

The Village of Cuba Board of Trustees held their monthly Board Meeting on Monday, December 11, 2017 at 7:00 pm in the Cuba Village Hall.

**PRESENT:** Mayor Michele Miller, Trustees Douglas Rettig Sr, Trustee Lori Sweet, Trustee Randy Searl, Trustee Douglas Clayson

**ALSO, PRESENT:** Corine Bump Clerk/Treasurer, Rick Hall SPW, Mary Beth Tyler Deputy Clerk, Robert Thomas STP Super. Ben Seigel, Elana Emerson, Hannah Fuller- for Senior Eco. Gov. Class observation.

**MAYOR MILLER OPENED THIS MEETING WITH THE PLEDGE OF ALLEGIANCE AND WELCOMED EVERYONE.**

**GUESTS:** N/A

**MINUTES:** The Board was given copies of the 11/13/17 minutes. With no corrections to these minutes a **MOTION WAS MADE BY TRUSTEE CLAYSON AND SECONDED BY TRUSTEE SEARL TO APPROVE THE MINUTES. ALL IN FAVOR AND THE MOTION CARRIED.**

**BILLS:** A copy of the Open Invoice report was emailed to the Board members. These bills consist of Vouchers paid prior to the meeting tonight totaling \$43,025.43

The 2017-2018 Vouchers - with the breakdown by funds as

GENERAL FUND	\$24,965.21
WATER FUND	\$4,062.52
SEWER FUND	\$13997.70

With no other questions on the bills and the vouchers viewed prior the meeting by the trustees

**A MOTION WAS MADE BY TRUSTEE AND SECONDED BY TRUSTEE TO PAY THE MONTHLY BILLS AS PRESENTED. ALL IN FAVOR, APPROVED**

**POLICE REPORT: CHIEF BURCH SENT THE POLICE REPORT AND IT IS ON FILE IN THE VILLAGE OFFICE.**

**BUILDING INSPECTOR/CEO:** Linda Botens submitted her report prior to being out of town as did Kevin Margerum who is standing in for her while she is away. Both reports are on file in the clerk's office.

**ANIMAL CONTROL:** Linda Botens sent her report and it is on file at the clerk's office.

**WASTEWATER TREATMENT OPERATORS REPORT:** Robert Thomas was in to present to the board information about the National Grid application to change over to LED lighting at the sewer plant.

**A MOTION WAS MADE BY TRUSTEE RETTIG TO PROCEED WITH THE NATIONAL GRID ASSESSMENT AND PROCEDURE OF CHANGING THE LIGHTING TO LED AT THE TREATMENT PLANT WITH TRUSTEE CLAYSON GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Robert Thomas also spoke about replacing or repairing the trickle filter arm. He received a quote on buying a new one, and from two places making repairs to the one currently at the plant. He recommended using J. Billings for the material and The BOCES Welding class to fabricate the parts using 3003 metal.

**TRUSTEE CLAYSON MADE A MOTION TO USE SEWER TREATMENT PLANT OPERATOR ROBERT THOMAS'S RECOMMENDATION OF USING BILLINGS AND BOCES QUOTE FOR THE TRICKLE ARM FILTER WITH A SECOND GIVEN BY TRUSTEE RETTIG SR.**

RT also spoke about the solids content process, and sludge removal, cleaned the diffusers, and got things balanced out. His next goal is to repair the DBS clarifier 1 bearings. His next goal is to take down the digestors 360 biological diffusers and repair any leaks.

Rick presented a resolution for the DOT annual permit for municipalities who maintain existing utilities or who need to make emergency repairs for an annual Maintenance Permit.

**SUPERINTENDENT REPORT:** On file in the Village office. Superintendent of Public Works Hall submitted the following resolution for approval:

## **RESOLUTION NYS DOT ANNUAL PERMIT**

**WHEREAS,** the New York State Department of Transportation requires Municipalities who maintain existing utilities or who need to make emergency repairs apply for an annual Maintenance Permit and provide proof of insurance before working on such.

**WHEREAS,** the Village of Cuba has applied for a work permit in that past and has utility lines that cross both State Route 446 and 305.

WHEREAS, the NYS DOT has provided an alternative to the PERM 17. A Municipal Undertaking, for PERM 1. The PERM 1 satisfies insurance requirements, avoids bonding for some permits, and will be effective indefinitely, unless rescinded by the municipality or the State. This will alleviate the requirement of filing the PERM 17 with the NYS DOT on a yearly basis.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees, has authorized the filing of the PERM 1, Municipal Undertaking, instead of filing the annual work permit and instead of obtaining PERM 17 Insurance Requirements annually,

This resolution was adopted with a MOTION MADE BY \_\_\_\_\_, TRUSTEE AND SECONDED BY \_\_\_\_\_, TRUSTEE.

