

The Village of Cuba Board of Trustees held their monthly Board Meeting on Monday, June 12, 2017 at 7:10 pm in the Cuba Village Hall.

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

ALSO PRESENT: Corine Bump, Clerk/Treasurer, Randy Snyder, SPW Deputy Clerk Natasha Brown, and Police Chief Dustin Burch. Excused- SPW Hall, he is at Highway School in Ithaca.

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

GUESTS:

MINUTES: The Board was given copies of the 5.8.17 minutes. With no corrections to these minutes a **MOTION WAS MADE BY TRUSTEE CLAYSON AND SECONDED BY TRUSTEE RETTIG TO APPROVE THE MINUTES OF 5.8.17. ALL APPROVED**

BILLS: Clerk/Treasurer Bump copied the Board on the 2016-2017 end of the year bills. These bills consist of Vouchers totaling \$27,085.65 with the breakdown by funds as follows:

GENERAL FUND	\$18,150.44
WATER FUND	\$ 548.70
SEWER FUND	\$8,386.51

The 2017-2018 new year Vouchers 01- 18 totaling \$with the breakdown by funds as follows:

GENERAL FUND	\$22,613.75
WATER FUND	\$ 972.81
SEWER FUND	\$8,730.33

There was question as to whether the procurement policy was followed and if three quotes were submitted for the purchase of the Zero Turn Mower. Clerk Bump stated she believed so but Rick is out of town, and she will check with him when he returns.

A MOTION WAS MADE BY TRUSTEE RETTIG SR. AND SECONDED BY TRUSTEE SEARL TO PAY THE MONTHLY BILLS AS PRESENTED. ALL APPROVED, A D THE MOTION CARRIED.

POLICE REPORT: SEX OFFENDER REPORT- There are 9 registered offenders in Cuba which is down from 15 in 2012 when the report began. The

website www.cubapd.org has a link to the registered offenders in Cuba, in addition to monthly and yearly reports for the Cuba PD.

BUILDING INSPECTOR/CEO: On File at the Village Clerk's Office.

ANIMAL CONTROL: Linda Botens submitted her animal report. It's noted her budget line is over for the previous fiscal year by 518.93. The amount in the budget allotted is for Linda's salary, nothing in addition to that. There is question about using village tax dollars to keep cats.

SUPERINTENDENT OF PUBLIC WORKS: Superintendent Hall 's report is on file at the Clerk's Office.

CLERK/TREASURER REPORT: Clerks report on file in the Village Office. Clerk Bump requested authorization to increase the cash drawer in the Office to \$100 from the \$50.00 we currently keep on hand. Without having a bank next door it's impossible to make change during water and tax collection due to the limited amount left in petty cash. We used to keep \$50.00 on hand but with the rate change now we either get wiped out when someone uses a

\$100 dollar bill to pay a minimum water bill and until we can get to the bank if the Deputy Clerk or Clerk Treasurer is working alone it makes making change next to impossible..

Tax collection has begun as of June 1st. Taxes can be paid without penalty until June 30, 2017 after which a 5% penalty is added for July and increases one percent each month until taxes are turned over to Allegany County November 1st, 2017

Clerk Treasurer Bump asked for a motion to authorize the Clerk-Treasurer to make any necessary budget transfers to end the FY 2016/2017 that will be presented at the July 2017 meeting for approval.

We had 214 original late bills, with Randy going out with 68 shut off notices after calls, and emails to late customers. He shut off 6 customers with all but two coming in that day adding a total of \$600 to water sewer bills for revenues. The tenants at Erin Isles are still without water as they have not paid. That is in court proceedings. We have had two bounced checks and will no longer accept checks from anyone after the late notice. If all goes well, we should be able to accept a credit card payment with July's bill for utilities.

A MOTION MADE BY TRUSTEE DOUGLAS GETTIG SR. AND A SECOND BY TRUSTEE LORI SWEET TO INCREASE THE PETTY CASH DRAWER FROM \$50.00 TO \$100.00 IF THIS ABIDES WITH MUNICIPAL LAW. ALL APPROVED, AND THE MOTION CARRIED.

