

MINUTES  
VILLAGE OF ARKPORT  
REGULAR BOARD MEETING  
\*\*\*\*\*March 17, 2020 \*\*\*\*\*  
6 Park Ave., Arkport, NY

**Call to order:** 6:30 pm

**Pledge to the Flag:**

**Roll Call:** Trustee Ryan Beers Trustee Mike Brewer  
Trustee Jon Hedges Trustee Ezra Geist

**Absent Call:**

**Others Present:** Theo Holder, Village Clerk; Patty Lupo, Treasurer; Logan Sliter, DPW;  
Tom Hunt, Cemetery.

**Approval of Minutes:** No corrections or additions to the minutes of the February 18, 2020 Regular Board meeting as written.

**M58** Motion made by Trustee Geist, seconded by Trustee Beers, to approve the minutes of the February 18, 2020 Regular Board meeting, as written. Roll call. All ayes. Motion carried.

**REPORTS:**

**Cemetery** – Tom Hunt – Report on file (gray) –No lots were sold and no burials for the month of February took place. Tom stated that he would like to start reducing his hours at the cemetery this summer. He would like to work 10 to 12 hours a week and hire someone to work with the DPW to help with trimming and maintenance at the cemetery. Discussion followed that the Village needs to find someone real soon to fill the time slot. Will need to post a notice around the Village for a cemetery helper needed.

**Code Enforcement Officer-** Bill Rusby – absent, Report on file (green) –One building permit issued for the month of February. Code School was informative, new books and codes have been adopted and will be coming soon. Working on fire inspections for March. Bill's new phone has been sent to him and working well. Thank you everyone.

**DPW/Water Department** –Logan Sliter–Verbal Report–Citizen concerns at this time:  
Lots of concerns about the water project: lawns need to be seeded and driveways need repair after they have been dug up. Brad and Logan have found two water leaks at the trailer park on Peach and Apple Street. Also, one leak on Timmerman Lane.

**Book Center: Cathy Smith – Report on file (pink) –** There were a total of 223 books checked out for the month of February. This included 136 Arkport owned books and 36 books from STLS. Twenty-three interlibrary loan books were ordered. Fifty-five people visited the Book Center. Forty-five children visited from Lisa's Day Care for story time. Four volunteers helped out for February. Ten books were donated.



Cathy Smith will be meeting with the Library Board of Trustees to discuss our next move to become a library. Yearly book tally for 2019 included in folder.

**Treasurer** – Patricia Lupo – Profit and loss reports for February 2020. General Fund income was \$302.57 and expenses were \$16,538.42. Water Fund income was \$44,526.21 and expenses were \$6,709.90 Capital Fund income was \$0.00 and expenses were \$0.00.

**M59** Motion made by Trustee Ryan Beers, seconded by Trustee Mike Brewer, to approve the Treasurer's Profit and Loss Reports for February 2020 for the General Fund, the Water Fund and Capital Fund as distributed and reviewed. Roll call. All ayes. Motion carried.

**Ratification of Abstract** #9 for February 18, 2020 as presented.

General Fund Vouchers #468 thru #487 and payroll in the amount of \$16,538.42.

Water Fund Vouchers #217- #227 and payroll in the amount of \$6,709.90.

Capital Fund Vouchers #none in the amount of \$0.00.

Abstract #9 Totals \$23,248.32.

**M60** Motion made by Trustee Beers, seconded by Trustee Brewer, to approve ratification of Abstract #9 as presented. Roll call. All ayes. Motion carried.

**Public Comment:** Comments from the public are welcome. However, the context and timing are the discretion of the mayor. None

### **Old Business & Tabled Items:**

Snyder Brothers Service for Heritage Hill for grave openings and closing will now be \$550.00 an increase of \$25.00.

**M61** Motion made by Trustee Jon Hedges, seconded by Trustee Ryan Beers to approve the increase of \$25.00 for Snyder Brothers Cemetery Service for grave openings and closings. Roll call. All ayes. Motion carried.

Certificate of Deposit for Heritage Hill Cemetery will mature on February 26. Treasurer Lupo called and found that the best rate for 2 years was at Five Star Bank. Deputy Mayor Hedges agreed that the certificate should be renewed.

**M62** Motion made by Trustee Brewer, seconded by Trustee Geist, to renew the certificate for 2 years with Five Star Bank. Roll call. All ayes. Motion carried.

### **New Business**

Board members reviewed the policy on the penalty fee of 5% added to unpaid water bills not paid by end of month. Discussion followed.

**M63** Motion made by Trustee Jon Hedges, seconded by Trustee Mike Brewer, to approve Resolution #20-06 Whereas, the Board of Trustees shall change the penalty rate from 5% per month to 10% quarterly as read. Roll call. All ayes. Motion carried.



Village Election has been postponed by the governor until April 28, the day of the presidential primary in New York.

**Resolution – Capital Water Project- Budget Modification- Land Rights of Way**

**M64** Motion made by Trustee Jon Hedges, seconded by Trustee Ezra Geist, to approve the decrease of \$9,988.30 in the budget for the Land and Rights of Way expense (from \$10,000 to \$11.70) with a corresponding increase in the contingency. Roll call. All ayes. Motion carried.

Troy & Banks and NYCOM have both been doing surveys of overcharges for any refunds, credits or rebates of gas, electric, telecommunications of billing errors

**M65** Motion made by Trustee Jon Hedges, seconded by Trustee Mike Brewer, to approve an audit to be done by Troy & Banks and NYCOM on overcharges or billing errors for the purpose of securing any refunds. Troy & Banks shall be paid 24% of all monies refunded or credited to the Village.

The Village of Arkport received a letter from TOPS Club, as of March 1, 2020, they will no longer be meeting in the community Room on Monday mornings. They have decided to change their location.

Village Office hours will remain the same, except the office will be closed to the public during the COVID -19.

**Next Board Meeting Date:** April 21, 2020

**M55** Motion made by Trustee Jon Hedges, seconded by Trustee Ezra Geist, to adjourn at 7:45 pm. Roll call. All ayes. Motion carried.

Respectfully Submitted,  
Theo Jane Holder  
Village Clerk



Minutes  
VILLAGE OF ARKPORT  
PUBLIC HEARING - BUDGET  
\*\*\*\*\*March 17, 2020 \*\*\*\*\*  
6 Park Ave., Arkport, NY 14807

**Call to order:** 6:00

**Roll Call:** Trustee Ryan Beers Trustee Mike Brewer  
Trustee Ezra Geist Trustee Jon Hedges

**Absent Call:** None

**Business:** Presentation of the 2020-2021 General Fund Budget, the 2020-2021 Water Fund Budget and the 2020-2021 Capital Fund Budget by Treasurer, Patricia Lupo.

**Public Comment:** None

**Resolution #20-05 Approval of the 2020-2021 General Fund, Water Fund and Capital Fund Budgets.**

Trustee Jon Hedges read totals of proposed budgets.

**M66** Motion made by Trustee Hedges, seconded by Trustee Ezra Geist, to approve Resolution #20-05 as presented with no revisions. Roll call. All ayes. Motion Carried.

**M67** Motion made by Trustee Hedges, seconded by Trustee Geist, to adjourn the Public Hearing Meeting at 6:30. Roll call. All ayes. Motion carried.

Respectfully Submitted,

Village Clerk