

**DRAFT MINUTES**

At a regular meeting of the Board of Trustees of the Village of Morrisville, held the 3<sup>rd</sup> day of December, 2020, via videoconferencing technology due to the coronavirus pandemic, there were:

Present:	Thomas Lane	Mayor
	Michael Higgins	Trustee
	Kathleen Roher	Trustee
	Judy Scholefield	Trustee
	William Donnelly	Trustee (joined meeting at 7:15 p.m.)
	Amy Will	Clerk-Treasurer
	Jim Cunningham	Wastewater Operator
	Nadine Bell	Attorney

Others: Tracy Scholefield, Aaron & Megan Dooley, residents.

Mayor Lane opened the meeting at 7:00 p.m. Clerk Will made the following statement: “This meeting is being held in compliance with Governor Cuomo’s Executive Order 202.11. Notice of this meeting was made to the news media at least seven days in advance and was also posted on the Village signboard and web site. The public may listen to or view this meeting via web-based video technology by using Zoom. Public comment will only be allowed this evening during the designated Public Comment section of the agenda. The public does not have the right to speak outside these allotted times and any public in attendance this evening will be muted at all other times.”

Clerk Will conducted a roll call and determined four members of the Board of Trustees were present for this meeting, representing a quorum. Clerk Will stated that in person attendance is not permitted at this meeting. A transcript of this meeting will be available at a later date.

Minutes of the November 5, 2020 meeting were reviewed. Trustee Higgins made a motion to adopt the minutes as written, seconded by Trustee Scholefield. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

<b>Michael Higgins</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Kathleen Roher</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Judy Scholefield</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Thomas Lane</b>	<b>Mayor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

**Public Comment:** None.

**Wastewater Treatment:** Mr. Cunningham said the treatment plant is running well and discussed some of the projects that have been completed this year. With the onset of COVID-19 we have seen a lot more of the wipes being flushed which clogs the pipes and pumps at the treatment plant. He noted that this is a problem throughout their industry. Recently they have been enlarging some of the lines at the plant from 4 to 8 inches. A new screen was also added. Mr. Cunningham expressed concern that the DEC is currently adding more stringent numbers to their permits, especially if you are in the Chesapeake Bay water shed. The village permit is being looked at to reduce phosphorus and nitrogen levels. Mr. Cunningham noted the village currently has one of the most stringent permits in Madison County by far and adding more restrictions will be a costly endeavor.

**Code Enforcement:** CEO Sutton provided a written report for review. Trustee Higgins advised that CEO Sutton addressed the issue at 9 Radnor Lane regarding the operation of a four wheeler. He expressed disappointment at how the Madison County Sheriff’s Department handled the matter when Clerk Will contacted them. Mayor Lane addressed an outstanding appearance ticket issued to a property owner on Union Street. After discussion with

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Attorney Bell, she requested that the village forward the paperwork on the case and she will follow up with the Village of Hamilton court.

Trustee Higgins requested that any complaints to the Village Office regarding code violations be shared with him within a day or so of receipt. Clerk Will to advise CEO Sutton of this request.

**Department of Public Works:** Mayor Lane said there have been some issues this month with the pumps at the lift station. A new pump has been ordered but not yet received. Regarding the water system, there was an issue on Tuesday with the telemetry between the pump house and the tank. It was determined that Frontier had been working in the area and disconnected our line, causing this problem. The fire district storage container discussed last month has been moved to the DPW.

The board reviewed two quotes to remove the tree at 66 East Main Street; \$1,500.00 from Family Tree Service and \$1,800 from Hutchings Tree Service. Members of the board were unfamiliar with Family Tree Service; Mayor Lane will seek out a reference.

**Historic Preservation Commission:** Trustee Scholefield indicated a meeting has been scheduled for December 17 and going forward the third Thursday of each month. Meetings will be held by Zoom.

**Planning Board/Zoning Board of Appeals:** No meetings have been held.

**Parking Enforcement Officer:** Mayor Lane discussed the parking enforcement officer's schedule. Since the semester has concluded for in person classes, he questioned whether his hours should be reduced now. The board agreed that the hours should be reduced, with a focus on early mornings to issue tickets for those violating the no overnight parking regulation. Mayor Lane to speak with the parking enforcement officer.

**Crossing Guard:** Trustee Scholefield said the portable sign is working well and is slowing people down.

**Trustee:** Trustee Roher noted the tree in front of Buell Fuel is lopsided and asked if it can be fixed and if not, removed. Mayor Lane to speak with Superintendent Commins about it.

