first incident with the customer at the office. Jessie reported the customer smelled of alcohol and the police came to the office for a report. Once in the police hands the man was later arrested. The clerk and deputy clerk spoke with the mayor and have agreed upon further instances with the customer, if they smell alcohol, they will call the police.

The **Committee Reports** were as follows-

The **Refuse Committee**- The refuse committee is going to make changes to the code portion defining household garbage and enforce the covered container law. Furniture will no longer be picked up in either community as it is too heavy and costly each week. The truck is waiting in long lines at the dumping site which delays the procedure.

The finance Committee- Look at verbiage on the reserve funds and how to track the Capital sidewalk account.

The **Parks Committee**- there were some ruts made in Willow Bank by a vehicle turning around. In addition, a picnic table was damaged by someone trying to pick up a table to move it and the bench broke. The people in the vehicle were in the area close to the bathrooms and were there illegally.

The **Personnel Committee**- There is another union meeting on July 18 at 1:30.

The **Mayors Report** was given by Mayor Miller. The mayor inquired to the board about a road closure policy. Rick learned at Highway School each municipality should have a policy in place regarding closures of streets. Rick will get in touch with John Mancinni from NYCOM to see if there is a sample law/ policy to use as a guide. Michele will email NYCOM to inquire.

There is a park use request to lift the open container for Amanda McCumiskey on 8/17/18 for a family party. An insurance certificate was attached to the application and shows coverage.

DEPUTY MAYOR RETTIG SR. MADE A MOTION TO LIFT THE OPEN CONTAINER LAW ON 8/17/18 FROM 5:00-9:00 PM. TRUSTEE SEARL GAVE A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Mayor Miller went to a meeting with Tom Swift and Robert Thomas WWTP operator about a very long overdue report that Tom was supposed to submit in 2015. They discussed what happens when there is a flood and the plant goes into bypass mode, and there is a report that goes along with the bypass and a remedy needs to be found. Tom said he could be done is to have a pump in a strategic location at the cost of \$15,000- \$20,000. Tom is working on a report to send to Mayor Miller and there is a deadline for the report of August 1,2018. In his report it will state that the issue is not the plant it is the creek next to the plant overflowing with the flooding.

Mayor Miller also started an application through the water quality improvement program to get financial assistance for the pump with a deadline of July 22. Mayor Miller also met with Diane Weatherall and Carlos Gildemeister about the crossing guards. They are trying to come up with a remedy for when the crossing guards are out due to illness. They are going to contact the support staff to see if there is anyone willing to sub in cases such as last year when two guards were out sick. They discussed the possibilities of the support staff being paid by the school if it's during their shift, or if not on their shift, the persons could fill out an application with the village and be added to the payroll for such occurrences when they are needed to fill in to continue children's safety to and from walking to school.

Mayor Miller also brought up having cameras installed in the village office. There have been occurrences in the past where cameras would be beneficial have. Trustee Raub states he thinks given the latest occurrence it is a good idea. If people know they are being recorded they tend to relax their attitudes and behave appropriately. The mayor spoke of three occurrences reported to her in the last couple months. Trustee Rettig Sr. said he thought the cameras could be purchased for an affordable amount. There will be a sign posted stating they are being recorded once they are installed. **DEPUTY MAYOR RETTIG SR. MADE A MOTION TO HAVE CAMERAS INSTALLED WITH TRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.** SPW Super Hall and Clerk Treasurer Bump will research closed circuit cameras and bring the information to the board in August. Trustee Raub said he can collaborate on the installation with the DPW crew when it comes time.

Old Business- Deputy Mayor Rettig Sr. asked about the progress with the Little League regarding responsibilities at the park. Mayor Miller said a letter was delivered to Erin Frank's home by the Mayor. Clerk Treasurer Bump will make a call to follow up on the information.

New Business- Trustee Raub asked if the guest at the meeting had anything for the board. Lee Clark stated he was there to follow up about Little League he feels the bill for the broken and replaced flush valve should be at the cost of the village not the little league. The mayor states it's negotiable, and Lee stated he spoke with Matt and Nikki and they were unsure of the result. He said he thought there would be a meeting to wrap up the year and perhaps decisions would be made after playoffs.

Deputy Mayor Rettig made a motion to adjourn the meeting at 8:14 pm with Trustee Raub giving a second, the entire board unanimously agreed, and the motion carried.

Next Committee Meeting will be August 13, 2018 at 6:30pm.
Next regularly scheduled meeting will be August 13, 2018 at 7:00pm.

Respectfully Submitted,

Corine Bump
Clerk-Treasurer