



**VILLAGE OF CUBA
BOARD OF TRUSTEE MEETING MINUTES**

December 10, 2018
7:00pm

Mayor Michele Miller
Deputy Mayor Douglas Rettig Sr.
Trustee Steven Raub
Trustee Randy Searl
Trustee Lori Sweet

The Village of Cuba Board of Trustees held their monthly Board Meeting on Monday, December 10, 2018 at 7:00 pm in the Cuba Village Hall.

In Attendance: Mayor Miller, and Trustees Raub, Searl, Sweet, and Deputy Mayor Rettig Sr. Clerk-Treasurer Corine Bump, DPW Superintendent Rick Hall, Sewer Treatment Plant Operator Robert Thomas. No guests present.

The meeting was opened at 7:00pm by Mayor Miller leading the Pledge of Allegiance.

THE APPROVAL OF MINUTES FOR THE November 7, 2018 MEETING WAS MOTIONED FOR APPROVAL BY DEPUTY MAYOR RETTIG SR. AND A SECOND WAS OFFERED BY TRUSTEE RAUB. ALL VOTED AYE. MOTION CARRIED.

Approval of Claims and Bill Payment: Abstracts Voucher #'s 20190280-20190344
General Fund- \$58,472.86 Water Fund-\$14893.41 Sewer Fund-\$12142.64
TOTAL \$85,508.91.

A MOTION TO APPROVE THE CLAIMS AND BILL PAYMENT WAS MADE BY DEPUTY MAYOR RETTIG SR. AND WAS SECONDED BY TRUSTEE RAUB. ALL IN FAVOR AND THE MOTION CARRIED.

Police report- Submitted and on file in the clerk's office

The Code Enforcement Report – On file in the clerk's office

Waste Water Treatment Facility Report- Robert thanked Rick for lining up the County to do the three hundred feet of work on the creek. He thinks it will help the overall stream. He said it is something that should be done frequently. He said he understands the county can't be asked yearly to do the work, but it would be nice if the Town of Cuba could do three hundred feet of work in a section as the permit allows. With the County, The Town and The Village working together he thinks they could create a beneficial impact with the work.

Robert received the paperwork for the waste hauler renewal. Kris and Robert televised the effluent line for the engineers. The picture quality was very poor due to the high flows. At the time they were televising they were over a million gallons a day. Robert hopes they can televise it again and get better pictures. They met all the permits for the month of November. Robert

billed \$1365.00 for septage. TJ Shaw from the Village of Portville is going to come to Cuba to test the backflow preventers. Robert also attended a District #5 Sewer meeting with Douglas Rettig Sr. and Steven Raub and some Town of Cuba Officials. Robert said that the readings this quarter are more accurate. Robert is watching for any issues. Robert said the Village expanded the capacity in 2010, and he thinks the Town of Cuba is obligated to pay for forty percent of the treated sewage based on the number of connections.

The **Superintendent of Public Works Report** was read and submitted by DPW Super Rick Hall and is on file at the Clerk's Office. The monthly water test results for e coli/ coliform are both negative. The drainage project on W. Main St.- 80' more pipe installed and buried for safe passage through the winter.

The **Clerk Treasurer's Report** was read by Clerk/ Treas. Bump, Water and Sewer- Only one service was shut off with a tenant residing inside.

There were a few issues with the meter readings this month, but they were remedied fairly quickly and all the reads were completed in 4 days. One mystery was solved about two of the reading routes repeated issues, and it is the way the routes are being read by the employee. Randy Snyder and Kris Krzos have been working on the re reads. Corine paid the Retirement invoice for 2019. The NYS 1 and Retirement report were submitted and accepted. Corine has ordered the forms for W2s and 1099s. The Health Insurance Information has come in and this year the cost has gone down. Corine put a note in all employee's paychecks with the option of taking the Village's Health Insurance and asked for any changes to be reported by 12/27/18. Only two people have responded so far, and they are staying the same. Corine emailed the board last week asking for permission to close the office on 12/26/18. Corine is on vacation and Jessie has holiday plans with her family that day. Thank you in advance for consideration. Corine spoke at length with Sandra Snyder at Rural Development regarding the AUD update. She thanked me for the update, and we are keeping in contact via email. I sent a few reports to her in the meantime.

Corine asked the board to approve a transfer and amendment of \$250.00 from A008560-4 to A008560-42 to balance the over budget account.

TRUSTEE RAUB MADE A MOTION TO APPROVE THE TRANSFER OF \$250.00 FROM A008560-4 TREES TO A008560-42 TREE REMOVAL LINES, TRUSTEE SEARL GAVE A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

There was discussion of A001440-4 Engineer Contractual being over budget with the payment for Barton and Loguidice and it was agreed to hold off on transfers until the final bill comes in.

