

ORGANIZATIONAL MEETING
PUBLIC HEARING – VILLAGE BUDGET 2015-16
WEDNESDAY, APRIL 8, 2015
7:00 P.M.

- PRESENT: Mayor Kerr, Trustees Strickland, Griffin, Rupp and Stoltenberg, Clerk Stockman and SPW Steve Smuda.
- OPEN HEARING: Mayor Kerr opened the Public Hearing at 7:00 P.M.
- PURPOSE: The purpose of this Public Hearing is to answer questions and hear comments from the public on the proposed Village Budget for fiscal year 2015-16. No one from the public attended this hearing.
- CLOSE HEARING: Mayor Kerr closed this hearing at 7:07 P.M.
- ADOPT BUDGET: Trustee Rupp moved to adopt the 2015-16 Village Budget as presented. Trustee Griffin seconded the motion. Carried. The 2015-16 Village Budget was adopted by the Board of Trustees of the Village of South Dayton on April 8, 2015 and a copy thereof is included at the end of the April 8, 2015 minutes.

Paula J. Stockman
Clerk of the Board

ORGANIZATIONAL MEETING

- PRESENT: Mayor Kerr, Trustees Strickland, Griffin, Rupp and Stoltenberg, Clerk Stockman, SPW Smuda and Ruth Bennett (arr. 7:40 P.M.).
- CALL TO ORDER: Mayor Kerr called the meeting to order at 7:10 P.M. and led in reciting the Pledge of Allegiance.
- OATHS OF OFFICE: Mayor Kerr, Trustee Strickland, Trustee Rupp and Clerk Stockman each recited the Oath of Office and signed the official Oath Book.
- MAYOR'S APPOINTMENTS & COMMITTEES: Mayor Kerr gave each Trustee a booklet of all his appointments and committees. The book is kept on file at the Village Office.

ORGANIZATIONAL RESOLUTIONS

Mayor Kerr also included in the booklet all the organizational resolutions. They are as follows:

BE IT HEREBY RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF SOUTH DAYTON to allow the Treasurer to invest money not currently is use in savings accounts and certificates of deposit without Board approval in order to take advantage of interest gains to the Village budget and she shall be allowed to transfer funds from the accounts as needed within each fund.

ALSO BE IT FURTHER RESOLVED to set the value of fixed assets to be inventoried yearly at more than \$1,500.00. All other items are considered supplies or materials.

BE IT FURTHER RESOLVED to adopt the Procurement Plan and Emergency Response Plan currently in place after being reviewed by the Board of Trustees.

RESOLUTIONS
CONT'D:

ADVANCE APPROVAL OF CLAIMS

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight, and express charges, and

WHEREAS all such claims shall be presented at the next regular meeting for audit, and

WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

MILEAGE ALLOWANCE

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal vehicles while performing their official duties on behalf of the Village,

NOW THEREFORE BE IT RESOLVED that the Board of Trustees shall approve reimbursement to such officers and employees at the rate of \$.50 per mile.

ATTENDANCE AT SCHOOLS AND CONFERENCES

WHEREAS there is to be held during the coming official year meetings, seminars, conferences and training schools for village employees and elected officials, and

WHEREAS it is determined by the Board of Trustees that attending by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality,

NOW THEREFORE BE IT RESOLVED that the employees and elected officials are hereby authorized to attend the necessary schools, meetings, seminars and conferences.

Trustee Rupp moved to adopt the above Organizational Resolutions. Trustee Strickland seconded the motion. Carried. The Organizational Resolutions were adopted by the Board of Trustees of the Village of South Dayton on April 8, 2015.

Paula J. Stockman
Clerk of the Board

OTHER
DESIGNATIONS:

Mayor Kerr also made the following designations:

Village Board meetings will be the second Wednesday of each month, held in the Village Office at 7:00 P.M.

Official Banks: Evans Bank & Cattaraugus County Bank

Official Newspaper: Jamestown Post Journal

MINUTES:

Copies of the minutes from the last regular meeting (3/11/15) were given to the Board. Trustee Rupp moved to approve the minutes as presented. Trustee Stoltenberg seconded the motion. Carried.

