



# VILLAGE OF CUBA

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

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Michele Miller - Mayor  
Douglas Rettig Sr.-Trustee  
Melissa Blake- Trustee  
Steve Raub- Trustee  
Thomas Taylor- Trustee

Corine Bump- Clerk/Treasurer  
Lori Sweet- Deputy Clerk  
Richard Hall- DPW Superintendent  
Robert Thomas- STP Operator  
Kevin Margerum- Code Enforcer

**PRESENT:** Mayor Michele Miller, Trustee Douglas Rettig Sr., Trustee Blake, Trustee Raub, and Trustee Taylor

**ALSO, PRESENT:** Corine Bump Clerk-Treasurer, Rick Hall DPW Superintendent, and Robert Thomas STP Operator, Cynthia Colley, Averi Saulter, Grace Stolberg, Bailey Rouse.

MAYOR MILLER OPENED THE OCTOBER 14, 2019, MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

Mayor Miller thanked all in attendance.

**GUESTS:** N/A

**MINUTES:** Discussion took place on the minutes of the 9/9/19 Board Meeting. The minutes were forwarded to the Board for review prior to tonight's meeting.

**TRUSTEE STEVE RAUB MADE A MOTION TO ACCEPT THE MINUTES AS WRITTEN WITH TRUSTEE THOMAS TAYLOR GIVING A SECOND. ALL IN FAVOR AND THE MINUTES WERE APPROVED.**

**BILLS:** The bills were reviewed by Mayor Miller, Trustee Rettig Sr., and Trustee Raub prior to tonight's meeting. With there being no questions about the bills,

**TRUSTEE RAUB MADE A MOTION TO PAY THE BILLS WITH TRUSTEE RETTIG SR. GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

**Approval of Claims and Bill Payment:** Abstracts Voucher #'s 20200186-20200254

General Fund – \$31,141.27 Water Fund-\$2,499.00 Sewer Fund- \$4,357.77

TOTAL- \$37,998.04

**POLICE REPORT:** Submitted and on file.

**BUILDING INSP./CEO: NONE SUBMITTED** (Code Officer was out of the office)

**WASTEWATER PLANT REPORT:** Robert reported the plant operated great last month with 98% removal for CBOD and 97% removal for TSS.

Robert billed \$600 for septage.

Received a quote for hauling sludge at \$415 per load for 12 to 14 times the seller is currently at \$350 for 16 to 17 times.

The PTO pump has been delivered undamaged.

Robert sent out a sludge sample for TCLPs at a cost of \$905.

He has submitted a voucher for the Speedes fee of \$2000 yearly charge.

The work of the past month involved fixing the comminutor (grinder) by installing bearings in the lower end which cost \$171 and bearings in the motor adapter for \$278. Robert also received quotes on a replacement, comminutor the Monoflo brand was \$21,037 minus the motor and reducer. The Muffin Monster brand was \$20,829 with a new gear reducer. The useful life under our flow conditions in the industry standard is 10 years. The units were replaced in 1989, 1999, and 2010. (Full report on file at the Village clerk's office.)

Robert mentioned there is an option for composting the sludge. There is also a potential for a county bid for sludge as the village currently pays \$37 plus, per ton to dispose of sludge plus hauling.

**SUPERINTENDENT OF PUBLIC WORKS:**

Rick's monthly water test results for E. coli and coliform were both negative.

10 new lead and copper samples were submitted from different locations.

The crew is continuing to patch potholes as the time and crew size permits.

There were three water and sewer shut off notices for non-payment with only one turned back on.

The W. Main St. drain project is at 95% completion. All that remains is landscaping and the basin tie-in.

The Champlain well house rehab is coming along. The roof has been replaced, windows installed, an interior wall studded up and insulated, the siding and electric portion is going on now.

The leaf box is on the truck and the crew is picking up leaves with the leaf vac as time allows.

Work took place on sites from water repairs on E. Main St. and Grove Street and replace them with 3 inches of binder and 2 inches of 7F blacktop.

Sidewalk blocks were removed for the tree contractor so he could grind the roots and \$300 was removed off his bill for the blocks he broke.

The no parking or standing anytime signs on lower and upper Prospect St. were installed.

Equipment repairs took place on the leaf vac and a new starter was put in the Perkins motor of the street sweeper-it was also inspected.

Truck #3 was serviced and the sewer machine needed a new battery. The full report is on file at the village clerk's office.

Trustee Raub had a question for Rick about the gas leak at the corner of Stevens Ave. and South St. National Fuel was on scene but Rick does not know the results. Trustee Raub states he can still smell gas at the site.

Trustee Taylor had a question about the ditch behind a resident's house on Windsor St. Rick stated that they will clean it as it becomes an issue however he will go out and look at it this week to ensure there's nothing blocking it at this point.