TRUSTEE RAUB MADE A MOTION TO CLOSE THE OFFICE 12/26/18 AND TRUSTEE SEARL GAVE A SECOND, ALL IN FAVOR AND THE CLERK'S OFFICE WILL BE CLOSED 12/26/18.

The **Committee Reports** from Deputy Mayor Rettig Sr. Full report on file at The Clerk's Office - **Finance:**

Utility audits:

I am still trying to make final contact with Computel Associates via email with no results. This has been ongoing since early 2016 and so far, hasn't produced any tangible results. I think that a certified letter stating our desire to end this project is in order as Their representatives have continually claimed that my emails have not been getting through to them until his 3rd or 4th attempt each time – and then I simply get copies of their past responses indicating no progress yet.

Logics:

It seems that there are still problems with their program and our data, Corine has been in contact with them but they seem very slow to respond with fixes. Right now, Logics figures do not agree with our adopted budget. Mayor Miller and the Board discussed reviewing the Logics contract and looking at other software options.

Town Cuba Lake Sewer District:

Two meetings with the Town (Lon Sweet & Michele Conklin) have been held by Steve Raub, Doug Rettig, Sr., and RT, to review the current operations of the metering equipment and its installation. Some progress has been made in getting a proper reading as to the flow, and more research is ongoing. The Town records of the project installation are quite slim in that regards, so we are checking out what we can without digging things up – but that might become a necessity.

A review of all the other special water and sewer Districts is also underway, with many of them having expired – all but the lake is for 5-year durations – and they all contain the provision for the Village to apply the 1.25 multiplier to the charges.

Refuse:

We had a meeting with Friendship last week and it seems that Friendship feels that they haven't been charging us enough for administration expenses – more to surface on that.

The problems with wasted time due to long waits at the landfill to problems with the regen feature on the packer was discussed but no solutions were arrived at.

Some modifications to Cuba's rules were also presented and we will be making some changes regarding construction debris, number of allowed containers, dumpsters and rental cleanouts soon – probably to be acted on at the January meeting.

The **Mayors Report- Mayor** Miller completed an Annual Review for Robert and Corine completed an annual review for Jessie. Mayor Miller will complete reviews for Corine and Rick before the month is up.

Mayor Miller has previously circulated information about converting the Village streetlights to LED. At first Mayor Miller thought it seemed to good to be true and Mr. Paul Kazmierczak from National Grid discussed the possible conversion with Mayor Miller. The Village of Cuba is in a unique position where the Village of Cuba has a net ending value of what we have will be less

than what the incentive would be to convert to LED. The net book value of the current streetlights we have is \$6,947.19. The Village of Cuba would have to pay that cost up front. After the plan is implemented, the Village of Cuba could receive an energy incentive of \$12,900.00. Making the conversion of the cobra style street lights in the Village for no charge. The process involves the Village of Cuba submitting a request to participate and National Grid would send the Village an inventory of the lights, after which a committee would get together to decide the wattage. Mr. Kazmierczak thinks it would take two- four months, and the Village would have to pay the fee and be out the money until the next fiscal year and would then see the rebate in three to four months. There are not solid figures for the efficiency or how much the Village would save switching to LED lighting. The board all agrees that it will be a cost savings and beneficial in the long run. Mayor Miller has drafted a letter in anticipation of the Board voting to convert to LED lights.

TRUSTEE RAUB MADE A MOTION TO PURSUE THE CONVERSION TO LED STREETLIGHTS THROUGH NATIONAL GRIDS INCENTIVE PROGRAM, WITH A SECOND BY DEPUTY MAYOR RETTIG SR. ALL IN FAVOR AND THE MOTION CARRIED.

Old business: N/A

New Business- NA

DEPUTY MAYOR RETTIG SR. MADE A MOTION TO MOVE INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL. TRUSTEE SEARL GAVE A SECOND AND THE BOARD MOVED INTO EXECUTIVE SESSION AT 7:50.

DEPUTY MAYOR RETTIG SR. MADE A MOTION TO MOVE OUT OF EXECUTIVE SESSION AT 8:10 PM WITH TRUSTEE SWEET GIVING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.

A MOTION TO INCREASE SEWER TREATMENT OPERATOR ROBERT THOMAS' SALARY \$2,500.00 BEGINNING JANUARY 1 ,2019 WAS MADE BY TRUSTEE RETTIG SR. AND A SECOND WAS GIVEN BY TRUSTTEE SEARL. ALL IN FAVOR AND THE MOTION CARRIED.

DEPUTY MAYOR RETTIG SR. MADE A MOTION TO ADJOURN THE MEETING AT 3:39 PM WITH TRUSTEE RAUB GIVING A SECOND. ALL IN FAVOR AND THE MEETING CLOSED.

Respectfully Submitted,

Corine Bump
Clerk-Treasurer