

At a regular meeting of the Board of Trustees of the Village of Morrisville held the 7th day of July, 2016, at the Town of Eaton Offices, 35 Cedar Street, Morrisville, there were:

Present:	Mark Shepard	Mayor
	Kathleen Roher	Trustee
	Allen Noel	Trustee
	Thomas Lane	Trustee
	James Stokes	Attorney
	Amy Will	Clerk-Treasurer

Absent: Emily Marshall Trustee

Others: Connie Shepard, Joe Giusti, Tracey Scholefield, Jim Scholefield, Charlie Bostic, Tim Curtis, Karen Holbert, Margaret Brody, residents; and Cathy Merkle, youth commission director.

Mayor Shepard opened the meeting at 7:00 p.m. with the Pledge of Allegiance.

Minutes of the June 2, 2016 (special) and June 7, 2016 meetings were reviewed. Trustee Noel made a motion to approve the minutes as written, seconded by Trustee Roher, all ayes. Motion carried.

Code Enforcement Report: Mr. Sutton provided a written report. Mayor Shepard advised the board that the manager for Campus Hill Apartments requested an inspection of buildings two and three. The manager indicated that the repairs are complete and they intend on occupying these buildings in the fall semester.

DPW Report: The board reviewed a sole source quote from Tracey Road Equipment for a mechanical hoe clamp. Trustee Noel made a motion authorizing the purchase of a mechanical hoe clamp from Tracey Road Equipment in an amount not to exceed \$3,400.00, seconded by Trustee Lane, all ayes. Motion carried.

The board reviewed the quotes for pipe replacement at the Reservoir Road water treatment plant. There was uncertainty regarding the substantial difference in price and necessary supplies between the two quotes. Mayor Shepard's understanding of the repair was that it only involved the pipe. Trustee Lane made a motion authorizing the repair to the pipe at the Reservoir Road water treatment plant provided the cost is less than \$3,000.00, seconded by Trustee Roher, all ayes. Motion carried.

Mayor Shepard advised the board that Katie McGinn resigned from the groundskeeper position due to health concerns. Trustee Roher made a motion to appoint Tracy Scholefield to the part time position of groundskeeper at a rate of \$10.00 per hour, seconded by Trustee Noel, all ayes. Motion carried.

Historic Preservation Report: Mayor Shepard indicated the commission is looking for new members. They haven't held a meeting recently due to a lack of a quorum.

Youth Commission Report: Trustee Roher made a motion approving the following youth commission summer trips, with authorization for the Treasurer to issue payment in advance of audit; Howe Caverns at a cost not to exceed \$450.00, Highland Forest at a cost not to exceed \$1,500.00, and Enchanted Forest at a cost not to exceed \$2,090.00, seconded by Trustee Lane, all ayes. Motion carried.

Campus/Community Report: Trustee Roher said she would like to obtain a membership with BJ's Wholesale Club. The committee buys items in bulk for their various events and the savings is well worth the membership cost of \$50.00. She suggested that the two individuals on the account be Amy Will and herself. Trustee Noel made a motion approving a BJ's Wholesale Club membership for the Village of Morrisville, with authorization for the Treasurer to pay for said membership in advance of audit, seconded by Trustee Lane, all ayes. Motion carried.

Mrs. Will contacted Mang Insurance Agency regarding last month's discussion about the formation of an adult bocce ball league. Our existing liability insurance policy will cover this activity as a village sponsored event.

Attorney Stokes is preparing a waiver and release of liability for each participant to complete. Trustee Noel made a motion to adopt Resolution 16-15, seconded by Mayor Shepard, all ayes. Motion carried.

**RESOLUTION NO. 16-15
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

A RESOLUTION TO SPONSOR THE CAMPUS/COMMUNITY COMMITTEE
RECREATIONAL ADULT BOCCE BALL LEAGUE

WHEREAS, the Campus/Community Committee is organizing a recreational adult bocce ball league to be held in the Village, and has requested sponsorship from the Village of Morrisville for this event, and

WHEREAS, the Board of Trustees finds this to be a worthy community event and deems it in the public interest and best interests of the Village of Morrisville to sponsor this event.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Village of Morrisville does hereby agree to sponsor the Campus/Community Committee adult bocce ball league and does hereby acknowledge that the members of the Campus/Community Committee and associated volunteers organized and conducting the league will also be considered volunteers acting on behalf of the Village of Morrisville for this event.

