

**VILLAGE OF PERRY
VILLAGE BOARD MINUTES
MAY 4, 2020**

A regular virtual meeting of the Village of Perry Board of Trustees was held through live video conferencing on the 4TH day of May 2020 at 7:30 pm and that pursuant to Governor Andrew Cuomo’s Executive Order 202.1 dated March 7, 2020, said meeting was broadcast live and the public had ample notice of when and how to access the video conference.

PRESENT:	Rick Hauser	Mayor
	Jacque Billings	Trustee
	Dariel Draper	Trustee
	Eleanor Jacobs	Trustee
	Arlene Lapiana	Trustee

ALSO PRESENT:	Matt Jensen	Village Administrator
	Gail Vosburg	Village Clerk
	Alyssa Cutcliffe	Property Maintenance Officer

Guests:	Lorraine Sturm	Bill Bark
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Mayor Hauser called the meeting to order at 7:30 pm and led in the pledge to the flag.

PUBLIC COMMENT

No one from the public spoke.

MINUTES

Minutes approved – Motion by Trustee Billings, seconded by Trustee Lapiana, to approve the following minutes:

- April 20, 2020 Regular Board Meeting
- April 27, 2020 Special Board Meeting

On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Hauser aye. The motion was carried.

Trustee Lapiana joined the meeting at 7:35 pm.

PRESENTATIONS

PROPERTY MAINTENANCE OFFICER REPORT

PMO Alyssa Cutcliffe presented the first quarter report for 2020. Progress is being made on several properties. There are approximately 10-15 violations that could result in potential court action. Several violations are already in the court system and are at a standstill until court resumes. She is working with the County Clerk’s office and banks to address foreclosed properties. Her next focus will be on signs and compliance with the zoning law requirements.

Letchworth Gateway Villages & MOU with Social Environmental Entrepreneurs (SEE)

Mayor Hauser gave a quick summary of the LGV program; the program is in its fourth year. As LGV is trying to bring in additional partners and private organizations to join the program, they feel that LGV should be moved to a 3rd party administrator that can assist them in obtaining their 501c status. A MOU was presented for the board to review between LGV and SEE for Fiscal Agent duties and responsibilities. The LGV program would then be exposed to more funding opportunities that they currently do not have access to. SEE is an organization that helps informal non-profit organizations transition to full 501c status by acting as its fiscal agent. They do charge 6.5% of a programs revenue as part of its fiscal sponsorship fee. Currently, LGV does not have an administrative expense.

Mayor authorized to sign MOU between LGV and SEE – Motion by Trustee Billings, seconded by Trustee Draper, to authorize the Mayor to sign the MOU between LGV and SEE for fiscal agent duties and responsibilities. On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

PERRY PUBLIC BEACH IMPROVEMENT PROJECT – EXTEND CONTRACT TERM

Administrator Jensen asked the board to consider extending the Public Beach Improvement Project contracts for Camco Construction and MKS Plumbing for an additional month due to the COVID-19 pandemic. The new completion date would be July 3, 2020. The delay in completing the landscaping will have an impact on the Ring of Fire set for July 3, 2020 as the public beach will not be available. The public beach should be available for the Shake on the Lake. There is no additional cost with the extension of the contracts.

Addendum to extend the contracts for the Public Beach Improvement Project approved – Motion by Trustee Jacobs, seconded by Trustee Lapiana, to authorize the Mayor to sign the addendums, as recommended by the architects, to extend the completion date of the Perry Public Beach Improvement Project to July 3, 2020 for the contracts with Camco Construction and MKE Plumbing. On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

PERRY PUBLIC BEACH IMPROVEMENT PROJECT – ELECTRICAL WORK

Administrator Jensen presented a letter of agreement between the Village and Paul Royce, an Independent Contractor, to provide installation, consultation and coordination of the electrical services for the Perry Public Beach Improvement Project. The LOA will expire July 3, 2020.