Transfers and Amendments Year End May 31, 2017
General Fund

Expenditures

1. FROM A1325-1 CLK- TREAS. PR 800.54 TO A1325-4 CLERK TREASURER CONTRACTUAL
2. FROM A1325-1 CLERK TREAS PR 866.12 TO A1320-4 AUDITOR CONTRACTUAL
3. FROM A1420-4 LEGAL SERVICES CONTRACTUAL 898.88 TO A1320-4 AUDITOR CONTRACTUAL
4. FROM A1420-4 LEGAL SERVICES CONTRACTUAL 526.89 A1620-2 BUILDINGS EQUIPMENT
5. FROM A1420-4 LEGAL SERVICES CONTRACTUAL 101.29 TO A1620-4 BUILDING CONTRACTUAL
6. FROM A1420-4 LEGAL SERVICES CONTRACTUAL 51.57 TO A001620-42 BUILDING UTILITIES
7. FROM A1640-2 GARAGE EQUIPMENT 177.59 TO A1640-1 GARAGE PAYROLL
8. FROM A1640-2 GARAGE EQUIPMENT 23.99 TO A1640-42 GARAGE UTILITIES
9. FROM A3120-1 CROSSING GUARD PAYROLL 583.20 TO A3620-1 SAFETY INSPECTION PAYROLL
10. FROM A3120-1 CROSSING GUARD PAYROLL 150.00 REGISTRAR CONTRACTUAL
11. FROM A3120-1 CROSSING GUARD PAYROLL 518.93 TO PET CONTROL
12. FROM A3120-1 CROSSING GUARD PAYROLL 318.58 TO STREETS ADMIN CONTRACTUAL
13. FROM A5110-1 MAINTENANCE OF ROADS PAYROLL 11,193.20 TO MAINTENANCE OF ROADS IMPROVEMENT
14. FROM A5110-1 MAINTENANCE OF ROADS PAYROLL 4508.17 TO A5142-4 SNOW RMOVAL CONTRACTUAL
15. FROM A8140-4 STORM SEWERS CONTRACTUAL 25.59 TO A8140-6 STORM SEWERS REPAIR
16. FROM A5110-6 MAINTENANCE OF ROADS REPAIRS 389.00 TO A5142-1 SNOW REMOVAL PAYROLL
17. FROM A5110-6 MAINTENANCE OF RD REPAIRS 617.75 A5142-12 SNOW OT
18. FROM A5110-6 MAINTENANCE OF RDS REPAIRS 485.08 TO SNOW REMOVAL REPAIRS

19. FROM A7310-1 RECREATION PAYROLL 116.45 TO A7310-4 RECREATION CONTRACTUAL
20. FROM A 7140-2 RECREATION PARKS EQUIPMENT 40.51 TO A7140-42 PARK UTILITIES
21. FROM A7410-45 LIBRARY CONTRACT TO 4209.00 A7410-4 LIBRARY STATE AID
22. FROM A8010-1 ZONING PAYROLL 178.59 TO HISTORIAN SERVICES
23. FROM A8010-1 ZONING PAYROLL 500.00 TO PLANNING PAYROLL
24. FROM A8160-45 REFUSE AND GARBAGE CONTRACT 8171.97 TO A8160-4 REFUSE AND GARBAGE CONTRACTUAL
25. FROM A 8140-5 STORM SEWER GAS AND OIL 25.59 TO A8140-6 STORM SEWER REPAIRS
26. FROM A9030-8 FICA 4334.71 TO A9060-8 HOSPITAL AND MEDICAL INSURANCE
27. FROM A9030-8 FICA 2250.00 TO A9010-8 NYS RETIREMENT ERS
28. From a8560-4 SHADE TREES CONTRACTUAL 800.00 TO A8560-42 TREE REMOVAL

EXPENDITURES WATER FUND

1. FROM F8320-11 DEPUTY SPW SNYDER 3918.07 TO F8320-1 SOURCE OF SUPPLY PAYROLL
2. FROM F8320-12 WATER SOURCE OT 3779.50 TO SOURCE OF SUPPLY PAYROLL
3. FROM F8320-4 SOURCE OF SUPPLY CONTRACTUAL -652.83 TO F8320-1 SOURCE OF SUPPLY PAYROLL
4. FROM F9030-8 FICA 2250.00 TO F9010-8 NYS RETIREMENT ERS
5. FROM F8310-4 WATER ADMIN CONTRACTUAL TO F9060-8 HOSPITAL AND MEDICAL INSURANCE
6. FROM F8340-12 WATER TRANS OT TO F8310-111 DEPUTY CLERK
7. FROM F8340-1 TRANSMISSION PAYROLL 552.30 TO F8310-11 PER SERVICE
8. FROM 8340-2 TRANSMISSION EQUIPMENT 112.50 TO F8310-2 WATER ADMIN. EQUIP.

