

Village of Waterloo

Board Meeting Minutes

4/9/2018

A public hearing for the Tentative Budget for the Fiscal Year 2018-2019 was held on Monday, April 9, 2018 at 7PM in the Village Office. Mayor Young opened the public hearing at 7PM with a comparison of the Fiscal Year 2018-2019 Budget with the Fiscal Year 2017-2018 Budget. In attendance were Trustees Mull, Marquart, and Butlak. Trustee Suffredini was absent due to illness. No public comments were made. Motion by Trustee Mull, seconded by Trustee Butlak to close public hearing. All voted aye, carried. Public hearing was closed at 7:05PM.

Mayor Young then called to order the Village **Organizational Meeting** at 7:10PM.

Appointment by Mayor Young, which did not need Board approval, was for Deputy Mayor- Gina Suffredini for a 1-year term.

Appointments by Mayor Young, which did require Board approval, were as follows:

- A. Loan Committee/5-year term - Lee Henry
- B. Acting Justice/1-year term - Open
- C. Village Attorney/1-year term - Benjamin & James

Motion by Trustee Mull, seconded by Trustee Marquart to approve appointments A-C. All present voted aye, carried.

Mayor Young stated that Village Clerk will swear in and file all necessary oaths of office.

Mayor Young then made the following Committee appointments:

- A. Personnel: Gina Suffredini/ John Butlak
- B. Finance: John Butlak/ Les Marquart
- C. Public Works: John Butlak/ Les Marquart
- D. Parks & Recreation: Josh Mull/ Les Marquart
- E. Water & Sewer: Les Marquart/ Gina Suffredini
- F. Public Safety: Josh Mull/ Gina Suffredini
- G. Community Development and Planning: Gina Suffredini/ Josh Mull

First name will act as Committee Chairperson, Mayor is an ex-officio member of each Committee.

Mayor Young stated that the following motions be made by the Board:

- A. Meeting nights will be the second Monday of month, beginning at 7PM.
- B. The official depositories will be the Waterloo Branches of Community Bank, Savannah Bank, and the Seneca County Branch of Five Star Bank.
- C. The official newspapers will be the Finger Lakes Times (daily) and The Reveille Between the Lakes (weekly).

- D. Mileage allowance shall be set at \$.50 per mile.
- E. Approval for Clerk-Treasurer to pay utility invoices or invoices that carry a discount or interruption of services without prior Board approval. However, Board approval must be granted at the next Board Meeting.
- F. The investment policy of the Village per GML, Section 39 hereby requires that the Clerk-Treasurer invest monies in compliance with GML, Section 11.

Motion by Trustee Mull, seconded by Trustee Marquart to authorize and to approve motions A-F.

All present voted aye, carried.

Special Board Meetings may be called at any time by Mayor or any two (2) Trustees. This Board will not adopt any formal rules of procedure for meetings. It shall operate at the sufferance of the presiding officer.

Review of Village Procurement Policy:

- A. Subject to GML, Section 103
 - Purchase contracts for public works above \$20,000
 - Contracts for services of public works above \$35,000
- B. Exceptions to competitive bidding requirements of GML, Section 103
 - Preferred Sources
 - State Contracts
 - County Contracts
 - Certain Federal Contracts (Technology)
 - Emergencies
 - Sole Source
 - Professional Services
 - True Leases
 - Insurance
 - Second-Hand equipment from other Governments
- C. Village has passed a Local Law to award purchase contracts on the basis of "Best Value" rather than the "Lowest Responsible Bidder," with the exception of purchase contracts or contracts for services of public works subject to the "Prevailing Wage" requirements of Article 8 of the Labor Law.
- D. All other purchases not specifically covered by GML, Section 103 will fall under GML, Section 104-b subject to Local Government policies.

Motion by Trustee Mull, seconded by Trustee Marquart to adjourn the Organizational Meeting. All present voted aye, carried. Organizational Meeting adjourned at 7:14PM.

A regular meeting of the Waterloo village Board of Trustees was called to order by Mayor Young at 7:15PM.