Public Comment: None.

Organizational Meeting: The board reviewed the 2016-17 list of appointments. Trustee Roher made a motion to approve the appointment list, seconded by Trustee Noel, all ayes. Motion carried.

Village Clerk-Treasurer	Amy Will
Deputy Village Clerk	Janet Oley
Superintendent of Public Works	Raymond Heh
Code Enforcement Officer	Lloyd Sutton
Village Historian	Susan Greenhagen
Village Attorney	Stokes & Levy PLLC (By Contract)
Official Newspaper	Oneida Daily Dispatch
Official Bank	Community Bank, N.A.
Wastewater Administrator	Jim Cunningham (By Contract)
Budget Officers	Mark Shepard & Amy Will
Deputy Mayor	Allen Noel
Code Enforcement Liaison	Mark Shepard
DPW/Buildings & Grounds Liaison	Allen Noel
Wastewater Liaison	Thomas Lane
Planning Board Liaison	Emily Marshall
Historical Preservation Liaison	Mark Shepard
Youth Commission Liaison	Kathleen Roher
Law Enforcement Liaison	Mark Shepard

Trustee Roher made a motion to adopt Resolution 16-16, seconded by Trustee Noel, all ayes. Motion carried.

**RESOLUTION NO. 16-16
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION ESTABLISHING MEETING DATES,
ADOPTION THE OPEN MEETINGS LAW AND DESIGNATING THE OFFICIAL NEWSPAPER
OF THE VILLAGE OF MORRISVILLE**

NOW THEREFORE BE IT RESOLVED:

1. Regular Meetings: Pursuant to Section 4-412 of the Village Law, regular meetings of the Board of Trustees are to be held on the 1st Thursday of each month commencing at 7:00 p.m. The meetings shall take place at the Town of Eaton Municipal Building, 35 Cedar Street, Morrisville, New York.
2. Open Meetings Law: Pursuant to the Public Officers Law, the Board of Trustees hereby adopts the requirements of the open meeting law and hereby adopts the notice requirements of the Public Officers Law as the official procedure of the Board of Trustees.
3. That the Board of Trustees of the Village of Morrisville designates Oneida Daily Dispatch as the official newspaper for the Village of Morrisville.

Trustee Roher made a motion to adopt Resolution 16-17, seconded by Trustee Noel, all ayes. Motion carried.

**RESOLUTION NO. 16-17
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION DESIGNATING COMMUNITY BANK, N.A.
AS DEPOSITORY OF ALL VILLAGE MONEYS**

WHEREAS, the board of trustees has determined that Village Law §412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees designates Community Bank, N.A. as depository of all moneys received by the village treasurer, clerk and receiver of taxes.

Section 2. That this resolution is effective immediately.

Trustee Noel made a motion to adopt Resolution 16-18, seconded by Trustee Roher, all ayes. Motion carried.

**RESOLUTION NO. 16-18
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION AUTHORIZING PAYMENT IN
ADVANCE OF AUDIT OF CLAIMS FOR PUBLIC UTILITY SERVICES,
POSTAGE, FREIGHT AND EXPRESS CHARGES**

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 must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Section 2. That this resolution is effective immediately.

Trustee Roher made a motion to adopt Resolution 16-19, seconded by Trustee Noel, all ayes. Motion carried.

**RESOLUTION NO. 16-19
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION AUTHORIZING PAYMENT IN
ADVANCE OF AUDIT OF CLAIMS FOR CONTRACTUAL CHARGES
FROM MAC COPY LLC**

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for contractual charges from Mac Copy LLC; and

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for contractual charges from Mac Copy LLC. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Section 2. That this resolution is effective immediately.

Trustee Noel made a motion to adopt Resolution 16-20, seconded by Trustee Roher, all ayes. Motion carried.

**RESOLUTION NO. 16-20
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION AUTHORIZING A MILEAGE ALLOWANCE FOR
VILLAGE OFFICERS AND EMPLOYEES**

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

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees will approve reimbursement to such officers and employees at the rate of \$0.54 cents per mile.

Section 2. That this resolution is effective immediately.

