November 9, 2015 Regular Monthly Meeting held at the Village Hall, 8 Banta Street, Phelps, NY

Present: Mayor: James Cheney
Trustee: Brian Hemminger
Trustee: Joe DeBrock
Trustee: Greg DeRuyter
Trustee: Howard Hughson

Also present: Clerk/Treasurer: Jill Seifert; DPW Superintendent: Ken McAllister, Deputy Clerk/Treasurer: Melissa Westfall; WWTP Operator: Adam Lotyczewski; Code Enforcement Officer: Jim Murphy; Police Chief: John Storer & Fire Chief: Ron Nieskes.

Public: Nic Westfall

Mayor Cheney opened the meeting with the pledge of allegiance to the flag at 7:04 pm.

REPORTS:

Police:

1. October reports – No questions. Mayor Cheney thanked John for the police departments' presence on Halloween; John indicated that it was a quiet night, no real problems. John commented on how well the Trunk & Treat event at PCC was attended.
2. November schedule.
3. Court fees - $15 for month of September.

8 Banta Street:

1. Sloth Electric's proposal for an additional camera at the North end of the building – The original proposal has been reduced following Greg's conversation with Doug. While Greg indicates that there are still cost savings available using other means, he recommends proceeding with Sloth as they are local and need to be familiar with the system that they would be in charge of maintaining. Jill to sign the proposal.
2. BDTC & PCC Joint Fundraiser – Sarah is planning to host a wine tasting event sometime in the spring; looking for Board permission due to the alcohol that would be consumed onsite. The Board withholds permission until a specific date and further details are available.
3. Kitchen Coordinator – Due to Mary dePorter's upcoming resignation; a new kitchen coordinator needs to be assigned. Per Mayor Cheney; he considered a few different options with Executive Director Janie Burgess. Considering her years of working with previous coordinator Bev Cheney, they are recommending Dawn Cheney. Motion by Trustee Hughson, 2nd by Trustee DeRuyter and carried by members present appointing Dawn Cheney to this position. Jim indicated that Dawn would attend a food safety class as required by NYS DOH and requested that Jill contact NYS DOH to update their records accordingly.
4. WiFi enabled thermostats – Jim & Greg discussed this technology (802.11); as we replace the thermostats we will upgrade to these. Greg is concerned with the block walls of the building being an issue but we could definitely retro fit to the most used and often adjusted rooms; will start with the VMR.
5. Child Advocacy Center Space – this tenant vacated the building in September; Ken would like the Boards approval to remove the door into the "waiting" area they created in the hall thus providing another emergency exit for that entire wing. In addition, another exit sign would need to be placed above the doorway as the one over the north exterior doors is not visible from the south end of the wing. The Board approved Ken's recommendation.

DPW:

1. October report: no questions. Banta Street; long side water services finished. Paving scheduled on Banta and Chestnut this week.
2. 2001 New Holland Tractor – Ken has received an estimate of the costs to repair the tractor following the mowing accident. The estimate is more than what the tractor is worth, looking for the Board's opinion on filing an insurance claim for repair or replacement. Ken's recommendation is not to fix the tractor but to replacement it with something. Currently he has his contact at John Deere looking into the availability of a 72" mowing deck that could be mounted on the front of the Tool Cat; one option would be to purchase a second Tool Cat as it is very versatile and we have multiple attachments; useful in all seasons. The Board request Jill to contact Frank at Anderson VanHorne regarding the insurance claim and Ken to gather further information.
3. Christmas decorations – Per Ken the weight of the wreaths that are attached to the tops of the decorative poles puts a lot of strain/stress on the poles; he is requesting discontinuing the use of the wreaths and using the garland and lights wrapped around the poles only. The Board approves the discontinuance of the wreaths but asks that Howard, Ken and Melissa get together to discuss alternatives.

Wastewater:

1. October report: no questions. Ken & Adam discussed that the digester exterior wall is crumbling and needs at least temporary repairs to get through the winter; a more permanent fix would be needed to be addressed in the next budget cycle and it will probably impact replacing the roof also. Joe will get Ken names of people that do these types of repairs. Adam indicated that the NYS DEC inspection went well. The inspector wants all the lights in the influent building in working order and due to the fact that they must be explosion proof, this will be expensive. He also indicated an eye wash station needs to be added to the same building.

Water:

1. October report: no questions. Adam has renewed his license.

Redfield Park: 1. The bathrooms and kitchen were closed for the season 10/14/15; very simple process now.

Crooked Bridge Park:

1. Garden Update – Ken removed the trees following last month's meeting. Cornerstone is onsite and progressing. Per Greg; Jim Ballerstein is fine with heading and forming the Garden Committee. Jill indicated that per Mr. Ballerstein's request she has ordered bulbs for fall plantings.

