

The Village of Cuba Board of Trustees held their monthly Board Meeting on Monday, June 11, 2018 at 7:00 pm in the Cuba Village Hall.

**PRESENT:** Mayor Michele Miller, Trustees Douglas Rettig Sr, Lori Sweet, Randy Searl, and Steven Raub.

**ALSO PRESENT:** Corine Bump, Clerk/Treasurer, Rick Hall DPW Superintendent, Deputy Clerk Jessie Kernan, and Police Chief Dustin Burch, Matt and Erin Frank, Mary Radomski, Katelyn, Lauryn, Jordyn, and Owen Radomski. Lee Clark and Nicki Clark.

**MAYOR MILLER OPENED THIS MEETING WITH THE PLEDGE OF ALLEGIANCE AND WELCOMED EVERYONE.**

**GUESTS:** Erin Frank spoke as the President for The Cuba Little League- She has been president for six years, She would like to clarify whose responsibilities are whose for the Little League Park. She is upset over a letter received addressing an issue with the bathrooms at Chamberlain Park and would like written documentation clearly stating the expectations of the Little League. Erin would like the duties and responsibilities written down, streamlined so that anyone who is part of the Little League program knows what is expected.

**MINUTES:** The Board was given copies of the 5.14.18minutes. With no corrections to these minutes a **MOTION WAS MADE BY TRUSTEE RAUB AND SECONDED BY TRUSTEE SEARL TO APPROVE THE MINUTES OF 5.14.18. ALL APPROVED.**

**BILLS:** Clerk/Treasurer Bump copied the Board on the 2017-2018 end of the year bills. These bills consist of Vouchers totaling \$18,985.26 with the breakdown by funds as follows:

GENERAL FUND	\$9,370.53
WATER FUND	\$8,747.45
SEWER FUND	\$867.28

The 2018-2019 new year Vouchers 02- 18 totaling \$53,344.60 with the breakdown by funds as follows:

GENERAL FUND	\$53,302.66
WATER FUND	\$ 6.99
SEWER FUND	\$34.95

**A MOTION WAS MADE BY TRUSTEE RETTIG SR. AND SECONDED BY TRUSTEE RAUB TO PAY THE MONTHLY BILLS AS PRESENTED. ALL APPROVED, AND THE MOTION CARRIED.**

**POLICE REPORT:** On file at the Clerk's office. They received a \$27,000 distance learning lab.

**ANIMAL CONTROL:** Linda Botens submitted her animal report. It's noted her budget line is over for the previous fiscal year by 367.92. The amount in the budget allotted is for Linda's salary, nothing in addition to that. Erin Frank spoke about a family in the neighborhood who owns 5 rottweilers, and a Pitbull in addition to other animals on the property. She is inquiring about the number of animals allowed on the property. She was informed that it is a local law that each residence may house no more than 6 animals per parcel. She feels that number is too high especially with the size of the animals across the street and they don't get exercise. She feels it is unfair to the large animals in such a small space. They have come over the fence in the past, and cornered residents on their property. The dogs bark very loud and often. She feels it is a safety concern for the neighborhood and would like to see the law changed. She wanted to know what she could do to start that process. The mayor stated that changing the law is a lengthy process, with research and would probably have to start with a survey of the entire village to canvas and see if the majority would like change. When it comes to dogs, that is handled by the dog control officer. Chief Burch advised her to call the Police Department as that could be helpful keeping the animals in compliance with the codes of the village.

**BUILDING INSPECTOR/CEO:** On File at the Village Clerk's Office.

**SEWER TREATMENT PLANT REPORT:** On file at the Clerk's office

**SUPERINTENDENT OF PUBLIC WORKS:** Superintendent Hall 's report is on file at the Clerk's Office.

**CLERK/TREASURER REPORT:** Jessie and Corine were able to work with Systems East and Allegany County and get the credit card payment directions mailed with the tax bills. Jessie created a form instructing tax payers what to do if they choose to pay with the credit card option. We are now accepting credit card payments for both property tax bills and water/ sewer bills. The tax bills were picked up from the county and were folded, stuffed, stamped, and mailed by May 31, including the escrowed accounts to several banking facilities.

Water/ Sewer Shut offs- 64; 24 hour shut offs sent 6/5/18. Three were turned off for nonpayment. With several promise to pay by the weeks end. As of today, 3 more services will be shut off 6/12/18 for non- payment.

Meters were read last week with only route 5 needing to be re- read. The first time it was read only 61 of 144 meters picked up. The second time the employee read the route only 18 readings were missing.

Many Hometown Hero banners were ordered in the month of May with the majority the week prior to Memorial Day. We had a phone call today from

another state inquiring about the successful program and thanking the VOC for their pride for Veterans.

The NYS Retirement report was submitted and accepted. The NYS 1 has been paid.

Heather Bedow, from Allegany County met with Corine on Tuesday May 29 to discuss the Village's responsibility for turning in Pre-employment physicals for all employees, prior to their start date. If they are not turned in, employees may not begin work per the county. This protocol has always been practice but was last followed through by municipalities in the county in 1985. The county will pay for up to 5 physicals per year for this to be caught up, but going forward all employees on the payroll no matter their role must have one. Currently all of the DPW crew comply which was the county's big concern.

