

VILLAGE OF PERRY
VILLAGE BOARD MEETING
January 4, 2016

The Regular Board Meeting of the Village of Perry was held at the Village Hall 46 North Main Street Perry New York at 7:30 p.m. on the 4th day of January 2016.

PRESENT:	Frederic Hauser Dariel A. Draper Eleanor Jacobs Bonnita Matson	Mayor Trustee Trustee Trustee
ABSENT:	Anita Billings Terrence Murphy	Trustee Village Administrator
ALSO PRESENT:	Gail Vosburg Tim Neel	Village Clerk Property Maint. Officer
GUESTS:	Mary Syberg Bill Bark Randy Sheppard, Bonadio Group	

Mayor Hauser called the meeting to order at 7:30 PM.

Mayor Hauser led in the pledge to the flag.

MINUTES

December 21, 2015 minutes approved – Correction was noted on page 2 “ ...Administrator Murphy said that we can *buy* the hardware ...”. Motion by Trustee Jacobs, seconded by Trustee Matson, to approve the December 21, 2015 minutes with the correction. Motion carried with all voting aye.

PUBLIC COMMENT

RANDY SHEPPARD – BONADIO GROUP

Mr. Sheppard presented the draft audit report for the fiscal year ending May 31, 2015. He noted that his department focuses on municipal audits (Schools, Towns, Cities, Villages) when in the past, the department that performed the audit reports was non-for-profit. He then reviewed the communication letter outlining information relating to performing the audit report. Mr. Sheppard reported that this is a clean audit report, the best that can be issued and is a clean opinion with no management letter with any adjustments. It was noted that there were no new accounting policies that were adopted and application of the existing policies were not changed during the fiscal year. Mr. Sheppard gave an overview of the financial analysis of the Village as a whole and stated that the Village is in a good financial position. He reflected that the Village does a great job controlling its costs and being kept up to date on any budget adjustments that need to be made during the fiscal year. The Village has \$12.6 million of total assets, \$1.8 million of total liabilities with a total of net position (capital assets, restricted assets – reserve funds, and unrestricted assets) of \$10.8 million at the end of FY 2015. He briefly went over the financial statements of each fund. They also performed a single audit (required as the Village received more than \$500,000 in state/federal monies) that is still being completed. There are no issues with that report. Also a report of the court activities is being completed; they are awaiting for some more responses back from letters that were sent out. Mayor Hauser said that if any board member has any questions, please let him know and he will contact Mr. Sheppard.

WATER / SEWER REPORT – (as attached)

Water & Sewer report approved – Motion by Trustee Draper, seconded by Trustee Matson, to approve the water/sewer report as presented. Motion carried with all voting aye.

PROPERTY MAINTENANCE REPORT - presented by Tim Neel (attached)

Mr. Neel reported that two and a half zones have been complete (inspected and letter sent to those that have property maintenance issues). Ninety-seven letters have been sent out of three hundred forty-four properties that were identified having issues. Twenty-nine have complied with

another seventy-one in process. There are eighty-four properties on a watch list. There are fifteen properties that Don Roberts is working on through the Wyo. County Building Codes. He discussed his contact with the owners of the trailer park on Washington Boulevard. Trustee Matson commented that she has seen some changes to resident's houses due to the Housing Rehabilitation grant.

Property Maintenance report approved – Motion by Trustee Draper, seconded by Trustee Jacobs, to approve the property maintenance report as presented. Motion carried with all voting aye.

CLERK REPORT – presented by Village Clerk Gail Vosburg (attached)

Vouchers approved for payment

Vouchers of all funds # 161431 - 161446

General Fund	\$ 41,920.05
Water Fund	\$ 11,575.81
Sewer fund	\$ 7,729.16
Trust & Agency	<u>\$ 44,667.87</u>
Total	\$105,892.89

Vouchers of all funds # 161447 - 161475

General Fund	\$ 68,303.81
CD Fund	\$ 28,540.50
Water Fund	\$ 13,601.75
Sewer Fund	<u>\$ 18,775.07</u>
Total	\$ 129,201.13

Vouchers have been audited by Trustee Draper. Motion by Trustee Matson, seconded by Trustee Jacobs to approve the vouchers for payment. Motion carried with all voting aye.

NYS DOT Shared Services Agreement for Emergency Assistance approved – This would allow the NYS DOT to provide emergency assistance to municipalities in the absence of a Governor Emergency Declaration. Having such an agreement in place facilitates the ability to provide support more quickly when an emergency arises. Motion by Trustee Jacobs, seconded by Trustee Matson, to approve to NYS DOT Shared Services Agreement for Emergency Assistance and authorize the Supt. of Public Works to sign said agreement. Motion carried with all voting aye.

A letter was received from the NYS DOT stating that they are in receipt of the Village's letter expressing its concern of the traffic conditions at the "Five Corners". They have initiated an investigation and will notify the Village upon the completion of their study.

Clerk/Treasurer's report approved – Motion by Trustee Jacobs seconded by Trustee Matson to approve the Clerk/Treasurer's report as presented. Motion carried with all voting aye.

OLD BUSINESS

Budget Priorities

Mayor Hauser said that looking at the goals and priorities; he feels that the next year is well mapped out. He wants to make sure that the Village allocates the funds for the project we have already planned.

- Zoning Law rewrite – Mayor Hauser hopes to have the zoning law re-written to have it form based zoning and to relate it to the goals within the comprehensive plan. He plans to have it completed over two budget years.
- Feasibility Study for the Village Hall – An overview of items that need studied or looked at: foundation, windows, heating, air conditioning, etc.)
- Sidewalks – How to decide what to budget for sidewalk work.
- Website – Add monies for an updated website.

Trustee Jacobs asked for monies in the budget for a tree assessment.

COMMITTEE REPORTS

Public Safety – Trustee Draper said that they have not had a meeting.

Public Works – Trustee Matson said they have a meeting next week. Mayor Hauser asked if there is a policy for snow removal as he was questioned about it.

Recreation & Resources – Trustee Jacobs said that there is a meeting this week.

Office – Trustee Matson is working on obtaining website information and making contacts with upgrades and costs for development. Trustee Matson asked for an updated grants listing.

Planning – Nothing to report.

NEW BUSINESS

No new business.

Motion by Mayor Hauser, seconded by Trustee Jacobs, to adjourn the regular meeting and enter executive session at 8:25 pm to discuss the employment of a particular person. Motion carried with all voting aye.

Motion by Trustee Matson seconded by Trustee Draper to adjourn the executive session and resume the regular meeting at 9:10 pm. Motion carried with all voting aye.

Motion to adjourn meeting at 9:11 p.m. was offered by Trustee Draper, second by Trustee Matson and carried with all voting aye.

Respectfully submitted,

Gail Vosburg, Village Clerk