

The Cuba Village Monthly Board Meeting was held on Monday May 14, 2018 at 7:00 pm in the Cuba Village Hall, 17 E. Main St.

PRESENT: Mayor Michele Miller, Trustees Lori Sweet, Douglas Rettig Sr., Randy Searl and Steven Raub.

ALSO, PRESENT: Superintendent of Public Works Rick Hall Deputy Clerk/ Treasurer- Jessie Kernan, Clerk/ Treasurer – Corine Bump, Animal control/Code- Linda Botens

MAYOR MILLER OPENED THE MEETING WITH THE PLEDGE OF ALLEGIANCE.

GUESTS: Linda Botens- Linda addressed the board and put in her resignation as code enforcement and animal control officer for the Village of Cuba. She would like to continue to volunteer for the Village and thanked everyone for letting her be a part of the community. She values the trust the board put in her. Her last day of employment will be 6/11/18.

MINUTES: The board was sent the minutes from the April 2018 meeting. With no discussion on these minutes a **MOTION WAS MADE BY TRUSTEE SWEET TO APPROVE THE MINUTES AS SENT AND SECONDED BY TRUSTEE RAUB THE MOTION CARRIED.**

BILLS: The Board members were given a copy of the open invoice batch of bills to be paid this month of which bills were paid prior to the meeting totaling \$15,619.94. The remaining bills to be paid totaled: \$20,231.20. The following is a breakdown of the remaining bills:

GENERAL FUND	\$16,064.30
WATER FUND	\$2,665.01
SEWER FUND	\$1,501.89

A MOTION WAS MADE BY TRUSTEE RETTIG SR. AND SECONDED BY TRUSTEE RAUB TO PAY THE MONTHLY BILLS. UNANIMOUSLY APPROVED.

POLICE REPORT: The report was emailed by Chief Burt in order to conserve paper for the town and copies are on file at the Village Office.

BUILDING INSPECTOR/ CODE ENFORCEMENT: Report on file in the Clerk's Office at The Village Hall.

ANIMAL CONTROL: Report on file in the Clerk's Office at The Village Hall. Linda ran a report on the number of chickens and what varieties of chickens are in the village. Each resident can have up to six animals and there are no roosters in the village. She has

captured close to 800 cats during her time as animal control for the village. The amount of chickens has increased significantly inside the village. The current coops are appropriate with adequate locks and watering systems.

PUBLIC WORKS: Report on file in the Clerk's Office at The Village Hall. Mayor Miller asked SPW Hall about the handicap access ramp that crosses the creek from Willow St. to Mill St. A citizen had a concern it was becoming in-accessible for handicap persons. He will look to ensure it is handicap accessible with no issues. Trustee Raub had a question about what was in a holding tank down by the Greenway trail with fluid leaking out of it as he was concerned and didn't know the answer. The tank has water the Town uses for projects.

CLERK/ TREASURER REPORT: Water and Sewer Bills are being paid by consumers. The penalty posting has been processed. Water and sewer relevies were sent to be added to the taxes, the relevied amounts was for one homeowner, while the rest were former tenants leaving the property owner with the bill. Deputy Clerk Treasurer Kernan said she is learning new things daily and she is becoming familiar with the ins and outs of the Village Office. Corine and Jessie also thanks Rick, Randy, RT and the whole crew for their continued work in the village keeping it running smoothly and efficiently. The retirement report for a crossing guard has been turned in to NYS retirement system. The Thursday before the new NYS retirement system was to go live, we were notified that it was being postponed until 2020. Corine and Jessie are working on account reconciliation and transfers. Tax bills will arrive in the clerk's office within the next week, Corine and Jessie will begin preparing them to mail.

COMMITTEE REPORTS:

CODES: Trustee Rettig Sr. put together a packet about joining a consortium for the code enforcement process. The cost to the village will be \$5 per parcel. This will affect seven chapters of the village code. Trustee Rettig Sr. has concerns that the village is having difficulty retaining a competent code enforcement officer and there is not enough money to pay a full-time code officer. He states the advantages are they provide a competent and trained Code Enforcement Officer, it reduces the cost to the village and the CEO is available as needed. He would like the board to begin June 1st to match the fiscal year, He would like to see a monthly report to the board, and wants to know if the consortium is okay with processing violations of the sidewalks and solid waste chapters. TRUSTEE RETTIG SR. MADE A MOTION TO JOIN THE CODE ENFORCEMENT CONSORTIUM WITH PHILLIP STOCKTON OUT OF CANEADEA USING KEVIN MARGERUM WITH IT IN WRITING THE ASSURANCES OF A STARTING DATE, A MONTHLY REPORT, TRUSTEE SEARL GAVE A SECOND AND THE MOTION CARRIED WITH ALL IN FAVOR.

