

MINUTES  
VILLAGE OF ARKPORT  
REGULAR BOARD MEETING  
\*\*\*\*\* September 15, 2015 \*\*\*\*\*  
6 Park Ave., Arkport, NY

**Call to order:** Regular Board Meeting, 7:00PM

**Pledge to the Flag:**

**Roll Call:** Mayor Charles Flanders Trustee Mike Brewer Trustee Ezra Geist  
Trustee Jon Hedges Trustee Susan Thompson

**Absent Call:** None

**Others Present:** Jennifer Bush, Clerk; Robin Allison, Treasurer; Bob Mauro, DPW; Tom Hunt, Cemetery; Bill Rusby, Codes; Cathy Smith, Book Center; Heidi Beecher; Bill Dugan, WLEA; Madonna Simon, Tribune.

**Introduce new Treasurer:** Robin Allison

**Approval of Minutes-** No corrections or additions to the August 18, 2015 regular board meeting minutes as written.

**M20** Motion made by Trustee Geist, seconded by Trustee Brewer, to approve the minutes of the August 18<sup>th</sup> regular board meeting as written. Roll call. All ayes. Motion carried.

**REPORTS:**

**Cemetery** – Tom Hunt – Report on file (gray) – No lots sold for the month of August and no burials. Trustee Thompson reported they are beginning to lay out a plan for the arbor setting in the cemetery. They would like to plant Rose of Sharon bushes and have a couple of benches for a place for private reflection.

**Code Enforcement Officer-** Bill Rusby – Report on file (green) – Two building permits issued for the month of August. Eleven Certificates of Compliance issued for August. HP Hood is still working on the expansion of their parking lot. He is working on the heating in the office area at the new DPW building and will have Shawn Grasby, Town of Hornellsville Codes Officer, inspect the heating system.

**DPW/Water Department** – Bob Mauro – Report on file (blue) – The steel ceiling and walls are up in the heated shop area. Fire doors are installed. Bill Rusby is almost done with the office area heat. I should be able to finish the insulation and drywall by the end of the month. The County has scheduled the new section of Northridge to be topped in late September. Bob will be pouring cement for a pad for the dumpster at the new DPW building and would like to also pour a pad for the cemetery shed to get a full load of cement. A short load is more expensive. Bob will be meeting Mike from Lu Engineering on Sept. 16<sup>th</sup> to walk the spring line for the survey work for the water project. Bob will also be meeting with Tom Kalacious from the D.O.H. September 23<sup>rd</sup> for the yearly inspection. Bob will need the total water consumption from August 2014 through July 28, 2015. We will need to rent a bull dozer for a day to work on the roadway to the new DPW building. He will get some bank run from Mahanys. Bob will be working on the road crack sealing soon.

**Book Center** – Cathy Smith – Report on file (pink) – There were a total of three hundred and twenty-six books checked out for the month of August. This included two hundred sixty-nine Arkport owned books and fifty-seven books from STLS. Twenty-five interlibrary loan books were ordered. One hundred thirty-two people visited the Book Center. Three volunteers helped out for August. The volunteers for Thursday nights were on vacation for the month of August. The Thursday hours for August were 10:00am to 4:00pm. Cathy sent thank you notes to all the participants who donated to the Summer Reading Program. Cathy attended an STLS meeting this morning 9-15-15, in Coopers Plains to learn information on a possible grant for the Book Center.

**Treasurer** – Robin Allison – Report on file (white) – Profit and loss reports for the August 2015 General Fund, Water Fund and the Capital Fund. General Fund total income was \$3,384.33 and total expenses \$35,567.28. Water Fund income was \$35,470.45 and expenses were \$5,512.08. Capital Fund total income was \$15,025.17 and total expenses were \$6,576.48.

**Resolution# 15-3** – Budget Amendment to the 2015-2016 Budget and adopt the Capital Project Fund Budget.

Increase “Transfer to Capital Project Fund” \$15,025.17 and decrease “Term Bond Principal” \$15,025.17. Also, Increase “Highway Equip. & Capital Outlay” \$12,225.17, increase “Contingent appropriations” \$2,800.00 and decrease “Transfer to Capital Project Fund” \$15,025.17. No net change to budget.

**M21** Motion made by Trustee Brewer, seconded by Trustee Hedges, to approve Resolution#15-3 as presented and read. Roll call. All ayes. Motion carried.

**M22** Motion made by Trustee Hedges, seconded by Trustee Thompson, to approve the Treasurer’s Profit and Loss Reports for August 2015 for the General Fund, the Water Fund and the Capital Fund as provided. Roll call. All ayes. Motion carried.

**Public Comment:** None

**Old Business & Tabled Items:**

**Well House Repair?** Part has not been ordered yet. Bob will look into it. Robin will look for PO.

**Emergency Preparedness: Trustee Thompson**

Went to Bath and spoke with Ken the Deputy Director of the Department of Emergency Management Services. The county is very prepared for any emergency that may occur. She had a tour of the 911 building and was shown how the building is set up for all the emergency agencies to coordinate from one place. Emergency Management Services is the agency we would call initially if we had a disaster. They also have a web site with a lot of information. The Village could set up a workshop to sit down with the local agencies, fire dept, school, etc., and have a verbal run through of what would we do if a disaster occurred. The Mayor of the Village is the official in charge of coordination of the plan. There will be a Spring training session in Bath and Trustee Thompson hopes the Board will attend.

**Update on NYS Clean Water Grant: Trustee Hedges**

Grant was completed and submitted by the deadline.

**New Business:**

**Resolution #15-4: Proclamation to recognize the observance of “Freedom from Workplace Bullies Week”**

Resolution read by Trustee Geist.

**M23** Motion made by Trustee Hedges, seconded by Trustee Brewer, to accept the proclamation as read. Roll call. All ayes. Motion carried.

**Tax and Water search fee:**

The Village has had some resistance to the fee of \$25.00 for our tax and water search fee. After a review of ten surrounding municipalities it was decided to lower the fee to \$10.00.

**M24** Motion made by Trustee Brewer, seconded by Trustee Geist, to change the tax and water search fee from \$25.00 to \$10.00. Roll call. All ayes. Motion carried.

**Ratification of Abstract #3**, Voucher #61 thru #99, in the amount of \$33,051.14.

**M25** Motion made by Trustee Geist, seconded by Trustee Brewer, for the ratification of Abstract #3 as presented. Roll call. All ayes. Motion carried.

Next Board Meeting Date: October 20, 2015

**M26** Motion made by Trustee Brewer seconded by Trustee Geist, to adjourn to executive session at 7:30pm for the purpose of discussing personnel issues. Roll call. All ayes. Motion carried.

**M27** Motion made by Trustee Thompson, seconded by Trustee Brewer, to adjourn from executive session at 7:40pm. Roll call. All ayes. Motion carried.

**M28** Motion made by Trustee Geist, seconded by Trustee Thompson to adjourn from the Board meeting at 7:41pm. Roll call. All ayes. Motion carried.

Respectfully Submitted,  
Jennifer D. Bush  
Village Clerk