TREASURER'S
REPORT:

Copies of the Treasurer's Report were given to the Board. Fund balances were as of 3/3/1/15 and included:

GENERAL FUND: **\$ 66,419.85**

Checking	\$ 20,798.54
Savings	33,671.64
Equipment Savings	11,819.67
Village Clerk Petty Cash	80.00
Court Clerk Petty Cash	50.00

SOLID WASTE: **\$ 3,440.80**

Checking	\$ 3,420.80
Petty Cash	20.00

WATER FUND: **\$ 39,194.73**

Checking	\$ 16,319.56
Water Savings	11,840.01
Water Debt	11,035.16

SEWER FUND: **\$ 6,792.14**

Checking	\$ 2,651.35
Sewer Savings	4,140.79

TRUST & AGENCY: **\$ 0.00**

Trustee Stoltenberg moved to accept the Treasurer's Report as presented. Trustee Rupp seconded the motion. Carried.

ABSTRACTS OF
AUDITED
VOUCHERS #11:

Copies of the Abstracts of Audited Vouchers #11 were given to the Board. Bills presented for payment authorization included:

GENERAL FUND: \$ 4,384.89

SOLID WASTE: \$ 331.13

WATER FUND: \$ 1,451.96

SEWER FUND: \$ 3,855.19

Trustee Rupp moved to authorize the Treasurer to pay the bills presented on the Abstracts of Audited Vouchers #11. Trustee Griffin seconded the motion. Carried.

PUBLIC WORKS: Street Sweeper – made quite a few repairs and has swept some of the streets. The sweeper needs a new impeller, which will cost around \$1,500.00. The DPW will get through this spring as is and will get the parts before next spring.

CHIPS Funding – we received a decent increase in both the CHIPS funding and the Winter Recovery money.

Street Repairs – plans to chip seal Oak, Cherry and Maple Street and will do more as the budget allows.

PUBLIC
WORKS
CONT'D:

Water Meters - has 6 new ones left. While at NY Rural Water School in May will explore the availability of grant funding to implement a new meter reading system. Has also had discussions with other municipalities about some sort of shared services program for the new water meter reading and billing system.

Bulk Trash – 2015 dates are April 27 & 28, July 27 & 28 and September 28 & 29. Brush and leaf pickup has already started. We will have flyers available to the public.

LAND BANK:

Cattaraugus County has filed a preapplication to New York State Empire State Development Corporation to form a Land Bank. This has been approved. Now the County must file an application and is seeking letters of support from all municipalities in the County.

The Department of Economic Development, Planning & Tourism is in charge of filing the application. A sample letter of support was given to the Village to customize and return to be submitted with the application.

The letter reads as follows:

RE: Support for the Cattaraugus County Land Bank Application

This letter is intended to express our enthusiastic support of Cattaraugus County's application to the NYS Empire State Development Corporation to form a Land Bank under Article 16 of the not-for-profit corporation law, known as the "Land Bank Act."

It is the intent of the Village of South Dayton to work with the Cattaraugus County Land Bank Corporation to accomplish its mission and objectives as stated in your application. Like our municipal counterparts around the county, our community is not immune to the negative impacts of vacant, abandoned and foreclosed residential and commercial properties.

We look forward to a mutually beneficial partnership, and we applaud the progressive efforts to combat blighted and abandoned properties and improve our neighborhoods and community.

Sincerely,
Mayor Kerr would sign the letter.

Trustee Strickland moved to authorize the submission of this letter of support for the Land Bank to the Cattaraugus County Department of Economic Development, Planning & Tourism. Trustee Griffin seconded the motion. Carried.

CLERK'S
REPORT:

Clerk Stockman publicly thanked Ruth Bennett, Dayton Town Clerk, for all the work she did for the Village Court while Judge Beightol and the Court Clerk were away. She also thanked her for her assistance with reconciling the bank statements for the Treasurer's Report.

Local Government Conference – to be held at Houghton College on Wednesday, May 6th. Registration forms are available.

Website – the Dayton/South Dayton website is up and running. Items to be posted go to Sarah Phearsdorf at STW and she recommends that only one person submit information.

Justice Court Report – the March report was sent, but there was no money collected, so there is none owed to NYS.