Letter of Agreement with Paul Royce approved for Public Beach Project Electrical work – Motion by Trustee Jacobs, seconded by Trustee Lapiana, to approve and authorize the Mayor to sign the Letter of Agreement with Paul Royce to provide installation, consultation and coordination of the electrical service for the Perry Public Beach Improvement Project with an expiration date of July 3, 2020. On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

WAIVER OF LATE FEES FOR WATER & SEWER BILLS DUE AT END OF APRIL

Administrator Jensen presented an analysis of water & sewer bills from the past quarter and the impact of the delinquency balance after the bill's due date. The Village is not currently seeing an increase in people unable to make their water & sewer bill payments. The Village Board made a decision on April 2, 2020 to waive the late fees for the bills due at the end of March. The recommendation is to waive late fees for the water & sewer bills due at the end of April and the end of May.

Late fees waived – Motion by Trustee Lapiana, seconded by Trustee Draper, to waive late fees for water and sewer bills that were due April 30, 2020 and that will be due May 31, 2020.

On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

OLD WATER & SEWER EQUIPMENT VEHICLE DECLARED SURPLUS

Administrator Jensen reported on the equipment from the old water & sewer vehicle (formally an ambulance) has been moved to the vehicle recently purchased from the Town of Castile (also a former ambulance). He is recommending that the old vehicle be declared as surplus.

Old Water & Sewer vehicle declared as surplus – Motion by Trustee Jacobs, seconded by Trustee Draper, to declare as surplus, the old water & sewer equipment vehicle as the new vehicle is now ready to be in service. On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

CLERK/DEPUTY TREASURER REPORT

Vouchers approved for payment – Clerk Vosburg presented the following vouchers for payment:

Vouchers # 202214 - # 202225

General Fund	\$ 45,830.72
Water Fund	\$ 6,754.96
Sewer Fund	\$ 6,893.95
Trust & Agency	<u>\$ 56,480.10</u>
Total	\$115,959.73

Vouchers # 202226 - # 202291

General Fund	\$ 70,497.04
Spec. Grant Fund	\$ 2,329.10
Water Fund	\$ 24,308.35
Sewer Fund	\$ 48,149.63
Cap. Projects Fund	\$ 12,925.00
SLWC	\$ 10.68
Trust & Agency	<u>\$ 56,995.42</u>
Total	\$215,215.22

Trustee Jacobs has audited the vouchers. Motion by Trustee Billings, seconded by Trustee Lapiana to approve payment of the vouchers as presented. On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

2020-2021 Village Tax Warrant approved – Motion by Mayor Hauser, seconded by Trustee Billings, to approve the 2020-2021 Village Tax Warrant in the amount of \$2,109,039.00. On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

TRUSTEE REPORTS

Trustee Jacobs announced that there will be a Silver Lake Trail Steering Committee WebEx meeting on Wednesday, May 27th at 7:00 pm. This will allow the public to comment on the Silver Lake Trail project.

Mayor Hauser reported that the work on DRI application is still going forward even though there has been no information on potential funding and application deadline. He advised the

board that there was a terrific response to the request for the Village Hall ADA Accessibility project solicitation of architectural/design firms. Over 20 proposals were received. Mayor Hauser announced that the Village did receive \$40,000 in UPWP grant funds from the Genesee Transportation Council for the accessibility study on North Center Street. Several more income survey responses are needed in the target area of Benedict St and Watkins Ave for potential storm drain improvements. Two mailings have already been done.

PMSA has sent out to businesses listed on their mailing list the Fresh Start 2020 program information and application. One completed application has been returned for consideration.

Motion to adjourn the meeting at 8:32 pm was made by Trustee Draper and seconded by Trustee Billings. On a call of the roll, the vote was as follows: Draper aye; Billings aye; Jacobs aye; Lapiana aye. The motion was carried.

Gail I. Vosburg
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Village Clerk