FINANCE- Doug Rettig Sr. has been working with a firm to analyze the utility bills to ensure the village has not been overcharged. It was found no more money was owed to the Village per the energy audit.

PERSONNEL- The new deputy clerk treasurer is settling in well. She has taken her new job seriously and is learning daily. She has completed reports and has learned how to process payroll and water sewer payments. The rec applications are due 5/23/18. There will be another union negotiations meeting 5/23/18.

MAYORS REPORT: Mayor Miller reported that the tree board planted 3 new trees. The mayor asked the board to allow Corine, and Rick to carry over their unused vacation days from the 2017-2018 fiscal year as they have not had the time to take the days off with personnel using their time off allotments and staff changing. **TRUSTEE RETTIG SR. MADE A MOTION TO ALLOW CORINE, AND RICK TO CARRY OVER ANY UNUSED VACATION DAYS AND TRUSTEE SWEET GAVE A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

DOUG RETTIG SR. MADE A MOTION TO HAVE THE PERSONEL COMMITTEE LOOK AT THE HANDBOOK AND SEE IF THE VILLAGE'S POLICY NEEDS CHANGED TO ALLOW EVERY SALARIED EMPLOYEE THE OPTION OF BANKING UNUSED VACATION TIME UP TO A CERTAIN NUMBER OF DAYS. TRUSTEE RAUB GAVE A SECOND AND THE BOARD WILL PROCEED WITH LOOK AT VACATION DAYS BEING CARRIED OVER.

Mayor Miller appointed Kevin Margerum as Code Enforcement officer as of 6/11/18. Mayor Miller also appointed Jessie Kernan as Deputy Clerk/ Treasurer and Linda Botens as a volunteer to help the code enforcement officer and any other capacity she would like to donate her time. Trustee Rettig Sr. made a motion to accept the Mayor's appointments with Trustee Searl giving a second.

The Beautification Committee has set planting day for May 23rd at 10:00 am with a rain date of 5/24. The Memorial Day parade has been set for 5/28/18 at 10:00 am and will proceed to Genesee Park for Memorial Day services.

The Chamber will have Dairy Days 6/15 and 6/16. Mayor Miller submitted an AARP grant for enhancements to Willow Bank Park. Mayor Miller spoke with County Planning member Kier Dirlam- about some property owners on Main St. Terry Moot, Ellen and Mike Shawl- working on letters of commitment to help with grant writing and their buildings.

NEW BUSINESS: Animal control- Mayor Miller asked the board about the animal control issue. With Linda retiring there will be a higher vet bill to vaccinate and treat the captured cats, the village would have to find a new person to do the job, and feed and store the cats once captured until they are adopted out. Each year the budget line is

over. The village has been fortunate in having Linda because the traps, vet care, and food was partly a donation from Linda. With Mrs. Botens contract up, the board discussed putting the responsibility of nuisance animals back on the property owner. Any issues with pooper scooper, leash law, or number of animals will fall under the code enforcement. The board discussed the matter and thought it would be beneficial to take a year off from catching cats. The clerk will put a note in the Cuba Patriot that Linda is no longer animal control and the only matters the Village will handle falls under code enforcement. It was agreed this is a sensitive issue and the board understands the humane nature of the issue. The mayor would like a list of referrals if a call comes in. **TRUSTEE RAUB MADE A MOTION TO DISCONTINUE THE ANIMAL CONTROL PROGRAM AND A SECOND BY TRUSTEE SEARL TO BE RE-VISITED AS NECESSARY. ALL IN FAVOR AND THE MOTION CARRIED.**

OLD BUSINESS- N/A

TRUSTEE RETTIG SR. MADE A MOTION TO MOVE INTO EXECUTIVE SESSION AT 8:13 PM TO DISCUSS PERSONNEL, TRUSTEE SWEET GAVE A SECOND. the board moved into executive session.

TRUSTEE RETTIG SR. MADE A MOTION TO MOVE OUT OF EXECUTIVE SESSION AT 8:19 PM WITH STEVE RAUB GIVING A SECOND. The board moved out of executive session.

TRUSTEE RETTIG SR. MADE A MOTION TO ADJOURN AT 8:19 PM WITH TRUSTEE RAUB GIVING A SECOND. MADE A MOTION TO ADJOURN WITH TRUSTEE RETTIG SR. GIVING A SECOND. ALL IN FAVOR AND THE MEETING ADJOURNED AT 8:19PM.

RESPECTFULLY SUBMITTED

**C. Bump
Clerk/ Treasurer**