Trustee Blake had a question about a tree branch on the corner of Stevens Ave and South St. that is not the Village's tree however the branch is blocking passage of the sidewalk and would be considered a nuisance branch. The clerk treasurer will send a letter to the property owner and advise that it needs to either be removed or the village crew will do it as a courtesy to protect the safety of the public.

A black walnut tree was cut down on Bishop Street in the Village right away. Sealed bids were accepted for 10 days in the village office. Superintendent Hall opened the first bid from Rusty Rooster Farm LLC and the bid on the log was \$815. A second bid from Leonard Armstrong Junior Custom Country Woods was submitted for \$925.50.

**A MOTION TO ACCCEPT THE BID FROM LEONARD ARMSTRONG JUNIOR CUSTOM COUNTRY WOODS WAS MADE BY TOM TAYLOR AND SECONDED BY STEVE RAUB. ALL IN FAVOR AND THE MOTION CARRIED.**

## **CLERK/TREASURER REPORT:**

Voided checks- Payroll check # 4143-4149

Corine has submitted the NYS 1, NYS 45 and the Retirement report. The Quarterly 941 still remains to be completed by 10/31/19

Corine added the penalty to the remaining unpaid tax bills and uploaded them to the Credit Card collection site. This is the last month for collection in the office. After Nov. 1 they will be relieved on the January Town/ County Bill.

To date the Clerk Treasurer's Office has collected- \$ 662,669.89 leaving a balance of \$42,527.89 of the base amount to be collected by November 1, 2019! (94% of the taxes have been collected.) The office received a phone call from the Allegany County Landbank in September telling Corine they do not owe a tax bill for 95 W Main St. She called the County immediately and they got back to me, that they had a clerical error and in fact our tax levy will be short \$1,425.91 as the property changed hands in February and the County made an error on the levy values. They sent me a corrected zero balance due bill, but that doesn't help the over \$1500 shortfall in the budget.

Corine has been in contact with Nicole from the Accounting Firm Freed Maxick and sent additional requested documents to begin the process.

A resident on E Main had a significant water and sewer leak and has submitted required documentation for a possible credit.

The CHIPS money came in in September and has been added to the accounting software financial records.

Corine received her NYS Municipal Finance officer's card previously paid for.

The CD has been reinvested for 90 days (per the recommendation of the Comptroller's Office to not change anything until the audit is done.)

The NYS Comptroller's Office stopped in to check up on progress after they came out in August and were pleased that the Village has hired an outside firm to work backwards and clear up any issues from 2012- to present.

The part Robert received board authorization to purchase came in, October 3. Corine will attach it to the voucher from when payment was sent and received. Corine will attach the packing slip to the voucher from August.

Pending board approval at tonight's meeting, Corine has the information ready to be official for the potential new employee. The pre-employment physical is scheduled for 10/15/19 at 2 am and the pre-employment drug and alcohol test is scheduled for 10/18/19 at 8:15 am. Pending

notification of passing the physical and the routine/ mandatory drug and alcohol test the new employee's first day will be 10/21/19.

On Friday The Clerk's office received notification of an EZ Pass violation. Trustee Rettig Sr. worked with the VYNCS program to produce documentation for Corine to prove to NYS on Tuesday where the vehicle in question was on 10/1/19. Corine will process the inaccurate ticket when NYS opens on Tuesday 10/15/19.

The office has been flooded with different circumstances daily, and we appreciate the board's patience and the STP/DPW willingness to always lend a hand.

After board review of a dispute form from a resident on E. Main St. submitted a request for a sewer credit due to a significant leak in his basement. 34,000 gallons of water remained in his basement and did not go into the sewer. The appropriate documentation was submitted he paid the balance equal to the last bill and is asking for the credit. Past practice is to accept the submitted dispute if all the appropriate documentation has been presented.

**TRUSTEE BLAKE MADE A MOTION TO ALLOW THE SEWER CREDIT OF 34,000 GALLONS \$280.50 WITH TRUSTEE RAUB GIVING A SECOND ALL IN FAVOR IN THE MOTION CARRIED.**

**COMMITTEE REPORTS:**

**PERSONNEL:** Trustee Steve Raub spoke about the interviews he conducted with Superintendent Hall and STP operator Thomas. The three conducted interviews of several employee candidates over a four-day time frame. After speaking with Hall and Thomas, it was decided to offer the job to Roman Cavalletti. He accepted pending Board approval at the 10/14/19 meeting.

