

**Village of Port Dickinson
Monthly Board Meeting
December 11, 2018
Port Dickinson Village Hall**

Officers Present:	Mayor	Kevin M. Burke
	Trustees	Robert Aagre Michael Cashman James DeGennaro Charles Harding
	Attorney	Bill Graves
	Clerk	Susan Fox
	Treasurer	Sandra Reifler

The regular monthly meeting was called to order at 6:00 pm by Mayor Kevin Burke

APPROVAL OF MINUTES:

Motion by Trustee Cashman, seconded by Trustee Harding, for approval of the minutes of the November 13 & November 27, 2018 meetings

AYE TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

PUBLIC COMMENT:

- Question regarding where the grease came from in the Watson Ave lift station. Trustee Aagre responded that it is unknown where the grease came from but there are less than 10 houses serviced by that lift station. He was send a letter to residents outlining Village concerns.
- Question regarding increase in the sewer rate for the upcoming year. Mayor Burke responded that the Village has not received any notification from the Sewer Board regarding rate increases for 2019.

TREASURER'S REPORT:

Written report to be filed with the Village Clerk.

AUDIT AND PAYMENT OF CLAIMS: Abstract #11 (2018-2019)

Motion by Trustee Harding, seconded by Trustee Cashman, to pay claims as listed on the Abstract of Unaudited Vouchers for the General Fund for \$64,796.52

AYE TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

Motion by Trustee Aagre, seconded by Trustee Harding, to pay claims as listed on the Abstract of Unaudited Vouchers for the Water Fund for \$1,891.83

AYE TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

Motion by Trustee Aagre, seconded by Trustee Harding, to pay claims as listed on the Abstract of Unaudited Vouchers for the Sewer Fund for \$603.13

AYE TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY NONE

COMMUNICATIONS:

COMMITTEE REPORTS:

Administration/Community Association/Code Officer/Building Officer: Written report on file with the Village Clerk

Parks/Public Works: *Trustee Harding reported that leaf pickup has been completed to the extent possible. He thanked the Community Associations for decorations at the Village Park.*

Planning Board:

Public Safety:

The Port Dickinson Fire Department responded to 24 calls for assistance, 4 medical calls and 20 Fire calls, mutual aid was given 10 times and was received 14, we had 14 calls in the Village, 10 calls in the town of Fenton. The Fire Department offered 36 man hours of training.

The Port Dickinson Police Department responded to 137 calls for assistance, gave mutual aid 7 times, they wrote 15 Traffic Tickets made 1 Arrest criminal contempt and 1 UPM arrest.

Water/Sewer :

1. Our recent run of good luck in not having any water or sewer line breaks lasted until this past weekend, . At least 2 breaks in the sewer line appeared on the east end of Kirkwood Ave. and, after another break in the same area a year ago, it was deemed prudent to replace the approximately 250-foot sewer pipe with new plastic pipe. We got a very fair price of no more than \$19,000 for parts and labor, with the exception of the hot asphalt restoration, which will be done separately in the Spring. We thank the residents on the east end of Kirkwood for their cooperation. The project should be finished this week.

2. The Watson Ave lift station has had a series of clogs caused by massive doses of grease being flushed/dumped down the drains. Repeated doses of industrial-strength Dawn detergent has worked well, but for the long-term, we have ordered some special algae enzymes which will feed on the grease year-around.

Zoning:

RESOLUTIONS:

- Motion by Trustee DeGennaro, seconded by Trustee Harding, for a Resolution approving the following:

AYE	TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY	NONE
- 1. Resolution approving Mayor's reappointment of Coughlin & Gerhart as Attorney for the Village for a term to expire December 31, 2019.
- 2. Resolution approving Mayor's reappointment of Susan Fox as Village Clerk/Tax Collector for a two-year term to expire December 31, 2020
- 3. Resolution approving Mayor's reappointment of Sandra Reifler as Village Treasurer for a two-year term to expire December 31, 2019
- 4. Resolution approving the Mayor's appointment of William Broderick as Building Inspector for a one-year term to expire December 31, 2019.
- 5. Resolution approving the Mayor's appointment of John Broughton as Code Enforcement Officer for a one-year term to expire December 31, 2019
- 6. Resolution approving Mayor's reappointment of Corina Beames as Deputy Village Clerk for a term to expire December 31, 2019
- 7. Resolution approving Mayor's reappointment of Robert Blakeslee and Roger Shaller as Village Historians for a term to expire December 31, 2019
- 8. Resolution approving Mayor's reappointment of Peter Dionne as member of the Planning Board for a term to expire December 31, 2023
- 9. Resolution approving Mayor's reappointment of Robert Sherling as member of the Zoning Board of Appeals for a term to expire December 31, 2023
- 10. Resolution reaffirming mayoral appointment of ad hoc member(s) for the Zoning Board of Appeals - Paul Kallfelz.
- 11. Resolution reaffirming mayoral appointment of ad hoc member(s) for the Planning Board - Emily Carpenter
- 12. Resolution approving Robert Shields, Edward Corcoran, Robert Aagre as members to the Tree Board.