Trustee Higgins said the condition of the sidewalks in the village were terrible recently with accumulated snow and ice. It was suggested that a reminder be included in the upcoming newsletter that property owners are responsible for snow and ice removal.

**Clerk-Treasurer Report:** The board was provided financial reports detailing income and expenditures to date by fund.

Clerk Will continued discussion from last month about changes to monthly reporting to the NYS Retirement System. At the November meeting a resolution was adopted to establish the standard work day for employees. Since then, after additional discussions with the NYS Retirement System, it was indicated that a standard work day for elected and appointed officials, who are not members of the retirement system, also needs to be established. Trustee Roher made a motion to adopt Resolution Number 20-26, seconded by Trustee Higgins.

### **RESOLUTION NO. 20-26 OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MORRISVILLE**

BE IT RESOLVED, that the Village of Morrisville, Location code 40465, hereby establishes the following as standard work days for these titles and will report the officials to the New York State and Local Employees' Retirement System based on the time keeping system records or their record of activities:

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Title	Standard Work Day (Hrs/Day)  Min 6 hrs Max 8 hrs	Name	Current Term Begin & End Dates	Record of Activities Result
<b><i>Elected Officials</i></b>				
MAYOR	6	N/A	N/A	N/A
<b><i>Appointed Officials</i></b>				
DEPUTY VILLAGE CLERK	8	N/A	N/A	N/A

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

<b>Michael Higgins</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Kathleen Roher</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>William Donnelly</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Judy Scholefield</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Thomas Lane</b>	<b>Mayor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted

Clerk Will advised the board the amount outstanding for water/sewer bills is \$31,574.13. Notices were issued yesterday to all past due accounts.

As discussed at the October meeting, the Jubilation Women’s Vocal Ensemble made a donation to the village toward the cost of the tree purchased and planted in the Cedar Street Park in memory of David Pearsall. Trustee Roher made a motion to adopt Resolution Number 20-27, seconded by Trustee Higgins.

**RESOLUTION NO. 20-27  
OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION AUTHORIZING THE MODIFICATION OF THE  
2020-2021 GENERAL OPERATING BUDGET**

WHEREAS, the Village of Morrisville has received unanticipated revenue from a donation made by Jubilation Women’s Vocal Ensemble in the amount of \$305.00, and

WHEREAS, this unanticipated revenue is in the nature of a gift to the Village to be utilized for expenditures relative to improvements to Cedar Street Park in the Village of Morrisville.

NOW, THEREFORE, IT IS HEREBY

RESOLVED, by the Board of Trustees of the Village of Morrisville that said gift in the nature of a donation made by Jubilation Women’s Vocal Ensemble in the amount of \$305.00 to be utilized for expenditures

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relative to improvements in the Village of Morrisville, is hereby accepted by and on behalf of the Village of Morrisville, and it is hereby further

RESOLVED, by the Board of Trustees of the Village of Morrisville that in light of said gift of unanticipated revenue, the 2020-2021 General Operating Budget is hereby amended to modify revenue and expenditure budget lines A2705 and A8510.24 as follows:

Account No.	Description	Debit	Credit
A2705	Gifts and Donations		\$305.00
A8560.41	Shade Trees – Acquisition	\$305.00	

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

<b>Michael Higgins</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Kathleen Roher</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>William Donnelly</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Judy Scholefield</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Thomas Lane</b>	<b>Mayor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

Clerk Will advised the board that the contract for garbage and recycling collection expires 5/31/2021. She will modify the bid documents and send to Attorney Bell for review so the board may take action in January.

Vouchers were scanned and emailed to each member of the board for review prior to the meeting. Trustee Higgins made a motion to pay audited vouchers as indicated below, seconded by Trustee Donnelly.

General Fund – Vouchers 133-157                      Waste Water Operation & Maintenance Fund – Vouchers 39-45  
Water Fund – Vouchers 34-37

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

<b>Michael Higgins</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Kathleen Roher</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>William Donnelly</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Judy Scholefield</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Thomas Lane</b>	<b>Mayor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted.

With no further business before the board, Trustee Scholefield made a motion to adjourn the meeting at 8:09 p.m., seconded by Mayor Lane. The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

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<b>Michael Higgins</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Kathleen Roher</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>William Donnelly</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Judy Scholefield</b>	<b>Trustee</b>	<b>Voted</b>	<b>Yes</b>
<b>Thomas Lane</b>	<b>Mayor</b>	<b>Voted</b>	<b>Yes</b>

The foregoing resolution was thereupon declared duly adopted. Meeting adjourned.

Respectfully submitted,

Amy Will  
Clerk-Treasurer

