

DRAFT MINUTES

At a regular meeting of the Board of Trustees of the Village of Morrisville, held the 14th day of June, 2018, at the Village Office, 23 Cedar Street, Morrisville, there were:

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

Absent: Allen Noel Trustee

Mayor Shepard opened the meeting at 7:00 p.m.

Minutes of the May 3, 2018 meeting were reviewed. Trustee Roher made a motion to adopt the minutes as written, seconded by Trustee Lane, all ayes. Motion carried.

Public Comment: none.

Code Enforcement: Mr. Sutton submitted a written report for review. Trustee Lane asked if there has been an inspection of the grease trap at Hunan Wok. Mayor Shepard indicated there was but he is unsure of the outcome. He will inquire.

Mayor Shepard indicated there is someone interested in the Schuster house on North Street. The bank has received bids for demolition of the property, so at this point it unknown what will happen.

Department of Public Works: Mayor Shepard advised the board that paving of village streets as approved last month is complete. The Kubota was delivered in May and has been outfitted with a tank to facilitate watering the plants. It's working out well.

The need for additional restoration work after the Eaton Street/West Maple Avenue waterline replacement project was discussed. John Dunkle, engineer, was contacted after the meeting last month regarding concerns of a swale the entire length of the water line. It was determined that Syracuse Constructors has gone out of business so their written warranty is void. Mr. Heh obtained a quote from Oak Shade Landscaping Inc. in the amount of \$4,990 to make the necessary repairs. The board discussed this issue and agreed that it would be most cost effective to have the DPW complete this work.

Youth Commission: Trustee Roher said they are joining a local summer little league program. Only two summer trips will be provided this year, with the hope to offer additional trips during the year when school is in recess.

Sheriff's Department: Mayor Shepard met with Sheriff Hood last month to discuss various matters. Sheriff Hood was unaware that the State Police were intending to relocate their substation. They discussed visibility within the village. Sheriff Hood indicated they have reorganized which may provide additional personnel interested in the Morrisville patrol. Sheriff Hood suggested increasing the block of patrol hours from four to six. The board supports this change provided the extension is into the early morning hours, not early evening. Mayor Shepard indicated he will speak with Sheriff Hood regarding this.

Village Improvement Committee: Trustee Roher said she attempted to organize an event for this summer however the elementary school can't commit to having the parking lot available due to a construction project. She will continue working on this event and suggested that it might take place this fall.

Attorney Report: Attorney Stokes presented the lease agreement between the village and the Madison County Sheriff's Department, which was revised to include the basement office space. Trustee Lane made a motion to approve the lease agreement with authorization for the Mayor to sign said agreement, seconded by Trustee Roher,

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all ayes. Motion carried.

Kelly Hennigan, chairman of the village tree commission, requested that the board authorize an application to the Arbor Day Foundation for Tree City USA designation. Attorney Stokes reviewed the required paperwork. Trustee Lane made a motion approving the Tree City USA application with authorization for the Mayor and Clerk to sign, seconded by Trustee Roher, all ayes. Motion carried.

A component of the Tree City USA application is a proclamation observing Arbor Day. Trustee Roher made a motion to adopt Resolution Number 18-13, seconded by Trustee Lane, all ayes. Motion carried.

**RESOLUTION NO. 18-13
OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF MORRISVILLE**

**A RESOLUTION DECLARING THE LAST FRIDAY IN APRIL OF
EACH YEAR AS ARBOR DAY IN THE VILLAGE OF MORRISVILLE**

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million Trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and Cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our village increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Board of Trustees of the Village of Morrisville do hereby proclaim the last Friday in April as Arbor Day in the Village of Morrisville, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and it is hereby further

RESOLVED, that the Board of Trustees of the Village of Morrisville urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Trustee Report: Trustee Marshall said she is disappointed that more of the master plan wasn't completed during her term. She also hopes there will be a sidewalk installed on Eaton Street between the elementary school and the college.

Trustee Lane discussed his concerns with trash around houses in the village. He said this is not only a problem at commercial and rooming houses, but residential properties as well. He noted that a neighbor is accumulating scrap metal on his property. Barns and garages are falling in. Mayor Shepard asked Attorney Stokes whether this was something the village could take action on. Attorney Stokes responded that the code enforcement officer would

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start the process by issuing an order. Trustee Lane will provide a list of properties he is concerned with to the code enforcement officer.

Mayor's Report: Mayor Shepard attending a meeting with Madison County Planning Department. They have received a grant in the amount of \$400,000, of which \$200,000 will be made available to anyone doing streetscape work. They will begin accepting applications in January 2019. Within the village, the Reidy building, the former HUD office building and the Cherry Valley Inn would be eligible.

Mayor Shepard also attended a meeting with Supervisor Moses and Jennifer Lutter of the Partnership for Community Development regarding grant writing services. Ms. Lutter will speak with her board and determine if they wish to expand their services as their focus is currently within the Town and Village of Hamilton. Attorney Stokes noted that these municipalities pay a substantial amount for their services. Mayor Shepard said there was no discussion regarding the cost at this point.