Our office has been working closely with code enforcement to keep up on all the paperwork necessary for the transition to the consortium. We have been watering the plants the beautification committee purchased from time to time on our lunch break, and I would like it noted that Gail Guilfoil, Linda Senefelder, and Linda Botens are reliable volunteers for this task.

Corine and Jessie would like to thank the Mayor, Rick, Randy, RT, the crew and the board for their continued patience as we work to finalize training and get tasks in the village caught up.

The Clerk Treasurer asked that Jessie Kernan be added to all bank accounts as a signer, and she has permission to be able to create, process, and confirm wire transfers and have credit card authorization as today is her 60<sup>th</sup> day of employment.

**RANDY SEARL MADE A MOTION TO APPROVE ADDING DEPUTY CLERK TREASURER JESSIE KERNAN TO THE BANK ACCOUNTS FOR THE VILLAGE OF CUBA, IN ADDITION TO HAVING THE ABILITY TO CREATE, PROCESS, AND CONFIRM WIRE TRANSFERS, AND HAVE CREDIT CARD AUTHORIZATION FOR THE VILLAGE OF CUBA. TRUSTEE RAUB GAVE A SEOND, ALL IN FAVOR AND THE MOTION CARRIED.**

#### COMMITTEE REPORTS:

Sidewalk- Trustee Raub has made a list of at risk sidewalks in the village. He will email the board and the Code enforcement officer his concerns.

Finance Committee- Trustee Rettig Sr. is looking into the possibility of Karl Graves idea thinking it's important for the County to share sales tax with the villages.

Code Enforcement- Code Enforcement consortium. Local laws are now part of ecodes- they can be called up and reviewed.

MAYORS REPORT: Michele recommends we establish a water reserve and sewer reserve fund. While the clerk treasurer is working on transfers and amendments and encumber the money for the deteriorating infrastructure. John Crowley has been appointed to the Planning Board.  
**TRUSTEE RETTIG MADE A MOTION TO APPROVE THE MAYORS APT. TO THE PLANNING BOARD. TRUSTEE RAUB GAVE A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.**

Michele is working with Terry Moot and Ellen Shawl and Rotella Grant Management for a grant application for NYSCR for a Main St. Grant. The resolution reads as follows:

Motion By: Mayor Miller

Seconded By: Trustee Raub

Resolution by the Board of Trustees approving and endorsing the Village of Cuba in its application to the New York State Offices of Community Renewal (OCR) for funding under the New York Main Street Grant (NYMS).

**WHEREAS**, the Village of Cuba desires to apply for up to \$500,000 in financial assistance through the 2018 Consolidated Funding Application (CFA) under the New York Main Street Grant; and

**WHEREAS**, the application proposes funding to assist property owners to complete building renovations to downtown "main street" buildings on East Main Street; and

**WHEREAS**, the proposed funding will contribute to ongoing community revitalization efforts and the ensured preservation of historic buildings in the downtown area; and

**WHEREAS**, the grant application requires that the applicant obtain the approval and endorsement of the governing body of the municipality in which the project will be located.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Village of Cuba approves and endorses the 2018 New York Main Street Grant for assistance prepared and to be submitted by the Village of Cuba.

Passed by the following vote of all Board of Trustee Members voting in favor thereof:

Affirmative Board of Trustees Members:

Affirmative: # 5

Negative: # 0

Abstain: # 0

I, Corine Bump, do hereby certify that the above resolution was passed at a meeting of the Board of trustees held on June 11, 2018 and is incorporated in the original minutes of the Regular Board Meeting and that said resolution has not been altered, amended or revoked and is in full force and effect.

[Official Seal of Municipality

	AYE	NAY	
Trustee Douglas Rettig Sr.	_____	<u>  X  </u>	_____
Trustee Steven Raub	_____	<u>  x  </u>	_____
Trustee Randy Searl	_____	<u>  x  </u>	_____
Trustee Lori Sweet	_____	<u>  x  </u>	_____
Mayor Michele Miller	_____	<u>  x  </u>	_____

OLD BUSINESS: Clerk Treasurer Bump asked for approval to increase Deputy Clerk Kernan's payroll wage as discussed during the hiring process after her completion of the sixty day probationary period as per the 2018-2019 budget in April. Mayor Miller recommended that Ms. Kernan receive the increase in pay as discussed.

NEW BUSINESS: Deputy Superintendent of Public Works Snyder would like to extend his gratitude for the opportunity and attendance at the NYS Rural Water Conference this year.

Trustee Rettig Sr. played a power point presentation and webinar from the NYS Comptroller's office called Reports.

N/A

**WITH NO FURTHER BUSINESS TO DISCUSS A MOTION WAS MADE BY TRUSTEE SWEET AND SECONDED BY TRUSTEE RAUB AND PASSED TO ADJOURN THIS MEETING. ALL IN FAVOR AND THE MEETING ADJOURNED.**

TIME: 8:40 PM

Respectfully submitted,  
C. Bump Clerk/ Treasurer