The board reviewed the retainer contract for legal services by Stokes & Levy PLLC. Trustee Roher made a motion to approve the legal services contract with Stokes & Levy PLLC for the period 7/1/16 to 6/30/17, authorizing Mayor Shepard to sign said contract, seconded by Trustee Noel, all ayes. Motion carried.

Trustee Roher made a motion to appoint Marie Smith to the Historic Preservation Commission for a term of four years, seconded by Trustee Noel, all ayes. Motion carried.

Attorney Report: Attorney Stokes is working on the local law to establish a tree commission. He noted that he hadn't received any comments from the board regarding this.

Trustee Report: Trustee Noel discussed the water project for Eaton Street and West Maple Avenue. Two additional quotes for this project were submitted by Dunn & Sgromo Engineers and Timothy O'Hara. He suggested that the board review these quotes and discuss in August. Attorney Stokes suggested that the board look at the first two service categories together (design and bidding).

Trustee Roher updated the board on the food study. The Madison County Planning Department has finalized the survey for those in the Morrisville and Eaton areas. They have also organized a community meeting to be held the evening of June 25th. Information will be included in the upcoming village newsletter.

Trustee Lane said that listening to the topics discussed tonight it's clear that the village would benefit from a grant writer; we need to find a way to fund the various projects being discussed. Mayor Shepard noted that the village has established a relationship with a grant writer out of Cazenovia. Trustee Lane expressed his concern regarding village residences which are unkempt. He said that we need to enforce the local laws we have, or look at enacting new ones. He continued that every house in the village should be free of garbage and should be painted. He added that, in his opinion, the code enforcement officer has the toughest job.

Mayor's Report: Mayor Shepard and Supervisor Moses received a petition requesting review of the intersection at North Street, South Street and Route 20. Mayor Shepard asked Attorney Stokes to review the petition and draft a letter to the DOT regarding this. Mr. Bostic suggested that the signage be updated on both streets. He noted there is increased truck traffic on those streets and it's an issue that needs to be addressed.

Mayor Shepard advised the board that he walked the proposed route for the 'Monday Mile' and there is nothing that needs to be done with the sidewalks. Trustee Roher said that she likes the idea of a walking trail but really wished that it was not on the sidewalks.

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

Mrs. Will advised the board that the master plan committee has scheduled the required public hearing for Monday, August 15 at 7:00 p.m. The meeting will be held at the Town of Eaton.

Mrs. Will advised the board that the NYS Department of Transportation incurred late fees on their water/sewer account. As a state agency, they are exempt from those charges. Trustee Roher made a motion authorizing the

reversal of late fees in the amount of \$13.10 applied to the water/sewer account of NYS DOT (#000666), seconded by Trustee Lane, all ayes. Motion carried.

The board was provided a report of the condition of the Contingency and Tax Stabilization Reserve Fund for fiscal year 2015-2016.

Mrs. Will advised the board that a mortgage servicing company overpaid the village tax of one parcel. Trustee Lane made a motion authorizing the issuance of a refund in the amount of \$271.38 to Lereta, LLC for an overpayment of village taxes on parcel 111.19-1-8 (Mildred Herrick), seconded by Trustee Roher, all ayes. Motion carried.

The August meeting of the Board of Trustees was rescheduled to August 11, 2016.

Trustee Roher made a motion authorizing the following budget transfer: A1490.14 (Groundskeeper Personal Service) \$1,000 from A8510.1 (Seasonal Decorations Personal Service), seconded by Trustee Noel, all ayes. Motion carried.

Mayor Shepard made a motion to go into executive session at 8:06 p.m. to discuss a particular employee, seconded by Trustee Roher, all ayes. Motion carried.

Mayor Shepard made a motion to come out of executive session at 8:26 p.m., seconded by Trustee Lane, all ayes. Motion carried. No action was taken in executive session.

Each member of the board reviewed all vouchers presented. Trustee Noel made a motion to pay audited vouchers as indicated below, seconded by Trustee Roher, all ayes. Motion carried.

General – Vouchers 5-25

Water Fund – Vouchers 1-3

Waste Water Operation & Maintenance Fund – Vouchers 1-6

Youth Commission – Vouchers 1-2

With no further business before the board, Trustee Noel made a motion to adjourn the meeting at 8:27 p.m., seconded by Trustee Roher, all ayes. Meeting adjourned.

Respectfully submitted,

Amy Will
Clerk-Treasurer