CLERK'S
REPORT
CONT'D:

Tax Cap Filing – was completed today thanks to Jeff VanDeCar, Cattaraugus County's Deputy Administrator. There was an error in last year's filing and Jeff was able to correct it.

Tax Roll Processing Information – will be filed with the Real Property Office on April 9th.

Sent Cards – the Village sent three sympathy cards this past month – to Becky McPeek (husband, Ernie), the Latshaw family (Theresa) and Betty Woltz (son, Marty).

Computer Tech Support – Darlene Mammoser has been providing us with computer tech support and she has announced that she will no longer be able to provide this service.

Catt. Co. Municipal Officials – reminder that the monthly meeting is Thursday, April 9th at 6:30 P.M., hosted by the Village of Delevan. Program will be presented by Joe Pillittere, Catt. Co. Commissioner of Public Works, on highway shared services as they apply to the tax freeze.

Memorial Service for Ed McAlpine – there will be a graveside service on April 11th at 11:00 A.M. followed by a lunch at Zollinger's at noon. Former Clerk/Treasurer and Village Trustee Barbara Butcher feels that the Village should be represented at the service. Mr. McAlpine served as Village Trustee for many years. He also served as Village Mayor for two terms.

NYS Retirement System – reminded all members of the Retirement System to keep a 3-month calendar of all Village-related activities following their election or appointment.

VILLAGE
TREASURER:

Treasurer Wilkey is very ill and may be resigning from her appointed position as Village Treasurer. Clerk Stockman is trying to keep up with the Treasurer's duties in addition to her own duties as Village Clerk. There will be a payroll due on April 15th. Clerk Stockman has never done payroll and asked the Board's permission to seek assistance from Lena Ruper, former Supervisor of the Town of Napoli. Mrs. Ruper has almost 30 years of experience with payroll and municipal bookkeeping. She has offered to come and help out until some other arrangement can be made.

Trustee Stoltenberg moved to authorize the Clerk to ask Lena Ruper to assist with payroll preparation and any other Treasurer-related duties necessary to keep the Village finances in good order. Trustee Strickland seconded the motion. Carried.

TRUSTEE
REPORTS:

Trustee Rupp

Water Supply – one of the wells is not producing as well as could be. May have to drill another well.

Insurance – while reviewing the policies, we learned that there was no collision or comp on the Sterling or the 2013 Dodge truck. Trustee Rupp authorized the insurance company to add it immediately.

Backhoe lease – has no new information.

Trustee Stoltenberg

Celebrations – a committee met to discuss plans for celebrating several commemorative anniversaries in the area. Things to celebrate include the 180th anniversary of the birth of the Towns of Dayton and Persia, the 140th anniversary of the extension of the railroad to South Dayton and the South Dayton Depot, the 100th anniversary of the incorporation of the Village of South Dayton and the 90th anniversary of the Zollinger family owning the Hotel.

The event will be held on Saturday, July 11, 2015, the same weekend as the South Dayton Fire Department's Tractor Pull. The next meeting will be Wednesday, May 6th at 6:30 P.M. at the South Dayton Hotel.

Trustee Strickland

Farmer's Market – planned for every weekend this summer.

Woodcrafters Warehouse – Trustee Strickland talked to Woodcrafters about the possibility of leasing some space at the former Comstock Foods facility to a small business.

MAYOR'S
REPORT:

Village Insurance – has been meeting with WNY Insurance Company to get a premium quote. Will meet with our new representative from The Evans Agency (our current insurance agency) on Monday to review our coverage and get their quote.

Wind Turbine Project – got some information on the proposed project. There have been informational meetings in Cassadaga and Cherry Creek.

Verizon Tower – Verizon has not yet contacted the Village about looking at the proposed tower site. Mayor Kerr will call them.

NEXT MEETING:

The next regular meeting will be Wednesday, May 13, 2015 at 7:00 P.M. in the Village Office.

ADJOURNMENT:

Trustee Griffin moved to adjourn this meeting. Trustee Stoltenberg seconded the motion. Carried. The meeting adjourned at 8:45 P.M.

Respectfully submitted,

Paula J. Stockman
Clerk of the Board