Code Enfmt: 1. October reports: no questions. "Larry's Restaurant" is on hold pending soil tests. Historic Phelps Hotel Restaurant porch repairs are underway.

Fire Department:

1. October report – No questions. Mayor Cheney shared a brief slide show, at the beginning of the meeting; from the "Flash over" simulator training held on Saturday & Sunday, November 7 & 8. Ronnie reports that we were bypassed again this year for a grant earmarked to purchase air packs; the Board included monies for this purpose in last years' end of year transfers to reserves. Jill will look into whether this was included in a resolution at that time or if a permissive referendum is required now.

YP&R Comm: 1. Motion by Trustee DeRuyter, 2nd by Trustee Hemminger and carried accepting Mary dePorter's resignation from her YP&R leader position effective November 13, 2015 with the Boards thanks and gratitude. Mayor Cheney indicated that this position will remain open until we can find a qualified replacement.

Treasurer Rpt: 1. October report: no questions. Trustee Hemminger questioned the amounts spent in various .2 equipment line items, versus .4 contractual line items; Jill to provide electronic copy of report which has comments explaining these amounts.

Minutes:

1. Minutes of the October 12, 2015 Regular meeting – Motion by Trustee Hemminger, 2nd by Trustee DeBrock, and carried accepting the minutes as presented.
2. Minutes of the October 20, 2015 Joint Workshop – For information only.

Correspondence:

1. Time Warner Cable – 10/21/15 & 11/04/15 - Station & technical changes.
2. Seeley B. Parish American Legion – Letter requesting Main Street closure for the annual Veterans Day Ceremony held at the War Memorial; provided to Chief Storer.

New Discussion:

1. 2015/2016 Delinquent taxes to county – **RESOLUTION #9 – 2015/2016 Delinquent Taxes to be sent to Ontario County Treasurer**

   Motion offered by Trustee DeBrock, 2nd by Trustee Hughson:

   WHEREAS, that the Board of Trustees of the Village of Phelps hereby request that the County Treasurer of the County of Ontario collect the 2015/2016 delinquent Village Taxes of said Village as provided by Chapter 619 of the law of 1977, adopted by the Board of Supervisors, and be it further,

   RESOLVED, that the Village Treasurer is hereby directed to transmit to the Ontario County Treasurer a certified copy of the Resolution together with the list of delinquent accounts to the Ontario County Treasurer.

	Aye	**Nay**
Jim Cheney	XX	
Howard Hughson	XX	
Joe DeBrock	XX	
Brian Hemminger	XX	
Greg DeRuyter	XX	

   Motion carried.
2. Medical Insurance – received paperwork from Excellus; plan increased $1,609.92 in total for year, for all six covered employees. Frank at Anderson VanHorne is investigating options but the Board is ok with staying with this plan.

Old Discussion:

1. Crown Castle / Village Lease – Updated amendment signed on November 5, 2015 and returned to Crown Castle.
2. Crosswalk at PCC/Old Mill – Ken will contact Greg Trost.
3. Parking Code – waiting on Ken & John. John wants clarification from Jeff Graff regarding the need to be so specific in our code; all other codes he has had dealings with indicate simply "as marked". Jill to contact Jeff.
4. BDTC Room Rental – per Mayor Cheney, beginning draft is in Sarah Hamilton's hands.

Transfers: Motion by Trustee DeBrock, 2nd by Trustee Hughson and carried by the members present to make the following transfers:

To:	From:	Amount:
A8020.4	A9010.8	$1,000.00
A9015.8	A9010.8	$ 905.00

Vouchers: Motion by Trustee DeRuyter, 2nd by Trustee Hemminger and carried by the members present to pay the following vouchers as presented.

Abstr#06	General	Ck #'s: 14362 - 14407 Duplicate ck 14383 voided; ck 14406 voided	In the amount of:	$ 63,749.77
Abstr#06	Water	Ck #'s: 10951 – 10961	In the amount of:	$ 5,045.80
Abstr#06	Sewer	Ck #'s: 11518 –11533	In the amount of:	$ 14,530.01

Mayor Cheney briefly discussed the Design Connect Project; a student run community design and planning organization at Cornell University which works with municipal governments, neighborhood organizations and other community development organizations. Mayor Cheney, Trustee Hemminger, PCC Executive Director Janie Burgess and BDTC Community Relations & Event Coordinator Sarah Hamilton met prior to this Board meeting to discuss possibilities regarding this project. Mayor Cheney also informed the Board that Google 360 is in the Village per the discussion at last month's meeting; the amount that they quoted our building as a whole was not what we were expecting and Sarah and Jim will be discussing further before proceeding.

Adjournment: 8:25PM: Motion by Trustee DeBrock, 2nd by Trustee Hemminger and carried by the members present to adjourn the meeting.

Respectfully submitted,

Jill K. Seifert
Clerk/Treasurer