A MOTION WAS MADE BY TRUSTEE RETTIG SR. TO APPROVE THE RESOLUTION WITH TRUSTEE SEARL GIVING A SECOND. THE ROLL CALL VOTE WAS AS FOLLOWS:

Mayor Michele Miller	Aye_X___	Nay___
Trustee Douglas Rettig Sr.	Aye_X___	Nay___
Trustee Doug Clayson	Aye_X___	Nay___
Trustee Randy Searle	Aye_X___	Nay___
Trustee Lori Sweet	Aye_X___	Nay___

Rick thanked the crew for all their hard work not only this month but the whole year through. The mayor and board agreed, the village of Cuba crew works very hard and shows pride in the community.

A youth from the community was found to have damaged a young tree in Chamberlain park. His punishment was to write a report about trees. He was very apologetic, and Rick said it seems he learned a lesson about the value of trees.

**CLERKS REPORT:** The audit is almost concluded. The Clerk needs to get some more information to the auditors, so they can wrap it up. There were no shutoffs as everyone either paid or made arrangements to pay. Corine attended a training in Belmont on November 28, 2017 to prepare for credit card payments for the 2018-2019 tax roll. She also learned that now that program will be set up, the village can additional accept payments for code enforcement permits and other areas the village board will accept payment on. The refuse and recycling schedule has been approved by Friendship's Oakley Sortore to be printed and mailed with January's water and sewer bill. Mary Beth is catching on quickly in the office and has been very helpful the last month. The Clerk Treasurer asked for permission for her to be permitted to make deposits at Five Star Bank. We are still receiving orders for Home Town Hero banners. Corine is waiting for a list

from Trustee Rettig for water and sewer credits. The Health Insurance meeting was held 12/1/17 and the deadline for choosing the next year's plan is 12/26/17. There is a training offered for Planning and zoning in February on the 6<sup>th</sup> in Olean regarding SEQR. The crew completed water and sewer routes last week and Mary Beth and Corine are working on a list of re-reads for the crew now. Corine billed the Chamber of Commerce for the impending bill for the internet service for the Veteran's Memorial. The paperwork was submitted for National Grid to hang Christmas decorations and we have not received written approval for them to be hung yet. The clerk's office now has a tax-exempt letter on file from the IRS that the date automatically changes. The clerk secured the energy bid contract with Blue Rock Energy that dual bills with National Grid unlike Direct Energy that has splits bills.

### **COMMITTEE REPORTS:**

Personnel Committee-

Code Committee- Trustee Rettig Sr. recommended that there will be an Informational session at the next meeting to discuss current setback laws and creating more practical regulations for property usage.

Parks Committee- Officer Schostick hasn't put up the cameras to Trustee Clayson's knowledge. The fence is up for the sliders at Willow Bank Park.

Refuse Committee- The contract has been signed and is in the mail for the next five years. There is a grant program for refuse that the board would like to look at. There is no trash allowed from outside the village even if the property owner pays the taxes.

Finance- There was a question about a sewer credit for a property on Water Street due to a break. The board agreed to credit a sewer credit like a pool credit for the water that leaked into the basement and asked that the property owner provide proof of the repair. The clerk/ treasurer and Superintendent Hall are working with Trustee Rettig Sr. with the water/ sewer route reads, and re-reads.

### **MAYORS REPORT:**

Mayor Miller would like to thank the Chamber of Commerce for the Small-Town Christmas for all of the events that were organized and that happened and the DPW for the support that has gone on. RT and Michele went to the SOS Lego Club to observe their work using the water system as an example. The team placed second in their regional division and the middle of the pack for the final competition. Mayor Miller is working with the Town of Cuba regarding the Town share of Mowing and The Town's share of the cost of the street lights with

National Grid Bill. She found old documentation where the agreement was made. She will continue to work closely with all involved. The town cannot access their records because they were sent out over a year ago to be digitized and they are not back yet for them to review. It started as a gateway beautification to both the Town of Cuba and the Village of Cuba. Four lights on the expressway are in the town and four are in the village, so the Town has paid quarterly. Now, unless the town is invoiced, they will no longer pay the bill. The village clerk will invoice the Town of Cuba monthly for half of the expressway light bill. It will be more than \$350 a quarter.

**OLD BUSINESS: NA**  
**NEW BUSINESS: NA**

**WITH NO FURTHER BUSINESS TO DISCUSS A MOTION WAS MADE BY TRUSTEE CLAYSON AND SECONDED BY TRUSTEE RETTIG SR. TO ADJOURN THIS MONTHLY BOARD MEETING. TIME: 8:01 PM**

**RESPECTFULLY SUBMITTED: Corine Bump Clerk/ Treasurer**