**TRUSTEE RAUB MADE THE RECOMMENDATION TO THE BOARD TO HIRE ROMAN CAVALLETTI AS THE NEW EMPLOYEE FOR THE VILLAGE OF CUBA. THOMAS TAYLOR GAVE A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.**

**STEVE RAUB MADE A MOTION TO WAIVE THE RESIDENCY REQUIREMENT WITH A SECOND GIVEN BY THOMAS TAYLOR ALL BOARD MEMBERS IN FAVOR AND THE MOTION CARRIED.**

**REFUSE:** Trustee Rettig Sr. continues to work with Oakley Sortore from Friendship on the refuse contract.

**FINANCE:** The field auditor from the New York State Comptroller's office stopped in to speak with Corine and Laurie the last week of September. Corine has been working with Nicole from Freed Maxick with the requested information to start the process.

Public Safety: A concern about a property on Upper Mill St was brought to the board's attention by a concerned citizen. The concern is the demolition of buildings and whether the property owner has a building permit. Mayor Miller asked Corine to get in touch with Kevin Margerum to see if a demolition permit has been issued.

Mayor Miller also asked about the property on Medbury that was demolished in September after the fire, and whether the sidewalk has been repaired by the contractor for the demo of the property as they broke the blocks during the demo. The last bit of information she has was the owners had contacted the insurance company and the blocks were to be repaired but that has not happened yet. Corine will email Kevin on Tuesday.

**MAYOR'S REPORT:**

Mayor Miller has been working with legislator John Ricci with the retaining wall on Griffin Creek. The Mayor would like to make a timeline but is restricted by finances at this time. Robert Thomas suggested the Pittsburgh Army Corps of Engineers as they are free of charge and ask kindly for a donation. The county has offered shared services of their expertise and labor services. The materials are approximately \$13,815. Mayor Miller is saying \$20,000 because of the lead paint that's on the current beams that would need to be removed in order for it to be installed into the creek.

It was stated that sheet piling is cost prohibitive because of the cost of the steel. A pour of the concrete is over 50 yards with one yard being \$178 with 4000 pounds of fiber. Forming will be expensive and not a guaranteed solution as there is no room for error. Tom Taylor suggested reaching out to LC Whitford company to see if they had any brainstorm ideas or materials to use. Mayor Miller will reach out to Dan Whitford of LC Whitford company in the coming month.

A member of the Zoning Board of Appeals (ZBA) John Ricci has resigned from the ZBA. Lisa Ricci has been appointed by the mayor as the new ZBA member. She will serve out the remaining term from the present to 2023.

A request was submitted to close Genesee Parkway on December 7 from 4 PM to 9 PM for the Small-Town Christmas festivities.

**TRUSTEE TAYLOR MADE A MOTION TO CLOSE GENESEE PARKWAY WITH TRUSTEE RAUB BE GIVING A SECOND ALL IN FAVOR THE MOTION CARRIED.**

Discussion took place about two local businesses that installed new signs without sign permits. The board will ask code enforcement Officer Kevin Margerum to issue a notice. Jonathan Engall from the New York State Department of Transportation called Mayor Miller last week about the sidewalk issues in front of a local business on route 305. They are trying to work on a safe solution for all parties involved.

The date of the 2020 Village of Cuba Election must be changed from Tuesday, March 17 to Wednesday, March 18 due to the Saint Patrick's Day holiday. A resolution was read by clerk treasurer Bump. It reads as follows:

**LEGAL NOTICE**  
**NOTICE OF OFFICES**  
**TO BE FILLED**  
**VILLAGE OF CUBA**

**WHEREAS**, the next General Election for officers in the Village of Cuba will be held on Wednesday, March 18, 2020

**WHEREAS**, the Board of Trustees must designate by resolution and publish the offices which are to be filled in such election and terms thereof,

**NOW THEREFORE BE IT RESOLVED:** that the Board of Trustees designates for the following offices as vacant at the end of the current official year, to be filled at the Village Election to be held on March 18, 2020 for the following terms:

TRUSTEE -2 Year Term to fill the expiring term of Melissa Blake

TRUSTEE-2 Year Term to fill the expiring term of Steve Raub

October 14, 2019

Corine Bump, Clerk/Treasurer Village of Cuba

Mayor Miller and Trustee Tom Taylor met with a Trail Town Assessment group because they would like Cuba to become a trail town. Cuba is the southern gateway to the Genesee Valley State Park. Several people from the Greenway Trail area met at the Palmer Opera House last week to discuss options. They are most significantly looking for a list of people willing to help or lead committees. Trustee Tom Taylor asked about the bicycle rack that he asked to be removed from the Greenway Trail in Cuba (and it was) and asked if it could be repaired and reinstalled. Rick stated that could possibly be a winter project.

**OLD BUSINESS:** Mayor Miller inquired about the handicap parking on Grace Street. Superintendent Hall Was waiting to paint the stripes on the street until he heard back a solid answer from code enforcement officer Kevin Margerum. Clerk Bump will email Kevin to see where the parking spaces situation stands.

**TRUSTEE RETTIG SR. MADE A MOTION TO ADJOURN WITH TRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MEETING CLOSED AT 8:11 PM.**

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer