

**VILLAGE OF PERRY
VILLAGE BOARD MEETING**

JUNE 19, 2017

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 19TH day of June 2017.

PRESENT:	Rick Hauser	Mayor
	Jacque Billings	Trustee
	Dariel A. Draper	Trustee
	Eleanor Jacobs	Trustee
ABSENT:	Bonnie Matson	Trustee
ALSO PRESENT:	Matthew Jensen	Village Administrator
	Gail Vosburg	Village Clerk
	Ed Koziel	Supt. Public Works
	Renee Koziel	Park Maintenance Supervisor
	Donald Roberts	Zoning Officer
ATTENDEES:	Mary Syberg	Bill Bark
	Fran Hauser	

Mayor Hauser called the Meeting to order at 7:30 pm.

Mayor Hauser led in the pledge to the flag.

MINUTES

MAY 30, 2017 MINUTES APPROVED – Several corrections were noted on page two. Motion by Trustee Jacobs, second by Trustee Billings to approve the minutes of the May 30, 2017 Year End Board Meeting as corrected. Motion carried with all voting aye.

JUNE 5, 2017 MINUTES APPROVED – Correction was noted that Trustee Jacobs was absent from the meeting. Motion by Trustee Jacobs, second by Trustee Billings to approve the minutes of the June 5, 2017 Regular Board Meeting as corrected. Motion carried with all voting aye.

PUBLIC COMMENT

Mayor Hauser introduced his mother to the board.

ZONING REPORT – presented by Donald Roberts, ZO (as attached)

ZO Roberts reviewed his report for the 1st & 2nd quarters. An update was given on several building projects that are at the beginning stages in the Village. He explained how the county does their fire and safety inspections, so far this year there have been 67 inspections. Mayor Hauser asked if the activity in the village has increased over the last 4-5 years. ZO Roberts said that it has increased about 40% just in the last three years.

Zoning Report approved – Motion by Trustee Draper, seconded by Trustee Billings, to approve the zoning report as presented. Motion carried with all voting aye.

POLICE DEPARTMENT REPORT (as attached)

Mayor Hauser reviewed the department's reports for the month on May:

- Total number of calls 329
- Domestic 12
- Vehicle Accidents 0
- Gallons of gasoline used 426
- Value of stolen property \$ 1,588
- Loss due to mischief \$ 1,700
- Value of recovered property \$ 500
- Summons issued 56
- Arrested Persons 9

May's Police Department Reports accepted – Motion by Trustee Draper, seconded by Trustee Billings, to accept May's Police Department Report as presented. Motion carried with all voting aye.

DPW REPORT – presented by Supt. Ed Koziel (as attached)

Superintendent Koziel reported on the following:

- 25 high weed notices were sent out with the Village mowing 10 properties
- Installed new hydrant after a water leak revealed a broken hydrant at the Bank of Castile
- One new curb box was done on Euclid Ave
- Test holes done for drainage project
- Complaint on Needham St driveway washed out – RGE taken care of it
- Cleaning up after heavy rains from Thursday night
- Site work done for new toy at Village Park
- Potholes have been patched
- Bags & brush picked up
- Last 3 trees planted (from Complete Payroll tree plantings)
- Leicester Street sewer repair – 200' – will begin June 26th – last about 2 weeks
- Milling of streets will start July 10th & 11th
- Power & Construction clean-up crew working on Fruit Street & Genesee St

DPW Report accepted – Motion by Trustee Jacobs, seconded by Trustee Billings, to accept the DPW report as presented. Motion carried with all voting aye.

PARKS & RECREATION REPORT - presented by Renee Koziel (as attached)

Benjamin Lepkowski appointed as seasonal laborer – Mayor Hauser appointed Benjamin Lepkowski as a seasonal laborer with a start date of June 20, 2017 at a rate of \$9.70 per hour. Motion by Trustee Jacobs, seconded by Trustee Billings to approve the Mayor's appointment as presented. Motion carried with all voting aye.

Renee reported on the following:

- Median shrubbery was replaced June 8, 2017
- Shurbs are being watered with a hose from fire hydrant
- Golf cart was modified to use for watering
- Flower baskets are still at greenhouse , pending pole arm replacements
- Rotary playground equipment will be installed Wednesday, June 21st
- Splash park is now open
- Parks department is watering the trees at the storage facility on Water Street that were purchased to plant on the streets where residents have requested them

Parks and Recreation Department Report accepted – Motion by Trustee Jacobs, seconded by Trustee Draper, to accept the Parks and Recreation Department Report as presented. Motion carried with all voting aye.

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

Budget Transfers approved – Motion by Trustee Jacobs, seconded by Trustee Billings to approve the following 2016-17 Budget Transfers:

General Fund

From: A5132.1	Garage PS	\$ 3,000.00	
A5142.4	Snow Removal Contractual	\$ 4,000.00	
A7110.4	Parks Contractual	\$ 3,000.00	
A8540.4	Drainage Contractual	\$ 2,095.68	
To:			
A1362.4	Tax Advertising Contractual		\$ 1,310.40
A3310.4	Traffic Control Contractual		\$ 111.54
A5110.4	Street Maintenance Contractual		\$ 3,632.92
A5182.4	Street Lighting Contractual		\$ 106.32
A5410.4	Sidewalks Contractual		\$ 5,093.99
A7180.4	Spec. Rec. Facilities Contractual		\$ 1,764.51
A7180.42	Spec. Rec. Facilities Utilities		\$ 76.00
	Total General Fund	\$12,095.68	\$12,095.68

Motion carried with all voting aye.

Payment of Claims -

Vouchers # 180003 - #180119

General Fund	\$ 82,555.12
Spec. Grant Funds	\$ 3,504.89
Water Fund	\$ 14,582.16
Sewer Fund	\$ 17,481.24
WWTF Project	\$ 33,652.24
SLWC	\$ 59.23
Trust & Agency	\$ 51,663.69
TOTAL	\$203,498.57

Trustee Jacobs has audited all vouchers. Motion by Trustee Draper, seconded by Trustee Billings that all vouchers are ordered to be paid. Motion carried with all voting aye.

Board tabled Commencement of Action – Steve Beckwith (Wyo. Co. Power Sports) – violation of Article VI – signs (maintenance required)

March & April's treasurer's reports were presented.

2017 CFA – Environmental Protection fund Parks Program grant approvals

Resolution accepting Silver Lake Trail Feasibility Study & Public Beach Improvements –

**RESOLUTION ACCEPTING THE SILVER LAKE TRAIL
FEASIBILITY STUDY AND
PUBLIC BEACH IMPROVMENTS**

WHEREAS, THE Village of Perry completed the Silver Lake Trail Feasibility Study in March 2017; and

WHEREAS, the plan included multiple projects to improve the connectivity between Silver Lake, Downtown Perry, Village neighborhoods and Letchworth State Park; and

WHEREAS, the plan included proposed improvements at the Public Beach on Silver Lake; and

WHEREAS, the Village of Perry Board of Trustees, by this resolution, accepts the Silver Lake Trail Feasibility Study.

NOW ON A MOTION by Trustee Draper, which has been seconded by Trustee Billings,

BE IT RESOLVED, that the Village Board of the Village of Perry supports the Public Beach recommendations included in the plan.

Aye: 4

Nay: 0

Resolution authorizing EPF grant application – Motion by Mayor Hauser, seconded by Trustee Draper, authorizing the Environmental Protection Fund Grant Application Parks Program in an amount not to exceed \$500,000. Motion carried with all voting aye.

Letters of support for the grant for the Public Beach are being sought.

Final payment to CP Ward Inc. for the MSIP construction approved – Mayor Hauser reported that there are several items on the punch list that are being worked on. Motion by Mayor Hauser, seconded by Trustee Draper, to approve final payment to CP Ward for the MSIP in the amount of \$ 32,403.60. Motion carried with all voting aye.

Clerk/Treasurer's Report accepted – Motion by Mayor Hauser, seconded by Trustee Jacobs, to accept the Clerk/Treasurer's report as presented. Motion carried with all voting aye.

ADMINISTRATOR REPORT – presented by Matt Jensen (as attached)

East Hill Creamery request for adjustment on water bill approved – Administrator Jensen reviewed the complaint by East Hill Creamery about the water meter readings from the March 2017 water bill. The water meter was pulled and tested. The test results reflected the meter was recording accurate readings. He is requesting an adjustment to reflect the average usage during the last six months. He proposes to adjust the bill to reflect usage of 30,240 gallons as a one-time adjustment. Motion by Trustee Jacobs, seconded by Trustee Draper, to approve adjust the water usage on the March water bill for the East Hill Creamery to 30,240 gallons as per the recommendation from the Village Administrator and that this be a one-time adjustment. Motion carried with all voting aye.

WWTF Project – Phase I

The outstanding issues from the punch list for Phase I of the WWTF project was reviewed with CPL.

Birchwood Acres Water

A community meeting was held on June 12th to review the impact of the Town of Castile's water project. It appears that the homeowner's lines should be okay with an increase in pressure but the connections from the water main and the curb box are a concern.

CHIPS

DPW plans to resurface Leicester St, Covington St and Church St. *and a small part of Grove St.* Critical sidewalk work will be also done on those streets. We are working with the Town of Castile to review the responsibility of Camp Road.

Village Credit Card

Administrator Jensen asked Clerk Vosburg to check into a Village Credit Card to assist for specialty trainings and conferences for Village employees with receipts being turned in promptly. He requested board permission to consider this request. Motion by Trustee Draper, seconded by Trustee Jacobs to approve the Village obtaining a credit card with a credit limit of \$2,000. Motion carried with all voting aye.

Administrator Jensen has met with several agreement and contract representatives and employees.

Administrator's Report accepted – Motion by Draper, seconded by Trustee Billings, to accept the Administrator's report as presented. Motion carried with all voting aye.

OLD BUSINESS

DREDGING

Trustees Jacobs and Billings stated that the next dredging committee meeting is June 29th. They asked that a memo be sent to committee members reminding them of the meeting.

ZONING LAW UPDATE

There were two meetings held – it is coming together. One of the goals is to slow the conversions of one family homes into two family homes. The consultants are considering creating a floating zoning district to allow this. This is still a work in progress.

NY MAIN STREET GRANT

Nothing new to report.

RESTORE NY GRANT

The building owner is still waiting for approvals from SHPO. Once they are obtained, then the contract can be signed.

NEW CDBG DRAINAGE PROJECT

There is not much success in the returning of surveys in the target area. The Mayor will follow up with the grant writer. He noted that CDBG does not like to award grant projects when an existing grant project is not substantially complete. Discussion took place to determine if there is enough time to complete all the steps and gather the information that is necessary for a complete grant application. It was determined that there is not enough time to complete a preliminary engineering report along with getting the rest of the survey results.

WEBSITE

Trusteed Billings and Jacobs have met with the consultant for website and content review. Each department will be reviewing their page.

COMMITTEE REPORTS

Public Safety – Trustee Jacobs is working with Chief Grover to hand out bicycle helmets to children after the Tour de Perry on July 8th. The Chief is contacting Wal-Mart about the availability and the purchasing of the bicycle helmets.

Public Works - Nothing to report.

Recreation & Resources – Nothing to report.

Office – Nothing to report.

Planning – Nothing to report.

NEW BUSINESS

Administrator Jensen said that he would like to have the Department Head reports available to board members on the Fridays before the meetings so they can review them prior to the meeting.

Motion to adjourn meeting at 9:23 p.m. was offered by Trustee Draper, second by Trustee Billings and carried with all voting aye.

Respectfully submitted,

Gail I. Vosburg

Gail I. Vosburg, Village Clerk

VILLAGE OF PERRY
BOARD MEETING AGENDA

June 19, 2017

1. Call Meeting to order at 7:30 p.m.
2. Pledge to flag.
3. Minutes
 - May 30, 2017 Year End Board Meeting
 - June 5, 2017 Regular Board Meeting
4. PUBLIC COMMENT
5. Police Department Report
6. DPW Report
7. Parks & Recreation Report
8. Fire Department Report
9. Clerk Report
10. Administrator Report
11. Old Business
 - Dredging
 - NY Main Street Program
 - Zoning Law update
 - Restore NY Program
 - Letchworth Gateway Villages Program
 - New CDBG Drainage project
 - 2015 CDBG Drainage project
 - Silver Lake Trail
12. Committee Reports
 - Public Safety
 - Public Works
 - Recreation & Resources
 - Office
 - Planning
13. New Business
14. Executive

MEETING ATTENDANCE SIGN-IN

MEETING DATE: June 19, 2017

COMMITTEE/BOARD: V/Perry Board of Trustees

Please PRINT your name clearly to ensure the correct spelling in the minutes of this meeting.

1	<u>Edward J. Koziol</u>	21	_____
2	<u>Renee M. Lovel</u>	22	_____
3	<u>Maya</u>	23	_____
4	<u>Bill Bay</u>	24	_____
5	<u>Don Robert</u>	25	_____
6	_____	26	_____
7	_____	27	_____
8	_____	28	_____
9	_____	29	_____
10	_____	30	_____
11	_____	31	_____
12	_____	32	_____
13	_____	33	_____
14	_____	34	_____
15	_____	35	_____
16	_____	36	_____
17	_____	37	_____
18	_____	38	_____
19	_____	39	_____
20	_____	40	_____

**DPW REPORT
JUNE 19, 2017**

1. 25 high weed notices sent out only had to mow 10. Turned in 4 more today.
2. Behind Bank of Castile – water leak turned out to be bad hydrant, we installed new hydrant.
3. Working on last broken hydrant today.
4. One new curb box on Euclid Avenue
5. All test holes done for drainage project.
6. Complaint on Needham Street has washed out driveway, being taken care of by RG&E.
7. Still cleaning up after heavy rains 3.5 inches fell last Thursday night causing washouts all over the Village.
8. All site work done in Village Park for new toy.
9. Entire Village is sprayed for high weeds. Round 1 done
10. Been patching potholes
11. All brush and bags being picked up.
12. 3 new trees planted – Leicester & Main, Center & Main. Thank you Payroll Processing
13. Finished with sidewalks for now will pick up after paving is completed. Over 1200' was installed.
14. Signed are up for Chalk Fest
15. 200' of sewer will start on June 26th about 2 weeks, and then will start catch basins.
16. Milling streets will start July 10th & 11th.
17. Power & Construction clean-up crew working on Fruit Street & Genesee Street.

PARKS & RECREATION UPDATE
JUNE 19, 2017

1. Board approval – Benjamin Letkowski - \$9.70/hour. Water downtown 2 days or 8-10 per week. Median shrubbery replacement June 8, 2017.
2. Currently shrubs are being watered with hose from fire hydrant.
3. Kaleb modified golf water cart, available June 16 for usage.
4. Flower baskets for downtown on hold at greenhouse, pending pole arm replacement for proper weight from manufacturer.
5. Rotary Playground Equipment Update:
 - Ed completed tear out of old equipment.
 - Ed dug out 9 inches and added drain tile.
 - Orange fence installed around area
 - Wednesday, June 21, 2017 at 10:30AM, Bear install date. Mulch at park to mulch around playground when installed.
6. Splash park open, Eric Kelly replaced worn gaskets
7. CPP tree planting project completed with 3 pines planted. Parks is watering trees that are in need.
8. Parks watering tree committee trees at storage facility.
9. Met with Matt Jensen for a 2 hour tour of park facilities.

**VILLAGE BOARD MEETING
06/19/17
CLERK-DEPUTY TREASURER REPORT**

1. Final Budget Transfers for FYE 5/31/2017

(Board to approve budget transfers.)

2. Vouchers for Payment:

VOUCHERS OF ALL FUND# 180003 - #180119	
General Fund	\$ 82,555.12
Spec. Grant Funds	\$ 3,504.89
Water Fund	\$ 14,582.16
Sewer Fund	\$ 17,481.24
WWTF Project	\$ 33,652.24
SLWC	\$ 59.23
Trust & Agency	<u>\$ 51,663.69</u>
TOTAL	\$203,498.57

All vouchers have been audited by Trustee Jacobs.

(Need board approval to pay vouchers.)

3. Commencement of Action – Steve Beckwith (Wyo. Co. Power Sports) – violation of Article VI - signs (maintenance required)

(Need board to approve/disapprove.)

4. March & April's treasurer's reports.

5. 2017 CFA - Environmental Protection Fund Parks Program grant:

- Resolution – accepting Silver Lake Trail Feasibility Study & Public Beach Improvements
- Resolution – authorizing EPF grant application

(Board to approve/disapprove resolutions)

6. Final Payment for Main St Improvement Project – to CP Ward \$ 32,403.60.

(Board to approve/disapprove payment)

6/19/2017

BUDGET TRANSFERS

GENERAL FUND

From:

A5132.1	Garage PS	\$	3,000.00
A5142.4	Snow Removal Contractual	\$	4,000.00
A7110.4	Parks Contractual	\$	3,000.00
A8540.4	Drainage Contractual	\$	2,095.68

To:

A1362.4	Tax Advertising Contractual	\$	1,310.40
A3310.4	Traffic Control Contractual	\$	111.54
A5110.4	Street Maintenance Contractual	\$	3,632.92
A5182.4	Street Lighting Contractual	\$	106.32
A5410.4	Sidewalks Contractual	\$	5,093.99
A7180.4	Spec. Rec. Facilities Contractual	\$	1,764.51
A7180.42	Spec. Rec. Facilities Utilities	\$	76.00

General Fund

\$ 12,095.68 \$ 12,095.68

MONTHLY REPORT OF TREASURER

TO THE VILLAGE BOARD OF THE VILLAGE OF PERRY:

The following is a detailed statement of all moneys received AND desbursed BY me during the month of March 2017.

DATED: June 7,2017

Dail J. Vosburg , Treasurer

	Balance 2/28/2017		Increases		Decreases		Balance 3/31/2017
A GENERAL FUND							
CASH - CHECKING	123,168.37		151,678.90		151,653.90		123,193.37
CASH - SAVINGS	530,130.66		213,117.30		151,628.90		591,619.06
CERTIFICATES OF DEPOSIT	875,342.87		23.38		-		875,366.25
PETTY CASH	50.00		-		-		50.00
SPECIAL RESERVE FIRE APPARATUS	75,030.69		3.19		-		75,033.88
SPECIAL REPAIR RESERVE	178,115.67		9.08		-		178,124.75
SPECIAL RESERVE - EQUIPMENT	248,420.69		6.33		-		248,427.02
EMPLOYEE BENEFITS ACCRD. LIABIL	43,796.00		1.86		-		43,797.86
TOTAL \$	2,074,054.95	\$	364,840.04	\$	303,282.80	\$	2,135,612.19
CD SPECIAL GRANT FUND							
CASH - CHECKING	(8,797.77)		5,142.52		5,142.52		(8,797.77)
CASH - SAVINGS	113,191.07		350.68		-		113,541.75
CASH - SAVING - LGV	14,618.89		4,785.83		5,142.52		14,262.20
CASH - HOUSING GRANT PROGRAM	-		-		-		-
TOTAL \$	119,012.19	\$	10,279.03	\$	10,285.04	\$	119,006.18
CE SPECIAL GRANT FUND 2							
CASH - CHECKING	-		-		-		-
CASH - SAVINGS - NYMS GRANT	(11,633.26)		-		-		(11,633.26)
TOTAL	(11,633.26)		-		-		(11,633.26)
F WATER FUND							
CASH - CHECKING	52,217.33		74,564.29		74,564.29		52,217.33
CASH - SAVINGS	314,563.52		37,601.24		74,564.29		277,600.47
PETTY CASH	50.00		-		-		50.00
WATER RESERVE	75,131.74		5.11		-		75,136.85
TOTAL \$	441,962.59	\$	112,170.64	\$	149,128.58	\$	405,004.65
G SEWER FUND							
CASH - CHECKING	40,350.77		66,573.01		66,573.01		40,350.77
CASH - SAVINGS	327,429.23	\$	42,291.95		66,573.01		303,148.17
PETTY CASH	50.00		-		-		50.00
SEWER RESERVE	403,684.25		34.28		-		403,718.53
TOTAL \$	771,514.25	\$	108,899.24	\$	133,146.02	\$	747,267.47

MONTHLY REPORT OF TREASURER

H CAPITAL PROJECTS FUND

CASH - CHECKING	1,775.70	2,863.50	2,863.50	1,775.70
CASH - SC DRAINAGE CKING	1.00	-	-	1.00
CASH - SC SAVINGS	89,960.21	-	-	89,960.21
CASH - SAVINGS - SPLASH PAD	-	-	-	-
CASH - TEP GRANT PROGRAM	(139,876.15)	189,939.84	-	50,063.69
CASH - SL TRAIL STUDY	(4,256.00)	-	2,863.50	(7,119.50)
TOTAL \$	(52,395.24)	\$ 192,803.34	\$ 5,727.00	\$ 134,681.10

HS CAPITAL PROJECT - WWTF

CASH - CHECKING	-	96,273.16	96,273.16	-
CASH - SAVINGS	(27,978.40)	122,451.16	96,273.16	(1,800.40)
TOTAL	(27,978.40)	218,724.32	192,546.32	(1,800.40)

JA SILVER LAKE WATERSHED

CASH - CHECKING	118.91	18.60	18.60	118.91
CASH - SAVINGS	44,591.04	1.89	18.60	44,574.33
TOTAL \$	44,709.95	\$ 20.49	\$ 37.20	\$ 44,693.24

TA TRUST & AGENCY

CASH - CHECKING	135,315.58	158,991.32	142,536.60	151,770.30
CASH - SAVINGS - SURETY FEE	713.23	0.03	-	713.26
CASH - CHALK ART FESTIVAL	-	-	-	-
CASH - SAVINGS - P&R IMPROVE	25.11	-	25.00	0.11
TOTAL \$	136,053.92	\$ 158,991.35	\$ 142,561.60	\$ 152,483.67

TOTAL ALL FUNDS	\$ 3,495,300.95	\$ 1,166,728.45	\$ 936,714.56	\$ 3,725,314.84
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MONTHLY REPORT OF TREASURER

TO THE VILLAGE BOARD OF THE VILLAGE OF PERRY:

The following is a detailed statement of all moneys received AND desbursed BY me during the month of April 2017.

DATED: June 7,2017

Dail J. Vosburg , Treasurer

	Balance 3/31/2017	Increases	Decreases	Balance 4/30/2017
A GENERAL FUND				
CASH - CHECKING	123,193.37	130,469.14	130,469.14	123,193.37
CASH - SAVINGS	591,619.06	23,336.94	430,469.14	184,486.86
CERTIFICATES OF DEPOSIT	875,366.25	300,101.66	-	1,175,467.91
PETTY CASH	50.00	-	-	50.00
SPECIAL RESERVE FIRE APPARATUS	75,033.88	3.08	-	75,036.96
SPECIAL REPAIR RESERVE	178,124.75	8.19	-	178,132.94
SPECIAL RESERVE - EQUIPMENT	248,427.02	6.13	-	248,433.15
EMPLOYEE BENEFITS ACCRD LIABIL	43,797.86	1.80	-	43,799.66
TOTAL \$	2,135,612.19	\$ 453,926.94	\$ 560,938.28	\$ 2,028,600.85
CD SPECIAL GRANT FUND				
CASH - CHECKING	(8,797.77)	5,275.86	5,275.86	(8,797.77)
CASH - SAVINGS	113,541.75	5.60	-	113,547.35
CASH - SAVING - LGV	14,262.20	6,096.94	5,275.86	15,083.28
CASH - HOUSING GRANT PROGRAM	-	-	-	-
TOTAL \$	119,006.18	\$ 11,378.40	\$ 10,551.72	\$ 119,832.86
CE SPECIAL GRANT FUND 2				
CASH - CHECKING	-	-	-	-
CASH - SAVINGS - NYMS GRANT	(11,633.26)	-	-	(11,633.26)
TOTAL	(11,633.26)	-	-	(11,633.26)
F WATER FUND				
CASH - CHECKING	52,217.33	37,723.02	37,759.64	52,180.71
CASH - SAVINGS	277,600.47	85,082.66	45,710.03	316,973.10
PETTY CASH	50.00	-	-	50.00
WATER RESERVE	75,136.85	10,005.16	-	85,142.01
TOTAL \$	405,004.65	\$ 132,810.84	\$ 83,469.67	\$ 454,345.82
G SEWER FUND				
CASH - CHECKING	40,350.77	19,646.41	19,646.41	40,350.77
CASH - SAVINGS	303,148.17	\$ 53,926.81	28,960.77	328,114.21
PETTY CASH	50.00	-	-	50.00
SEWER RESERVE	403,718.53	10,033.46	-	413,751.99
TOTAL \$	747,267.47	\$ 83,606.68	\$ 48,607.18	\$ 782,266.97

MONTHLY REPORT OF TREASURER

H CAPITAL PROJECTS FUND

CASH - CHECKING	1,775.70	-	-	1,775.70
CASH - SC DRAINAGE CKING	1.00	-	-	1.00
CASH - SC SAVINGS	89,960.21	-	-	89,960.21
CASH - SAVINGS - SPLASH PAD	-	-	-	-
CASH - TEP GRANT PROGRAM	50,063.69	-	-	50,063.69
CASH - SL TRAIL STUDY	(7,119.50)	16,879.25	-	9,759.75

TOTAL \$ 134,681.10 \$ 16,879.25 \$ - \$ 151,560.35

HS CAPITAL PROJECT - WWTF

CASH - CHECKING	-	67,365.46	67,365.46	-
CASH - SAVINGS	(1,800.40)	67,365.46	67,365.46	(1,800.40)

TOTAL (1,800.40) 134,730.92 134,730.92 (1,800.40)

JA SILVER LAKE WATERSHED

CASH - CHECKING	118.91	56.70	56.70	118.91
CASH - SAVINGS	44,574.33	1.83	56.70	44,519.46

TOTAL \$ 44,693.24 \$ 58.53 \$ 113.40 \$ 44,638.37

TA TRUST & AGENCY

CASH - CHECKING	151,770.30	93,636.59	88,523.68	156,883.21
CASH - SAVINGS- SURETY FEE	713.26	0.03	-	713.29
CASH - CHALK ART FESTIVAL	-	-	-	-
CASH - SAVINGS - P&R IMPROVE	0.11	-	-	0.11

TOTAL \$ 152,483.67 \$ 93,636.62 \$ 88,523.68 \$ 157,596.61

TOTAL ALL FUNDS \$ 3,725,314.84 \$ 927,028.18 \$ 926,934.85 \$ 3,725,408.17

STAFF REPORT

From: Matthew Jensen
To: Mayor Hauser & Village Trustees
Date: June 19, 2017
Re: Board Meeting Agenda



The following items will be discussed as part of the Village Administrator's report:

- **East Hill Creamery** – Please see attached Staff Report.
- **Waste Water Treatment Facility** – Met with Clark Patterson & Lee regarding outstanding issues with Phase 1 of the WWTF. Staff members have expressed concerns regarding screen, flow meters, and hydraulics of the flow. Instituted a weekly meeting for resolving punch list items before proceeding with Phase II of the project.
- **Birchwood Acres Water** – A community meeting was held on June 12th to review impact of Town of Castile's water project on Birchwood Acres residences. It appears the homeowner's lines will handle the increase in pressure but the connections between the main water line and the curb boxes are sub-par. The Village will investigate solutions to the issues and will reconvene with the
- **CHIPS Projects** – DPW plans on resurfacing Leicester, Covington and Church streets starting on July 11th. Full paving will be completed by August 1st. Critical sidewalk repair along those streets will be included in the project. Also working with the Town of Castile to review responsibility of repairs on Camp Road.
- **Main Street Project** – Punch list items are still in progress. New planter arms for the appropriate weight are on order. New plantings in the medians occurred last week. Several rose plants remain to be installed once received. Puddling areas were reviewed with the contractors on June 13th. Solutions are being researched.
- **Main Street Drainage Project** – Awaiting bid opening on July 27th. Completion of the project is expected by November. Five soil identification areas will be undertaken before the bids are opened.
- **Workers Compensation Claim** – I had Renee Koziel submit a Workers Compensation claim for her strained sciatica that occurred during the planting of the Complete Payroll Processing 25th anniversary event. She had seen the doctor and was instructed to take time off to recover. This leave occurred June 6th through the 9th.

- ***Village Credit Card*** – I have asked Gail Vosburg to research a Village Credit Card account to help facilitate easier processing of emergency purchases and planning of specialty training and conferences for Village employees. While being mindful of the potential for misuse, the realities of today's market practically mandates access to credit cards for processing some requests.

- ***Coordination Meetings*** – I have held or attended several meetings over the last two weeks. These include:
 - Local Update of Census Addresses
 - Wyoming County Consolidated Services Initiative
 - Meeting with CSEA Union Representatives
 - Meeting with Complete Payroll Processing
 - Meeting with Silver Lake Association – Mark Emmerson
 - Meeting with Brian Bieger – BIL Program
 - Budget meetings with Police, Parks & Rec, Water/Sewer, and Public Works
 - Introduction with Dan Judd of NYS DEC.