EXPENDITURES SEWER FUND

1. FROM G8130-111 HALL PAYROLL 5773.32 TO G8120-111 SNYDER PAYROLL

2. GROM G8130-11 TREATMENT AND DISPOSAL OTHER 2000.00 TO G8110-4 PERMITS CONTRACTUAL
3. FROM G8130—TREATMENT AND DISPOSAL OTHER 2681.88 TO PER SERVICE
4. FROM G8130-TREATMENT AND DISPOSAL OTHER 3306.55 TO G8130-42 TREATMENT AND DISPOSAL UTILITIES
5. FROM G9030-8 FICA 2250.0 TO G9010-8 NYS RETIREMENT ERS
6. FROM G9030-8 FICA 4266.58 TO G9060-8 HOSPITAL & MEDICAL INSURANCE
7. FROM G8120-11 98.59 TO G9060-8 HOSPITAL AND MEDICAL INSURANCE
8. FROM G8120-5 GAS AND OIL 166.32 TO G8130-5 GAS AND OIL

With no questions on the amendments and transfers to the 2016-2017 fiscal year budget a **MOTION WAS MADE BY TRUSTEE RETTIG SR. AND SECOND BY TRUSTEE CLAYSON TO GIVE THE CLERK/TREASURER PERMISSION TO MAKE THE ABOVE AMENDMENTS AND TRANSFERS. ALL APPROVED**

The Clerk/Treasure asked for authorization to make any necessary budget transfers for the end of the fiscal year 2016/2017 that will be presented at the July 2017 Board Meeting for approval.

A MOTION WAS MADE BY TRUSTEE RETTIG SR. AND SECOND BY TRUSTEE SWEET TO AUTHORIZE THE CLERK/TREASURER TO MAKE END OF THE FICAL YEAR 2016/2017 TRANSFERS AND PRESENT THEM AT THE JULY BOARD MEETING.

COMMITTEE REPORTS:

TRUSTEE CLAYSON MADE A MOTION TO PURCHASE CAMERAS AND AUTHORIZE THE INSTALLATION OF THEM IN WILLOW BANK PARK. TRUSTEE SWEET GAVE A SECOND. ALL IN FAVOR AND MOTION CARRIED.

Water Meter- It has been discussed to allow citizens to purchase a meter from the village and bear the cost of all installation at the residence for outside watering purposes. The Village crew will install the meters and inspect them upon completion and periodically for compliance.

TRUSTEE CLAYSON MADE A MOTION TO ALLOW CITIZENS TO PURCHASE A METER FROM THE VILLAGE AND BEAR THE COST OF ALL INSTALLATION AT THE RESIDENCE

FOR OUTSIDE WATERING PURPOSES AND TRUSTEE RETTIG GAVE A SECOND. ALL APPROVED AND MOTION CARRIED.

Public Safety- No U-turns will be enforced with a zero-tolerance policy.

Water Supply Emergence Plan- A motion made by Trustee Lori Sweet and Second by Trustee Randy Searl to make no changes just to update the contact information.

Trustee Clayson will work with Clerk/ Treasurer Bump to finalize the cell phone policy.

Credit Card Policy-

TRUSTEE RETTIG MADE A MOTION TO ADD SPW. HALL AS AN AUTHORIZED USER AND TRUSTEE CLAYSON GAVE A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

Investment Policy-

TRUSTEE CLAYSON MADE A MOTION TO ACCEPT THE INVESTMENT POLICY WITH CHANGES TO THE CORRECT BANKS AND CHANGING THE CLERK'S NAME TO THE CURRENT CLERK/ TREASURER BUMP. TRUSTEE RETTIG GAVE A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.

Procurement Policy, Sexual Harassment, Workplace Violence Policy- Will revisit in July.

MAYORS REPORT: The Chamber of Commerce would like the board to lift the open container law Friday June 16th 5pm-9pm and Saturday June 17th, Noon to 9:00 pm from Grace St to Orchard St in the Village. **TRUSTEE CLAYSON MADE A MOTION TO LIFT THE OPEN CONTAINER LAW AND TRUSTEE SWEET GAVE A SECOND WITH ALL IN FAVOR AND THE MOTION CARRIED.**

The mayor attended a Shared Services Meeting. There is a choice too have two public meetings by October or wait until 2018 to come up with a shared services plan. There is a meeting next month, and the mayor is looking for shared services ideas to take to the meeting.

Cathy and Tom Burt are interested in purchasing .038 acres of Village owned property. The Village needs to maintain access to the water lines. After discussion Mayor Miller and the trustees DETERMINED THE .038 ACRES OF LAND IS NO LONGER NEEDED AND TRUSTEE RETTIG MADE A MOTION TO DECLARE THE PROPERTY IS NO LONGER NEEDED WITH TRUSTEE CLAYSON GIVING A SECOND, ALL IN FAVOR AND THE MOTION CARRIED. TRUSTEE CLAYSON MADE A MOTION TO SELL THE .038 ACRES TO THE BURTS FOR

\$150.00 WITH A PREVISION THAT THERE IS AN EASEMENT IN THE DEED ALLOWING THE VILLAGE ACCESS TO THE WATER LINE. TRUSTEE SWEET GAVE A SECOND, ALL IN FAVOR AND THE MOTION CARRIED.

