

MINUTES
VILLAGE OF ARKPORT
REGULAR BOARD MEETING
*****May 16, 2023 *****
6 Park Ave., Arkport, NY

Call to order: 7:00 pm

Pledge to the Flag:

Roll Call: Mayor George Prete Trustee Mike Brewer Trustee Alan Matthews
Trustee Patricia Amidon

Absent Call: Trustee Ezra Geist

We have a quorum so any business conducted tonight will be legal.

Others Present: Theo Holder, Clerk; Patricia Lupo, Treasurer; Logan Sliter, DPW.

Approval of Minutes: No corrections or additions made to the minutes of the April 18, 2023 (Minutes dated April 25, 2023) Regular Board Meeting.

Motion made by Trustee Patricia Amidon, seconded by Trustee Mike Brewer, to approve the minutes of the April 18, 2023 Regular Board Meeting as approved. Motion carried, all ayes

REPORTS:

Code Enforcement Officer: Bill Rusby – Absent; no information given for meeting

DPW/Water Department: Logan Sliter – Gave update on truck order – should have new truck within a week. Nothing has been done with the 2nd truck, still in the fleet.

Generator – completed and checked over – shipping date in next couple of weeks.

Pump station – replace booster pump (was original), seals were getting bad and needed to be replaced so replaced it with one that we had that was recycled/rebuilt and now in place.

Water main break on West Ave two weeks ago; corner of 36 and West Ave, only two residents were affected. Ductal main break, old utilities, freeze/thaw and a little bit of movement over the years. Dug around gas and two different storm drains and traffic light signals so called in DOT.

Treasurer: Patricia Lupo – Profit and loss reports for April 2023. General Fund income was \$91,426.28 and expenses were \$23,131.60. Water Fund income was \$2,579.89 and expenses were \$7,228.03.

Motion to approve Treasurer's Profit and Loss reports for April 2023 for the General Fund, Water and Capital Fund as distributed and reviewed was made by Trustee Brewer, seconded by Trustee Matthews. Roll call. All ayes. Motion carried.

Abstract #11 Expenses for April 2023:

General Fund \$23,231.60 Vouchers and PR #224 thru 243

Water Fund \$ 7,228.03 Vouchers and PR #101 thru #107
Total \$30,359.63

Motion made by Trustee Matthews, seconded by Trustee Brewer, to approve ratification of Abstract #11 for April 2023 as presented. Roll call. All ayes. Motion carried.

Resolution #23-14 Supplemental Appropriation – to the 2022-23 General Fund Budget -

Covers when we lay out the payroll dates for the year, there are 26 pay periods in the year; as the years go by there are a few more days added to the prior year so this year is what we called a “Catch-up” year; Thursday, May 18, 2023, would have been the last payroll for the entire fiscal year and we are still in the middle of May so the remaining expenses for May would be pushed into June and the June budget will be in the red. This is a catch-up year. Then everything will be fine for the next 4-5 years then we’ll be back in a “catch-up” year. This year is all personnel moving monies around to fill the May 31 payroll to cover this catch-up for this current fiscal year. Motion to approve resolution. Brewer read resolution.

Motion to approve Resolution #23-14: Resolution read by Trustee Brewer; motion made by Trustee Brewer, seconded by Trustee Matthews, all signed to approve ratification of Resolution #23-14 Supplemental Appropriation to the 2022-23 General Fund Budget.

Public Comment: None

Old Business & Tabled Items:

Mayor Prete gave update from his PERMA conference: They (PERMA) now know where Arkport is! PESCH (?) to PERMA like OSHA is to the Government. We need to update Employee Handbook. Worker’s Compensation \$10,000

New Business:

Surveillance cameras being installed. Wires pulled, able to see on phone. No audio but will record – 24 hours read.

Deputy Clerk/Cleaner Position Resolution: We were without a custodian and office coverage when staff were out. Request motion to hire for these positions.

Trustee Brewer read Resolution #23-15 Appoint Deputy Clerk/Custodian - request authorization to hire Bonnie Dungan as Deputy Clerk/Custodial – part-time as needed. Trustee Brewer’s Motion was the reading of resolution, Trustee Amidon seconded Roll call. All ayes. Motion carried

Katie Houy will be moving to outside the village so will need to resign her position on the Zoning Board. Jerry Clark said he has someone interested; waiting to hear. Mayor can appoint; board doesn’t need to approve.

DPW – Logan Sliter – Shared information on a new GPS type digital mapping of the Water System. Cost – access software - \$3,000 cost of the software Questions: \$ in budget to cover this year’s annual cost \$3,500 but giving 25% discount and we will put in our own maps. Any outside training needed? No, pretty basic
Supplemental to Water Fund; funds in the Water Administration Contractual so pull from funds; no need for a resolution

Motion: Trustee Matthews makes the motion to proceed with the GIS Management Software Services; seconded by Trustee Amidon, Roll call. All ayes. Motion carried

Library Update: Trustee Amidon shared with the Board that the entire library has been reconstructed via grant, ADA compliant, and will be having a Grand Opening June 13, 2023; 5:00-6:30 PM – Ribbon cutting This will also be a retirement party for Kathy Smith.

Trustee Amidon brought up the idea of a newsletter. Discussion ensued and all felt was great idea. Could be a duty for the new Deputy Clerk. Cost would be printing/paper but if in with water bill, no increase for postage. Establish a calendar for topics per issue. Discussion ensued and it was felt was a great idea – 4 times/year.

Motion by Trustee Matthews to go into Executive Session; Trustee Amidon seconded.
7:55 into Executive Session.

Regular session reconvened at 8:17 pm

Committee Reports:

Trustee Mike Brewer – Finance & Streets – nothing new to report

Trustee Patricia Amidon – Park – nothing new to report

Trustee Ezra Geist – absent

Trustee Alan Matthews – Water – nothing new to report

Next Board Meeting: June 20, 2023 at 7:00 pm

Motion made to adjourn by Trustee Matthews, seconded by Trustee Brewer. Meeting adjourned at 8:26pm. Roll call. All ayes. Motion carried.

Respectfully Submitted,

Bonnie Dungan
Deputy Village Clerk