- Motion by Trustee Harding, seconded by Trustee Aagre, for a Resolution approving the following:

AYE	TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY	NONE

- 13. Resolution reaffirming and re-adopting resolutions establishing Procurement Policy adopted February 14, 1995 and Cash Management and Investment Policies adopted December 14, 1993
- 14. Resolution designating the following Tuesdays of each month as Village Board meeting nights at Port Dickinson Village Hall

Second Tuesday – Regular Village Board Meeting 6:00pm
Fourth Tuesday – Work Session 5:00pm
- 15. Resolution appointing the Press & Sun-Bulletin as the official newspaper for 2019, and requiring the applicant on a zoning matter or an environmental matter to pay the cost of such publication in the official newspaper of the Village.
- 16. Resolution naming all commercial banks in Broome County as depositories for Village funds.
- 17. Resolution reaffirming the Village Hall Use Policy adopted 10/8/2002.

- Motion by Trustee Cashman, seconded by Trustee Harding, for a Resolution authorizing the following:

AYE	TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY	NONE
- 18. Resolution reaffirming the Village Employee Personnel Policy adopted 11/12/2002 as amended
- 19. Resolution requiring all vouchers to be submitted to the Village Clerk’s office before noon on the Monday prior to the first Tuesday of each month to qualify for audit and payment at next regular Village Board meeting.
- 20. Resolution establishing reimbursement of travel and mileage expenditures incurred in 2017 for travel and use of private vehicles on Village business at the Internal Revenue Service (IRS) rates prescribed for 2018.
- 21. Resolution authorizing payment in advance of audit on claims for public utility services and postage.
- 22. Resolution setting the date for the next organization meeting as December 11, 2018.
- 23. Resolution authorizing the Mayor and Trustees to attend any and all meetings of the Broome County Association of Towns & Villages.
- 24. Resolution designating the bulletin board on the south wall inside the main front door as the official place for posting legal notices by the Village Clerk.
- 25. Resolution renewing the agreement with SUNCO HOLDING CORP. d/b/a U SAVE TOWING AND RECOVERY, with offices located at 339 Front Street, Binghamton, NY 13901, hereinafter referred to as “U SAVE.”

- Motion by Trustee Cashman, seconded by Trustee DeGennaro, for a resolution to approve the Fire Department election of Michael Scott as Chief for a 3 year term

AYE	TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY	NONE

- Motion by Trustee Cashman, seconded by Trustee Aagre, for a resolution to accept the resignation of Mark Robinson, Police Officer, effective when his sick and vacation leave expires no later than 12/31/18.

AYE	TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
NAY	NONE

- Motion by Trustee Cashman, seconded by Trustee DeGennaro, for a resolution to retain the professional services of PA Every Architect to draft construction drawings, specifications and cost estimates for an addition to the front of the Fire Department garage, provided that PA Every enters into a signed contract with the Village for those services.

AYE	TRUSTEES CASHMAN, DEGENNARO, HARDING
NAY	NONE
PRESENT	TRUSTEE AAGRE

- Motion by Trustee Cashman, seconded by Trustee Aagre, for a resolution to declare that the retention of the professional services of PA Every Architect to draft construction drawings, specification and cost estimates for an addition to the front of the Fire Department garage is a Type 2 SEQR action under the following sections of the SEQR regulations: 617.5(c)(7) and 617.5(c)(18)
 AYE TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING
 NAY NONE

NEW BUSINESS:

1. Mayor Burke attended a meeting with the Broome County Executive. It was reported that the County is in the process of updating the public safety radio system. There will be a fee collected on landlines (\$17) and on cell phones (\$19) to pay for the system.
2. Trustee Aagre attended a meeting on FEMA guidelines and has distributed information to the Mayor and Trustees.
3. Deputy Mayor appointment for 2019
 Trustee James DeGennaro
4. Committee Assignments for 2019
Administration Commissioner – James Degennaro
 - Community Association Liaison.
 - Broome County Shared Services Health Care Committee.
 - Medical Insurance Cost Containment Initiative.

Public Safety Commissioner – Michael Cashman

- Broome County Emergency Services Liaison. (Fire, Police and EMS)

Public Works & Parks Commissioner – Charles Harding

- Broome County Shared Services Public Works Committee.
- FEMA Coordinator of applications and activity.
- Village Tree Committee Leader.
- County & Municipalities Sharing of Parks Services Committee.
- Broome County Parks Liaison.
- Local Waterfront Redevelopment Project.

Water & Sewer Commissioner – Robert Aagre

- MS4 (Municipal Separate Storm Sewer System) coordinate compliance with Engineer.
- Sewer Treatment (BJCJSTP) Representative.
- CMOM operations.
- FEMA liaison

Mayor:

Greater Binghamton Council of Governments.
 Broome County Association of Towns & Villages.
 NYSDOT Greenway Committee.
 NYSDOT Liaison to Regional Director and local Engineers.
 Outside Sewers Users Group of the BJCJSTB.
 Broome County Legislature Finance Committee.
 Millennium Pipeline Relations.
 Broome County Civil Service.
 Broome County Executive Point of Contact.
 Flood Mitigation Coordination – FEMA, DEC, Corp. of Engineers & Local Engineers

Adjournment:

Motion by Trustee Harding, seconded by Trustee Cashman to adjourn the meeting at 6:30PM

AYE TRUSTEES AAGRE, CASHMAN, DEGENNARO, HARDING

NAY NONE

Respectfully submitted,
Susan Fox, Village Clerk