Mayor Miller is sending a grant request for \$10,000,000 in funding for a revitalization project to include- sidewalks, senior housing, and businesses on Main St in the Village. The project would create jobs, make the Village more walkable, bikeable and have multiple uses. Only one Ten million grant will be awarded this round but the communities not awarded are automatically entered into another round of \$2 million to \$6 million worth of funding. The Board thanked the mayor for being proactive in searching for funding for the community improvements for our Village.

Intermunicipal Cooperation Agreement

Resolution for 911

INTERMUNICIPAL COOPERATION AGREEMENT

THIS AGREEMENT entered in the 12th day of June 2017 by and between the County of Allegany, a municipal corporation of the State of New York, having an office and place of business at 4884 State Route 19, Belmont, New York, (hereinafter referred to as the "County"), and the Village of Cuba, a municipal corporation of the State of New York, having an office and place of business at 17 East Main Street, New York hereinafter referred to as the "Municipality".

WITNESSETH

WHEREAS, the County has authorized the development and implementation of an Enhanced 911 Public Safety System: and

WHEREAS, a major component of the Enchanted 911 system is its capacity to identify the location of the caller; and

WHEREAS, accurate and up-to-date addresses are essential to development and maintenance of the database for this system; and

WHEREAS, the County has adopted an official numbering policy by Resolution No. 222 of 2000; and

WHEREAS, the County has the resources to offer the Municipality to assist in achieving logical and consistent designation and numbering of right-of-way with the Municipality for existing and

future addresses, in accordance with the Municipality's existing numbering system and the official numbering policy of the County and NENA Standards.

NOW, THEREFORE, in consideration of the premises and the covenants contained herein, the parties hereto do hereby mutually agree as follows:

1. The County will provide right-of-way designation and numbering service commencing on the date of this agreement. This service includes assigning address numbers to all individuals, corporations or other entries establishing an address in the Municipality. Once a numerical designation has been established and issued to the property owner(s) by the County, notice will be distributed as provided in paragraph 6 below.
2. The County will research and advise address plans for private roads in the Municipality which do not have adequate addresses. The research will be performed in consultation with the stakeholders such as the Municipality, landowners, developers, etc. All plans will conform to NENA Standards. Address plans will be presented to the stakeholders prior to notification of affected residents. The County will have the final determination.
3. The County will identify existing address and right-of-way names within the Municipality which are incompatible with the Enhanced 911 system. The agency will research and advise a solution for modified numbering or right-of-way designation. Notice will be distributed as provided in paragraph 6.
4. All right-of-way designations and address plans devised by the County pursuant hereto shall be in accordance with the Municipality's existing addressing system to the extent practical to ensure compatibility with the Enhanced 911 system.
5. Any new or additional signage resulting from the address services provided by the County will be the responsibility of the Municipality and/or affected property owners.

6. "Notice" as used herein shall include to the property or business owner, the Municipality (Town Clerk or designated point of contact), public utilities, the assessor's office and the United States Post Office

7. All Address designations made and adopted pursuant to this Agreement shall be provided to and included in the Enhanced 911 database.

8. The Municipality shall refer all inquiries for new numerical and right-of-way designation to the county for assignment and approval.

9. The Municipality shall conference with the County regarding any road naming or renaming to ensure proposed road/street name conforms with NENA Standards and is compatible with the Enhanced 911 system.

NOW THEREFORE; BE IT RESOLVED by the Board of Trustees that the Village of Cuba will submit the INTERMUNICIPAL COOPERATION AGREEMENT for 2017-2018 as prepared. ADOPTED this 12th day of June 2017 at the meeting of the Board of Trustees.

	A Y E	N A Y
Trustee Douglas Rettig Sr. _____	_____	___ <u>x</u> __
Trustee Douglas Clayson _____	___ <u>x</u> __	_____
Trustee Randy Searl _____	___ <u>x</u> __	_____
Trustee Lori Sweet _____	___ <u>x</u> __	_____
Mayor Michele Miller _____	___ <u>x</u> __	_____

NEW BUSINESS: N/A

OLD BUSINESS:

N/A

WITH NO FURTHER BUSINESS TO DISCUSS A MOTION WAS MADE BY TRUSTEE RETTIG AND SECONDED BY TRUSTEE SWEET AND PASSED TO ADJOURN THIS MEETING. ALL IN FAVOR AND THE MEETING ADJOURNED.

TIME: 8:52 PM

Respectfully submitted,
C. Bump Clerk/ Treasurer