

April 3, 2018

Clerk Spencer administered the Oath of Office to Trustee Patricia Sherwood and Trustee Darwin Dominessy.

At 7:00 PM, Mayor Stumpf called the meeting to order and led the Pledge to the Flag.

The following were present:

John Stumpf	Mayor
Richard Hunt	Trustee
Darwin Dominessy	Trustee
Patricia Sherwood	Trustee

Marcia Spencer	Clerk
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Absent from meeting Trustee Reisdorf

OTHERS PRESENT: Superintendent of Public Works Daren Smith, Chris Cialti from Evolution, Leslie Lange Arcade Herald, Christopher Lexer Code Enforcement, Rich Swift Constable/DCO, and Noah Gorog, Student.

MINUTES

Trustee Sherwood, seconded by Trustee Hunt moved suspension of the reading of the Minutes of the previous Board Meetings of March 6, 2018 and March 27, 2018 inasmuch as Board members had been supplied copies. Mayor Stumpf announced that corrections and alterations would then be heard, and concluding there were none, the minutes stand approved. Carried.

PUBLIC

Chris Cialti from Evolution spoke to the board in respect to the proposed Verizon tower located on Village property in the Town of Yorkshire. The rate of increase for the rent would be 2% per year; Code Enforcement Officer Lexer requested that a decommissioning bond be put in place; Lexer also asked Chris Cialti if the revised contract would be sent to the clerk prior to the next meeting and was assured by Cialti that it would be. Mayor Stumpf requested a meeting on site with a representative from Evolution, Supt Smith, Code Enforcement Lexer and himself.

#139 ORGANIZATION OF THE BOARD

It was moved by Trustee Hunt, seconded by Trustee Sherwood to approve the following appointments and resolutions.

APPOINTMENTS

Deputy Mayor	Richard Hunt
Village Clerk	Marcia Spencer
Treasurer	Diane Finch

Village Attorney
Constable
Dog Control Officer
Registrar
Building Inspector
Zoning Officer
Historian
Keeper of the Clock
Official Depository
Official Newspaper
Crossing Guard
Crossing Guard
Substitute Crossing Guard
Water Engineer

Rob Steinhaus
Richard Swift
Richard Swift
M. Fred Clark
Christopher Lexer
Christopher Lexer
Jacqueline Cornwall
Eric McAfee
Five Star Bank
Arcade Herald, Inc.
John Perrington
Kathy Norton
Noelle Norton
Chatfield Engineering

RECREATION COMMITTEE

Jack Stumpf Richard Hunt

COMMITTEES

Fire Department
Legal
Parks
Refuse Disposal
Street Lights
Trees
Water Department
Youth Recreation
Building Inspector
Zoning Officer
Streets & Sidewalks
Constable

Trustees Sherwood & Hunt
Mayor Stumpf
Trustees Reisdorf & Sherwood
Trustees Hunt & Dominessy
Trustees Sherwood & Reisdorf
Trustees Hunt & Dominessy
Trustees Sherwood & Hunt
Mayor Stumpf & Trustee Hunt
Mayor
Mayor
Trustees Dominessy & Reisdorf
Mayor

ORGANIZATION MEETING RESOLUTIONS

The Board of Trustees shall meet the **first Tuesday of each month at 7:00 PM**, except in July, August and January when the Board will meet on July 10, 2018, August 14, 2018, and January 8, 2019 in the Delevan Municipal Building for the purpose of conducting official business. Work Sessions to be scheduled as needed.

INVESTMENT POLICY

The Board of Trustees of the Village of Delevan adopt the investment policy, which was passed on April 6, 1993 with the following amendment: add to Designation of Depositories: Five Star Bank.

ADVANCE APPROVAL OF CLAIMS

RESOLVED: that the Board of Trustees of the Village of Delevan adopt the claim policy which was passed on April 3, 2001, including attendance at municipal meetings and training.

CLAIMANTS CERTIFICATION

The Village Board will not require claimants certification signatures if there is a bill of sale or invoice (statement) for merchandise delivered to the Village.

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 automobiles 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 *40 cents* per mile.

ESTABLISHING HOURLY RATE

The hourly rate during the 2018-2019 fiscal year is hereby established at *\$12.24* per hour for a part-time laborer and *\$11.10* per hour for the cleaning person.

ANNUAL REVIEW OF PURCHASING POLICY

RESOLVED: that the Board of Trustees of the Village of Delevan adopt the purchasing policy which was passed on April 2, 2002, amended on February 16, 2010 to include small, minority or women-owned businesses and amended Public Works Contracts to be bid at \$35,000.00

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf absent, Trustee Sherwood aye, Mayor Stumpf aye.