Pledge of Allegiance: Pledge of Allegiance was led by Mayor Young, prior to the public hearing.

Roll Call: Present were the Honorable Mayor Young, Trustee Mull, Trustee Marquart, and Trustee, Butlak. Trustee Suffredini was absent due to illness.

Consent Agenda: Motion by Trustee Butlak, seconded by Trustee Mull to approve the Board Meeting Minutes from the 3/12/18 regular meeting, 3/21/18 public hearing, and 3/28/18 budget workshop, Police Report for 3/18, Justice Report for 3/18, Street Department (DPW) Report for 3/18, Water Treatment Plant Report for 3/18, Waste Water Treatment Plant Report for 3/18 (DMR- 2/18), Fire Department Report for 3/18, Recreation Department Report for 3/18, Zoning Officer Report for 3/18, and Dog Warden Report for 3/18. The 3/12/18 abstracts through 3/31/18. Further, that the following bills be paid:

1. General Abstract #11 for 4/9/18	\$ 67,547.04
2. Water Abstract #11 for 4/9/18	\$ 56,507.86
3. Sewer Abstract #11 for 4/9/18	\$ 138,866.10
4. Comprehensive Plan Abstract for 4/9/18	\$ 0.00
5. CDBG (Micro.) Abstract for 4/9/18	\$ 3,466.99
6. Thoma Abstract for 4/9/18	\$ 3,177.01
7. Façade Program Abstract for 4/9/18	\$ 0.00
8. NY Main Street Abstract for 4/9/18	\$ 0.00
9. Pump Station Project abstract for 4/9/18	\$ 0.00
10. CDBG (Summit) Abstract for 4/9/18	\$ 0.00
11. Canal to Downtown Abstract for 4/9/18	\$ 0.00
12. Phase 3: I & I Study Abstract for 4/9/18	\$ 0.00
13. CDBG (Women's Shelter) Abstract for 4/9/18	\$ 0.00
14. CDBG (Housing Rehab.) Abstract for 4/9/18	\$ 22,557.13

All present voted aye, carried.

Motion by Trustee Mull, seconded by Trustee Butlak to approve the Budget Resolution to adopt the Tentative Budgets commencing on June 1,2018 and ending on May 31, 2019. All present voted aye, carried.

Motion by Trustee Marquart, seconded by Trustee Butlak to authorize Mayor Young to sign the Tax warrant for Fiscal Year 2018-2019 in the amount of \$2,675,497. All present voted aye, carried.

Motion by Trustee Mull, seconded by Trustee Marquart to authorize Mayor Young to sign the agreement for services with Seneca County for the listed property tax billing services for Fiscal Year 2018-2019. All present voted aye, carried.

Motion by Trustee Mull, seconded by Trustee Marquart to sign the agreement with Camoin Associates, awarded the Downtown Market study Grant for services, pending recommended changes. All present voted aye, carried.

Motion by Trustee Mull, seconded by Trustee Butlak to approve the 2018-2019 WVFD Line Officers and active member roster, as approved at the 4/5/18 WVFD Annual Meeting. All present voted aye, carried.

Motion by Trustee Marquart, seconded by Trustee Mull to approve the four Housing Rehabilitation applications pre-qualified by Thoma Development: (1) 20 W. Elizabeth Street - \$31,850, (2) 406 Railroad Ave. - \$31,835, (3) 1 Rockland Ave. - \$30,805.15, and (4) 48 Taylor Ave. - \$33,305. All present voted aye, carried.

Mayor Young stated that agenda item G. discussing land acquisitions needed for WTP improvement projects would be tabled until further information is received.

Mayor Young stated that the National Day of Prayer for 2018 would be held on Thursday, May 3rd, at St. Mary's Church. This year's National Day of Prayer theme is: "Making every effort to keep unity of the Spirit through the bond of peace."

Motion by Trustee Mull, seconded by Trustee Marquart to adjourn meeting. All present voted aye, carried. Meeting adjourned at 7:32PM.

Respectfully submitted by

Donald D. Northrup

Village Clerk