

MINUTES – Alfred Village Board of Trustees Meeting

July 14, 2015

Present: Mayor Grigg (9:05 p.m.); Trustees Bowden, McClain, McDowell; Clerk-Treasurer Koegel; Deputy Clerk-Treasurer Hasper; Police Chief Griffith; and approximately 8 members of the public

1. **Meeting Opening** – Deputy Mayor McClain opened the meeting at 7:30 p.m.
2. **Announcements** – Deputy Mayor McClain thanked Clerk-Treasurer Koegel for her service to the village and wished her well in her new appointment.
3. **Guests** – no comments
4. **Minutes** – **A motion was made** and seconded by Trustees McDowell/Bowden to approve the minutes of the regular board meeting of June 9, 2015 and the special meeting of June 25, 2015. Motion passed 3-0.
5. **Bids**
 - a. **Water Tank Recoating** – **A motion was made** and seconded by Trustees Bowden/McDowell to award the contract to Pittsburg Tank & Tower Maintenance Co., Inc. for water storage tank rehabilitation in the amount of \$79,120. This was the only bid that was received at the time of the public opening of the bids, 10:00 a.m. on July 14, 2015, with Supt. McNulty, Trustee McDowell, Engineer Tom Swift from Clark Patterson Lee, Clerk-Treasurer Koegel and Deputy Clerk-Treasurer Hasper all present. Motion passed 3-0.
6. **New Business**
 - a. **Zoning request for 123 N. Main** – The board discussed with Paul Johnson his zoning request. **A motion was made** and seconded by Trustees McDowell/Bowden to develop the language for a change to the zoning map for 123 N. Main St. Motion passed 3-0.
 - b. **Local Law #2 – Noise Control (Public Hearing)** – **A motion was made** and seconded by Trustees McDowell/Bowden to set a public hearing for September 8, 2015 at 7:15 p.m. Motion passed 3-0.
 - c. **Local Law #3 – Open Container (Public Hearing)** – **A motion was made** and seconded by Trustees McDowell/Bowden to set a public hearing for September 8, 2015 at 7:00 p.m. Motion passed 3-0.
 - d. **Main Street Closure** – **A motion was made** and seconded by Trustees McDowell/Bowden to close Main Street for a short time on September 12, 2015 for the Alfred State College 5K. Motion passed 3-0.
 - e. **2015 Youth Program Agreement** – **A motion was made** and seconded by Trustees Bowden/McDowell to authorize the mayor to sign the 2015 Youth Program Agreement with Allegany County. Motion passed 3-0.
7. **Old Business**
 - a. **Competitive Part-time Police Officer** – **A motion was made** and seconded by Trustees McDowell/ Bowden to appoint Zachary Klafehn as permanent part-time police officer. Motion passed 3-0.
 - b. **Waste Hauler Contract – Wolfer’s Septic** – **A motion was made** and seconded by Trustees Bowden/McDowell to approve contract through May 31, 2018. Motion passed 3-0.
8. **Working Groups/Committees**
 - a. **FRB (Financial Restructuring Board) Discussion Committee** – Deputy Mayor McClain gave an update.

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9. **Public Comment Period** – Those present discussed zoning, the proposed dog park and proposed noise law.
10. **Reports** –
- a. Justin Grigg (Mayor) – no report
 - b. Peter McClain (Code Enforcement/Planning Board) – Trustee McClain gave a written report in advance of the meeting.
 - c. Becky Prophet (Youth & Recreation/Fire & Ambulance Dept.) – no report
 - d. Brad Bowden (Wastewater Treatment Plant) – Trustee Bowden gave a written report in advance of the meeting.
 - e. Tom McDowell (Streets & Water) – Trustee McDowell gave a written report in advance of the meeting.
 - f. Paul Griffith (Police) – Chief Griffith gave a written report in advance of meeting.
 - g. Kathryn Koegel (Clerk-Treasurer) – Clerk-Treasurer Koegel gave the report.
11. **Finance**
- a. **Sewer Fund Equipment Reserve** – **A motion was made** and seconded by Trustees McDowell/ Bowden to transfer \$47,500 out of the Sewer Fund Equipment Reserve account and into Sewer Fund Balance. Motion passed 3-0.
 - b. **Budget Adjustments** – **A motion was made** and seconded by Trustees McDowell/ Bowden to increase the General Fund account A16202 Building Equipment and decrease A915.0418 Village Hall Improvement Reserve in the amount of \$1,700 for purchase and installation of ceiling fans in the village clerk’s office. Motion passed 3-0.
 - c. **Bills** –
 - i. **Abstract 2016-2** – **A motion was made** and seconded by Trustees Bowden/McDowell to pay bills in the total amount of \$140,131.31 as detailed below and on the abstract list distributed to the board. Motion passed 3-0.
 1. General Fund \$82,198.59
 2. Water Fund \$7,652.16
 3. Sewer Fund \$50,280.56
 - ii. **Abstract 2015-3** – **A motion was made** and seconded by Trustees McDowell/Bowden to pre-approve payment of the bills from Abstract 2016-3, to be detailed and on an abstract list distributed to the board at the September meeting. Motion passed 3-0.
12. **Recess** – Deputy Mayor McClain called a recess at approximately 9:00 p.m. Mayor Grigg joined the meeting and the recess ended at 9:05 p.m. Minutes from this point forward were taken by Trustee McClain.
13. **Executive Session** – Motion to go into Executive Session by Trustee McDowell, seconded by Trustee Bowden. Approved 4-0. Motion to exit Executive Session at 10:20pm by Trustee McDowell, seconded by Trustee Bowden. Approved 4-0.
14. **Motions following Executive Session**
- a. A motion was made and seconded by Trustees McDowell / Bowden to authorize a committee consisting of Mayor Grigg, Trustee Bowden and WWTP Chief Operator Costello to finalize a job description and advertise for a Wastewater Treatment Plant Assistant Operator. Final job description will be provided to the Village Clerk by Friday, July 17 with applications received through August 14. Motion passed 4-0.

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- b. A motion was made and seconded by Trustees McDowell / McClain to appoint Carolyn Hasper as temporary full-time Deputy Clerk-Treasurer at a rate of \$20 per hour, effective July 15, 2015 with pay rate retroactive to July 13, 2015. Motion passed 4-0.
 - c. A motion was made and seconded by Trustees McClain / McDowell to authorize a committee consisting of Mayor Grigg and Deputy Mayor McClain to finalize a job description and advertise for a Village Treasurer. Final job description will be provided to the Village Clerk by Monday, July 20 with applications received through August 18. Motion passed 4-0.
 - d. A motion was made and seconded by Trustees McDowell / Bowden to increase the Village Deputy Mayor annual salary by \$1,250 and the Village Mayor annual salary by \$2,500 during this time of transition to acknowledge increased participation in village administration. Salary increases will take effect in August 2015 and be reviewed in July 2016. Motion passed 4-0.
 - e. A motion was made and seconded by Trustees McClain / McDowell to amend local law proposal 2015-2, Section 5A to read "unnecessary noise between the hours of 10pm and 8am Monday through Saturday." Motion passed 4-0.
15. **Adjournment** – **A motion was made** and seconded by Trustees McDowell / Bowden to adjourn at 10:29pm. Motion passed 4-0.
16. **Upcoming Meetings**
- a. Next Regular Board meeting Tuesday, September 8, 2015 at 7:30 p.m. following two public hearings beginning at 7:00 p.m.

Respectfully submitted,

Kathryn L. Koegel, Clerk-Treasurer