4 ayes, 0 nays, 1 absent. Carried

#140 ATTENDANCE AT ASSOCIATION MEETINGS

After review of the Association Meetings Policy adopted in 2001, it was moved by Trustee Hunt, seconded by Trustee Sherwood that the policy should remain the same.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf absent, Trustee Sherwood aye, Mayor Stumpf aye.

4 ayes, 0 nays, 1 absent. Carried

REPORTS

Clerk Spencer read the Fire Department report for March:

There were 24 calls for the month of March; **EMS** – Village 10, Town 3, Yorkshire 1, **Auto Accident** – Town 1, **Automatic Fire Alarm** – Town 1, **Odor Investigation** – Town , **Dist 2 Fast Team** – Franklinville 1, **Wire Down** – Village 1, **Tree Down** – Town 1, **Structure fire** – Machias 1, **Standby** – Town 1, Machias 1, **Winter Storm Standby** – Village 1.

#141 The Board reviewed the Application of Kassandra Kenny for membership in the Delevan Volunteer Fire Department.

It was moved by Trustee Dominessy, seconded by Trustee Sherwood to accept the application of Kassandra Kenny.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf absent, Trustee Sherwood aye, Mayor Stumpf aye.

4 ayes, 0 nays, 1 absent. Carried

Code Enforcement Lexer discussed having Engineer Dennis Cook review the Municipal Building threshold door/restroom/occupancy load.

#142 It was moved by Trustee Sherwood, seconded by Trustee Hunt to approve CEO Lexer to contact Dennis Cook for his review.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf absent, Trustee Sherwood aye, Mayor Stumpf aye.

4 ayes, 0 nays, 1 absent. Carried

Constable Richard Swift reported that he will begin going street by street next week looking for junk cars and debris that need to be remedied.

DCO Swift reported the following:

For the first quarter, there were 8 instances of dogs, 1 lost, 3 loose, 3 informational calls, 1 inadequate shelter and 2 court cases, 1 dog bite.

Supt. Daren Smith reported the following:

- 1.) Lime Lake Sewer project started, resulting in numerous UFPO markings
- 2.) Emergency gas leak on School Street
- 3.) Zuech digging behind plaza – had to be there because of water line
- 4.) Lots of tree damage
- 5.) Town completed box on truck
- 6.) Monday April 9 will begin chipping weather permitting
- 7.) Dump truck had wiring harness burn up behind light

- 8.) Mayor Stumpf mentioned the fading Village signs – Supt Smith replied he has been replacing signs a few at a time for reflective properties.
- 9.) Trustee Hunt questioned when the hydrant on Church will be fixed – Supt Smith said when things calmed down in Village.

Clerk Marcia Spencer reported the following:

- 1.) Issued handicapped parking permits
- 2.) Delivered trash stickers to Crosby's
- 3.) Routine phone calls, correspondence and meeting room bookings.
- 4.) All Board members supplied with copy of cash receipts.
- 5.) Prepared Tax Search certificates
- 6.) Prepared constable's letters/violations
- 7.) Set up CCMOA meeting at Chanderson's Restaurant
- 8.) Sent Rural Development a letter assuring their agency that the Village was looking into an engineer and plan for compliance
- 9.) Successfully submitted the entity registration for the Village of Delevan in the US Government's System for Award Management.

COMMUNICATIONS

1.) CCMOA Meeting at Chanderson's on April 12, 2018, speaker Captain Jordan Haynes, from the Cattaraugus County Sheriff's Department will speak on keeping schools safe.

2.) **#143** Jeff Johnson coach of the Delevan Lady Diamonds Softball team requested use of field:

It was moved by Trustee Hunt, seconded by Trustee Sherwood to approve the request contingent on approval of Chris Warner being able to work it into his schedule as he had been previously granted permission to use the field the same days.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf absent, Trustee Sherwood aye, Mayor Stumpf aye.

4 ayes, 0 nays, 1 absent. Carried

UNFINISHED BUSINESS

NEW BUSINESS

1.) Water bills to be placed on taxes – Clerk Spencer informed the board that she had sent out notices to water bill customers owing more than one quarter that if bill was not paid by April 9, 2018, it would be relieved on their 2018 June taxes. Spencer will provide a list for the board to review at their next meeting.

APPROVAL OF BILLS

The bills for the previous month of March were presented and audited. It was moved by Trustee Sherwood seconded by Mayor Stumpf to make payment of \$10,632.72 Abstract #11 in payment of General Fund Claims and \$8,534.12 in payment of Water Fund claims.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf absent, Trustee Sherwood aye, Mayor Stumpf aye.
4 ayes, 0 nays, 1 absent. Carried

ADJOURNMENT

At 8:07 PM it was moved by Trustee Sherwood, seconded by Trustee Dominessy to adjourn.
Carried.

Marcia J. Spencer, Village Clerk