

MINUTES
VILLAGE OF ARKPORT
REGULAR BOARD MEETING
*****December 17, 2019 *****
6 Park Ave., Arkport, NY

Call to order: 7:00pm

Pledge to the Flag:

Roll Call: Mayor Charles Flanders Trustee Ryan Beers Trustee Mike Brewer
 Trustee Ezra Geist Trustee Jon Hedges

Absent Call: Ezra Geist

Approval of Minutes: No corrections or additions to the minutes of the November 19, 2019 Regular Board Meeting.

M40 Motion made by Trustee Hedges, seconded by Trustee Beers, to approve the minutes of the November 19, 2019 Regular Board Meeting as written. Roll call. All ayes. Motion carried.

Others Present: Logan Sliter, DPW; Bill Dugan, WLEA; Patty Lupo, Treasurer; Theo Holder, Village Clerk; William Chamberlin, Josh Theilen, Austin Drake.

REPORTS:

Cemetery – Tom Hunt - Absent – Report on file (gray) –Four burials took place. Two lots were sold.

Code Enforcement Officer- Bill Rusby –Absent- Report on file (green) – One Building permit was issued for the month of November.

Code School is in March at the R.I.T. Convention Center

Alan & Sherri Matthews house has been delivered, everything went well, looks very nice.

Bill's new phone is temporarily out of stock, but should have it soon.

DPW/Water Department –Logan Sliter– Present- Report on file (blue) –

Projects: Fall service on all hydrants in the Village has been completed.

Plowing, salting and snow removal when needed.

Brush removal from residents' yards has been picked up.

Logan and Brad have been servicing the seasonal equipment and fleet,
to make sure it's ready for the next season.

Things to discuss: Village water usage is up and the village has another water leak that hasn't been detected, but the exact location hasn't been found yet. Usually water leaks slow down this time of the year.

Book Center – Cathy Smith – Absent -Report on file (pink) – There were a total of 268 books checked out for the month of November 2019. This included 113 Arkport owned books and 74 books from STLS. Twenty interlibrary loan books were ordered. Fifty-two people visited the Book Center. Forty-three children from Lisa's Daycare for story time. Three volunteers helped out for November. Thirty-one books were donated. Many new books have been donated.

Treasurer – Patricia Lupo – Profit and loss reports for November 2019. General Fund income was \$2,043.02 and expenses were \$27,898.88. Water Fund income was \$38,792.79 and expenses were \$10,119.34. Capital Project Fund income was \$85,914.20 and expenses were \$14,625.28.

Abstract #6 for November 2019:

General Fund \$27,898.88	PR & Vouchers #402 thru 422
Water Fund \$10,119.34	PR & Vouchers #180 thru 188
Capital Fund \$14,625.28	Vouchers #34 thru 36
Total \$52,643.50	

M41 Motion to approve Treasurer's Profit and Loss reports for November 2019 for the General Fund, Water and Capital Fund as distributed and reviewed was made by Trustee Ryan Beers, seconded by Trustee Mike Brewer. Roll call. All ayes. Motion carried.

Resolution #19-06 Village Election Polling Place and Hours

M42 Motion to set Village Election Polling Place and Hours will be held in the Arkport Village Community Room, located at 6 Park Ave., Arkport, NY and the polls will be open from 12:00 (noon) to 9:00 pm, Wednesday, March 18, 2020. Motion was made by Trustee Mike Brewer, seconded by Trustee Jon Hedges. Roll call. All ayes. Motion carried.

Resolution #19-07 Election Date Change

M43 Motion was made by Trustee Ryan Beers, seconded by Trustee Jon Hedges to set forth that the Village Election will be held on the 18th day of March, 2020. Roll call. All ayes. Motion carried

Public Comment: None

Old Business & Tabled Items:

Discussion on the policies for any employee using the Village of Arkport's computer systems, internet technologies or e-mail system must adhere to the rules contained in the Village's terms of the written new policy dated 12/17/2019.

M44 Motion was made by Trustee Jon Hedges, seconded by Trustee Mike Brewer to accept the new IT Villages terms and policies. Roll call. All ayes. Motion carried.

Discussion followed on the collection policy for the Community Room and Park rental. The NYS auditors suggested that we have a small checking account for the collection and deposit return fund. At the present time, we do not have any paper trail on the money.

M45 Motion was made by Trustee Jon Hedges, seconded by Trustee Mike Brewer to open a new checking account for the Community Room and Park with two signatures. Roll call. All ayes. Motion carried.

Mayor Flanders asked the Trustee if they wanted to raise the Court Room rental rate to \$200.00 more each year. After a short discussion, Mayor Flanders and Trustee's decided that they would not raise the rent this year or next year. Mayor Flanders stated that the Town of Hornellsville helps the village frequently by using their equipment and shared services.

M46 Motion made by Trustee Mike Brewer, seconded by Trustee John Hedges to leave the rent rate at \$3400.00 month with no \$200.00 increase to the Town of Hornellsville for two years. Roll call. All ayes. Motion carried.

The outside water user's agreement has not been signed yet; Mayor Flanders stated that he would get together with the Town of Hornellsville Supervisor and get back to the Board members next month.

New Business:

Patty Lupo, Treasurer stated that the village has one water account that is not collectible for the Lasnick property on 7 Park Avenue.

M47 Motion made by Trustee Jon Hedges, seconded by Trustee Mike Brewer to write off water account #D001 for previous owner Joel and Eva Lasnick.

Trustee Jon Hedges mention that everyone needs to turn in a wish list to help with the planning for the 2020 budget.

Trustee Ryan Beers stated that he was looking into grant money for storage and management of municipality's records. The grant money would help organize and pay for someone to process all records, converting paper records to digital data.

Next Board Meeting Date: January 21, 2020

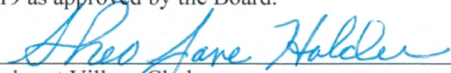
M34 Motion made by Trustee Mike Brewer, seconded by Trustee Ryan Beers, to adjourn the Regular Board Meeting at 7:40. Roll call. All ayes. Motion carried.

Respectfully Submitted,


Village Clerk

STATE OF NEW YORK }
COUNTY OF STEUBEN }

- I, Theo Jane Holder, the undersigned clerk of the Village of Arkport, do hereby certify as follows:
1. A Regular meeting of the Board of Trustees, Village of Arkport, Steuben County, State of New York, was held on December 17, 2019 and said meeting have been duly recorded in the Minutes Book kept by me in accordance with law for the purpose of recording the minutes of meetings of said Village Board.
 2. Said Minutes correctly state the time and place when said Meeting was convened and the Board Members present.
 3. Public notice of the time and place of said Meeting was duly posted and duly given to the public and the news media in accordance with the Open Meeting Law, constituting Chapter 511 of the Laws of 1976 of the State of New York, and that all members of said Village Board had due notice of said Meetings and that the Meeting was in all respects duly held and a quorum was present and acted throughout.
 4. In WITNESS WHEREOF, I have hereunto set my hand and have affixed the corporate seal of the Village of Arkport this 26th day of December, 2019 as approved by the Board.


Arkport Village Clerk