

The regular monthly meeting of the Red Creek Village Board was held on **December 7, 2016** at the Village Hall, 6815 Church Street, Red Creek, NY.

BOARD MEMBERS PRESENT:

Mayor Palermo
Trustee Barnes
Trustee Schiller
Trustee Bettis
Trustee Letson

OTHERS PRESENT:

Susan Saylor - Clerk/Treasurer
Steve Lapp - Highway/Water Superintendent
June Smith - Health Officer
Bob Day - Code Enforcement Officer
Chad Gardner - Fire Chief
Dick Letson

CALL MEETING TO ORDER:

Meeting was called to order at 6:30 pm. Mayor Palermo led the meeting in the Pledge of Allegiance. Mayor Palermo also introduced Debra Letson as the new board member to fill the one year vacancy position.

ORGANIZATIONAL MEETING:

The following appointments were made:

Deputy Mayor	Mike Bettis
Village Clerk/Treasurer	Susan Saylor
Village Attorney	Christopher Palermo Law Nelson Law Firm
Code Enforcement Officer	Bob Day
Public Health Officer	June Smith
Village Historian	Deb Benson
Wayuga Recreation Director	Cindy Wood
Fire Commissioner	Debra Letson
Deputy Fire Commissioner	Erika Barnes
Water Commissioner	Erika Barnes
Deputy Water Commissioner	Charles Palermo
Sewer Commissioner	Charles Palermo
Deputy Sewer Commissioner	Erika Barnes

Highway/Sidewalks Commissioner	Greg Schiller
Deputy Highway/Sidewalks Commissioner	Debra Letson
Trees/Parks Commissioner	Mike Bettis
Deputy Trees/Parks Commissioner	Greg Schiller
Safety/Health Commissioner	Bob Day
Deputy Safety/Health Commissioner	June Smith
Aging/Youth & Rec Commissioner	Erika Barnes
Deputy Aging/Youth & Rec Commissioner	Greg Schiller
Street Lights Commissioner	Mike Bettis
Deputy Street Lights Commissioner	Debra Letson

Prepay

The Village Clerk is authorized to pay prior to the board meeting the following: Petty Cash Accounts, Debt Service and Interest on Debt, postage, deposits for schools and conferences. (Resolution 17 of 2016 - Motion made by Trustee Letson, seconded by Trustee Bettis, all aye.)

Designation of Depositories

Lyons National Bank
Savannah Bank
(Resolution 18 of 2016 - Motion made by Trustee Bettis, seconded by Trustee Schiller, all aye)

Attendance at Schools

Allowing the Village Clerk/Treasurer, Board of Trustees and other village employees to attend training, meetings, and conferences that would be beneficial to the Village of Red Creek (Resolution 19 of 2016 - Motion made by Trustee Barnes, seconded by Trustee Letson, all aye.)

Mileage

50 cents per mile (Resolution 20 of 2016 - Motion made by Trustee Schiller, seconded by Trustee Barnes, all aye.)

Legal Publications for the Village

Lake Shore News (Mayor Palermo abstained from The Shopper this designation)

Meeting Schedule

The Village Board of Trustees will meet on the second Wednesday of the month at the Village Hall 6815 Church Street, Red Creek at 6:30 pm. If a board meeting falls on a Holiday, the Tuesday before will be designated as the board meeting date. DPW meetings scheduled for 9:30 am every Friday with the exception of the Friday following a Regular Board Meeting.

Review Attendance Policy

Policy Reviewed

Next Organizational Meeting

December 13, 2017

A motion was made by Trustee Bettis, seconded by Trustee Letson to accept the above appointments as presented. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Letson, aye; Trustee Schiller, aye.

MINUTES:

A motion was made by Trustee Bettis, seconded by Trustee Barnes to accept the minutes of November 18, 2016 board meeting as presented. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Letson, aye; Trustee Schiller, aye, Trustee Bettis, aye.

ABSTRACT:

At this time the clerk presented the board with Abstract # 007. A motion was made by Trustee Barnes seconded by Trustee Schiller to approve the abstract as presented. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Letson, aye; Trustee Schiller, aye, Trustee Bettis, aye.