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

Trustee Roher made a motion authorize a contract with D’Arcangelo & Co. for preparation of the 2017-18 annual financial report, with authorization for Mayor Shepard to sign said contract, seconded by Trustee Lane, all ayes. Motion carried.

The board reviewed the Standard Workday and Reporting Resolution. Mrs. Will received notice from the NYS and Local Retirement System that Trustee Roher is a member through her employment with the school district. As such, she should have been included on the village’s report since being elected. Trustee Roher completed the required three month record of activities to determine days worked. This resolution also modifies the standard work day for the clerk-treasurer position. When Mrs. Will returned to full time status in August 2014 her work schedule was amended to 7.5 hours per day from 8. Trustee Lane made a motion to adopt Resolution Number 18-11, seconded by Trustee Roher, all ayes. Motion carried.

**RESOLUTION NO. 18-11
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 their record of activities:

Title	Standard Work Day (Hrs/Day) Min 6 hrs Max 8 hrs	Name	Current Term Begin & End Dates	Record of Activities Result
<i>Elected Officials</i>				
TRUSTEE	6	KATHLEEN ROHER	7/1/16 – 6/30/20	0.71
<i>Appointed Officials</i>				
CLERK-TREASURER	7.5	AMY WILL	7/1/17-6/30/18	N/A

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Trustee Roher made a motion to adopt Resolution Number 18-12, seconded by Trustee Lane, all ayes. Motion carried.

RESOLUTION NO. 18-12 OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MORRISVILLE

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires the Board of Trustees to annually audit the records and docket for the Village Justice, and

WHEREAS, the Board of Trustees has duly examined the records and docket of the Village Justice for the period January 2017 through December 2017.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees accepts the records and docket of the Village Justice as presented and finds them in compliance with applicable laws and standards

Mrs. Will said the Sheriff's Department inquired when patrol will begin for the fall semester. She noted that classes begin Monday, August 27. The board suggested that patrol begin Friday, August 24 through the month of September and October. The requested patrol should be both Friday and Saturday nights with two deputies on duty when possible.

Trustee Roher made a motion to declare 26 pole mounted holiday decorations as surplus property with authorization to advertise these items for sale, seconded by Mayor Shepard, all ayes. Motion carried.

It was necessary for Mr. Heh to replace the 16 year old utility locator as it stopped working. Trustee Roher made a motion to declare the Metrotech 9860 XT utility locator as surplus property with authorization to advertise it for sale, seconded by Mayor Shepard, all ayes. Motion carried.

Trustee Roher asked about removing the refrigerator in the basement. Trustee Roher made a motion declaring the Crosley Shelvador refrigerator as surplus property and authorizing the advertisement of it for sale, seconded by Trustee Lane, all ayes. Motion carried.

Mrs. Will provided the board with a copy of a social media post by resident Charlene Eaton after she received a notice of violation for leaving trash cans out to the street. The post of a neighbor on another social media site regarding this situation was also provided for review.

Mrs. Will advised the board that the \$400,000 bond anticipation note for the Eaton Street/West Maple Avenue water project is due tomorrow. \$330,150 will be paid and the balance of \$80,210 will be renewed for another year. Trustee Lane made a motion authorizing an interfund transfer of \$25,000 from General Fund to Water Fund, seconded by Trustee Roher, all ayes. Motion carried.

Trustee Roher made a motion authorizing the following budget transfers for fiscal year 2017-18: A1410.42 (Telephone/Internet Svc) \$30.54 from A1410.13 (Clerk-Treasurer Overtime); A1620.45-2 (Village Office Utilities) \$13.17 from A1620-45-5 (Engine House Utilities); A1640.41 (DPW Telephone) \$9.29 from A1640.4 (DPW Garage Utilities); A8510.24 (Seasonal Decorations) \$7,920.70 from A5110.4 (Maintenance of Streets); A7310.4 (Youth Commission Program Expense) \$2,184.59 from Youth Commission Capital Project; F8310.2 (Equipment) \$307.27 from F8310.42 (Equipment Repair); F9060.8 (Medical Insurance) \$196.70 from F9030.8 (Workers' Compensation); G9060.8 (Medical Insurance) \$13.70 from G9010.8 (Retirement); G8130.2-1 (Equipment Maintenance) \$1,029.38 from G8130.2 (Equipment), seconded by Trustee Lane, all ayes. Motion carried.

Trustee Lane made a motion to close the books for fiscal year 2017-2018 and pay all outstanding claims, seconded by Mayor Shepard, all ayes. Motion carried.

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

General Fund – Vouchers 255-282 & 1-8
Water Fund – Vouchers 54-60

Waste Water Operation & Maintenance Fund – Vouchers 64-73
Youth Commission - Vouchers 26-31 & 1

With no further business before the board, Trustee Lane made a motion to adjourn the meeting at 8:28 p.m., seconded by Trustee Roher, all ayes. Meeting adjourned.

Respectfully submitted,

Amy Will
Clerk-Treasurer