The clerk also presented the board with resolution # 21 of 2016 to move monies to short accounts. A motion was made by Trustee Barnes, seconded by Trustee Schiller. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Letson, aye; Trustee Schiller, aye, Trustee Bettis, aye.

PUBLIC FORUM:

Nothing to report.

SEWER GRANT:

Nothing to report.

OLD BUSINESS:

DAM UPDATE: Trustee Schiller discussed the dam and spoke about what items he has worked on. There was discussion regarding what items on the list of priorities that the DPW can complete. There was also discussion about contacting Kevin Rooney. It was suggested to compile a list of questions and have one person speak with him and get the questions answered. Trustee Schiller requested questions be presented to him by December 16, 2016 so he can gather them to contact Kevin. Trustee Schiller will be taking the lead on the DAM project with Trustee Letson as deputy commissioner.

PUBLIC HEALTH OFFICER:

HEALTH OFFICER'S REPORT TO VILLAGE BOARD

Date:12-7-16

CMP=complete

IP=in process

UR=unresolved

Health Complaint(s) Status:

#005 – per CEO 10/9/15, new owner plans to demolish & remediate before 12/2015 - **UR**

#012 - complaint re: loose chickens and other animals in yard/neighborhood - **IP**

#013 - complaint of person living in trailer behind old Coastal Clock bldg. - **IP**

Other Health Issues:

Septic issue next to Robinson's garage - house has been hooked into sewer system, trailer?

Other Village Projects:

Dam Rip Rap Repair needs review, report with Greg - **IP**

Zoning Laws review and report on listed fees, remedies and penalties; "**Zoning Enforcement Officer = Code Enforcement Officer (note in Board Minutes?)**" - **IP**

Employee Handbook draft complete 10/9/15; **what needs to complete** - **IP**

Safety: NYMIR req'd garage mezzanine max load sign 2015; **sign posted?** – **IP**

Comprehensive Plan review by June, Sue& Greg 2015, notes for Board revision/approval; needs to be computerized for updating/editing; **best way to accomplish?**–**IP**

Rate every Village property w/Neighborhood Analysis grading using Access program -**IP**

RC Fire Dept: annual inspection completed 12/2/16-**CMP**

Grant(s) Progress:

Paint project –see report, in spring - pay painter to do trim on Becker's & Sova's, paint to Fat Frankie's, sidewalk repair in front of bldgs - **IP**

Sidewalks- estimate from BMB (South=\$7250, Water=\$2750, Wolcott=\$3750, Church=\$8750;

will look at grants, RCCSD partnership, etc in September - **IP**

Inspection of fair hall - there are some building issues to be addressed. The fire chief and the health officer will get a list together to present to the board.

MAYOR REPORT:

The following correspondence was submitted:

- ❖ Armour of Light Baptist Church
- ❖ NYS Homes and Community Renewal - 12 month Completion Notice
- ❖ NYS Homes and Community Renewal - Annual Performance Report
- ❖ Water service application - Comstock Building

There was discussion regarding the water service at the Comstock building. Steve is to contact other municipalities to see what their procedure is regarding where the service will be located and how the application process is to be done. There was also discussion regarding the water service at the fire hall. The water application should go through the water superintendent then to the board for approval.

CLERK REPORT:

Nothing to present at this time.

BOARD MEMBER REPORTS:

Mayor Palermo has requested that all reports from board members be given to the clerk by Tuesday noon the day before the board meeting so the information can be put into the board packets.

FIRE COMMISSIONER : The fire department will no longer hold food auctions. Santa will be at fire hall on December 13, 2016, and the heat is fixed at the fire hall.

WATER COMMISSIONER: Nothing to report.

SEWER COMMISSIONER: Nothing to report.

HIGHWAY/SIDEWALKS COMMISSIONER: Nothing to report.

TREES AND PARKS COMMISSIONER: Discussed the dam project.

SAFETY AND HEALTH COMMISSIONERS: The village passed the PESH inspection.

AGING/YOUTH AND RECREATION COMMISSIONERS: Wayuga Rec will be receiving \$800 from Rotary to purchase equipment. Trustee Bettis said that the Lions Club could provide insurance for the program if needed at no cost to the village. Trustee Barnes will check with our insurance agent to see what the difference would be if Wayuga Rec was removed from our insurance policy. Trustee Bettis also asked Trustee Barnes to provide a letter asking the Lions Club for a donation for the Wayuga Rec program.

STREET LIGHTS: There are some street lights out. They will be called in.

DPW:

The following list was presented:

DPW

MONTHLY BOARD MEETING

December 7, 2016

PROJECTS COMPLETED:

Stopped to see Christine Gould - water problem - water heater
Town of Wolcott filled sand building
Moved propane tank from Fletcher well to Cuyler well to be filled
Put hooks on the front of the back hoe bucket
Put new heater in Cuyler Well
Moved tables from fire hall to village hall for toy give away
Water meeting
Obtained proper equipment for our PESH inspection
Christmas lights put up

NEXT WEEK:

Clean out Sterling Station Building
Clean catch basins

PROJECTS TO BE COMPLETED (weather permitting):

Buildings:

Seal concrete floor in Cuyler well
Paint Cuyler well inside and out, replace ceiling in back part of Cuyler pump
Pressure wash roof on village hall, remove moss
Work on inventory list

Dam:

Get prices on rip rap for dam
Get estimates on metal plate for dam
Repair walk by falls dam, fill in hole and cracks

Grounds:

Pull beaver dam out again in good weather

Roads, sidewalks, catch basins:

Work on mapping

Water, hydrants:

Repair concrete on valve pit (water tower)
Work on inventory list - water parts

ONGOING PROJECTS:

Check chlorine	Daily	
Read master meters	Daily	
Cleaned shop	Weekly	
Water samples	Monthly	10/06/2016
Water Reports	Monthly	10/06/2016
Read residential meters	Quarterly	10/06/62016
Replace chlorine pump lines	Quarterly	02/09/2016

There was discussion regarding sidewalk snow removal. The v-plow has been ordered and should be in soon.

VILLAGE HISTORIAN:

Nothing to report at this time.

CODE ENFORCEMENT:

The following report was presented to the board by Code Enforcement Officer Bob Day:

Violations - 3
Appearance Tickets - 0
Permits issued - 6
Violations re-inspections - 3
Fire Re-Inspections - 3
Certificates of Occupancy - 0
Fire Inspections - 3

- ❖ Following up on permits, Canada Street, Coolican, 1 on South Street
- ❖ Heard nothing from Village Lawyer to take 2 on Main Street owners to court
- ❖ Trash/mattresses has been spoken to from Robinson Building
- ❖ Inspections for the Village with PESH completed
- ❖ The village should have a "trailer (RV)" law
- ❖ All residences and commercial buildings must have a CO detector
- ❖ Water to be hooked up at Comstock Building, septic and pump working
- ❖ Went with June Smith on some health issues
- ❖ Comstock's to number buildings for emergency services

SAFETY OFFICER REPORT:

- ❖ Should try to make confined space - non confined spaces with changing the location above ground so DPW Supervisor does not have to go into the confined space.
- ❖ Village employees will receive OSHA training before the 1st of the year

NEW BUSINESS:

Nothing to report.

REVITALIZATION COMMITTEE:

Nothing to report.

CHAMBER OF COMMERCE:

Nothing to report.

LIBRARY:

Nothing to report at this time.

ROTARY:

Nothing to report

HISTORICAL ASSOCIATION:

Nothing to report

AMERICAN LEGION:

Nothing to report.

LIONS CLUB:

The Lions Club has given \$1000 to We Care About Kids and \$800 to the Red Creek Community Food Cupboard. The Lions club has 8 new members.

FIRE DEPARTMENT:

There was discussion regarding the dry hydrants. The cost would be about \$2500. The fire department has four new applications for membership.

ADJOURNMENT:

A motion was made by Trustee Letson, seconded by Trustee Barnes to adjourn the meeting. Mayor Palermo, aye; Trustee Barnes, aye; Trustee Schiller, aye, Trustee Bettis, aye; Trustee Letson, aye.

Meeting adjourned at 7:52 pm.