



BOARD OF TRUSTEES
WILLIAM SHERMAN, MAYOR
SHANE ELLIS, TRUSTEE
CHRIS RYAN, TRUSTEE
DON WILSON, JR., TRUSTEE
ANDREW WRIGHT, TRUSTEE

VILLAGE BOARD OF TRUSTEES REGULAR MEETING UNAPPROVED MINUTES 10/13/2021

Present: Mayor William Sherman, Deputy Mayor Don Wilson Jr, Trustees Shane Ellis, Chris Ryan, Fire Chief Stefan Szozda.

Excused: Trustee Andrew Wright, Clerk Debbie Pinckney, DPW Superintendent Dan Patterson, WWTP Josh Kneaskern

Staff: Deputy Clerk Jen Ogburn, Treasurer Lisa Schiminske

Public: Jill Solfiell, Michelle Reno, Chelsea Heath

- Mayor William Sherman call to order – with pledge to the flag at 7:01pm
- Changes/Additions to Agenda -
- Announcements –
- Presentations- Revize presentation via ZOOM by Robert Suchomel
 - Training individuals to use the website is complimentary – no limit on number of people who can be trained to upload information onto the website.
 - 24-hour customer service help line – included in yearly contract price
 - New website set up cost will include migrating all information from old website to new website, Revize form builder, document center, agenda/minute center, bill pay
 - Cost is \$2200.00 - \$1250.00 is for initial website setup and migrating old website information to the new website, \$950.00 – yearly contract fee.

Motion to have Revize be the new Village of Cayuga Website Host.

Motion made by Trustee Wilson, Second by Trustee Ellis. 4/0 approved.

- Submitted Public Comment
- Correspondence –
 - Tobacco-free CNY
 - Comp Alliance – Safe Workplace Award Program
 - Household Hazardous Waste Collection
 - INHS -Cayuga Elementary Gym – To be discussed under new business
 - Department of Public Service & ECC Technologies Internet Survey
 - CCAV October Dinner – 10/26/2021 7:00pm at the Old Meridian Fire Dept

- Quarterly Survey of Property Tax Collections
- **Village Departmental Report(s) –**
 - a. **Village Treasurers Report(s)** – Lisa Schiminske - See Treasurer’s report
 - b. **Codes** – Kevin Foster –
 - August 20, Issued permit 21-19 207 Genesee St Doors and windows
Issued permit 21-20 6333 Water St Fence
Research lot requirements 6027 Lake Street
 - August 26, Complaint 6375 Willard Street regarding Property Maintenance
 - August 27, OTR Center Street Glazing
 - August 31, Spoke with Frank regarding B&B regulations Towpath Rd
Complaint Bonnie Smith about Salato Gardens
 - September 1, Email application for Fence 6184 Center Street
 - September 9, Question from neighbor on Center St about Fence Zoning
 - September 13, Text asking for final on permit
 - September 17, Office Hours
 - September 18-22 Attended the ICC codes meeting in Pittsburg PA
 - September 20, Text complaint 10:22pm about noise complaint Lake Street
 - September 24, Office Hours
Sent Email to property owner about noise complaint
File completed permits
 - September 28, Call from Daniel 6161 Court St on Fence Zoning
 - September 30, Call from John regarding mowing lot on Willard St
Call from Daniel 6161 Court St which way must fence face?
 - October 1, Office Hours
Resident stopped in to complain about Garbage Cans
Email sent regarding garbage
Call for questions on fence
 - c. **WWTP** – Bob Kneaskern
The plant is running well. We have begun to prep our equipment and the plant for winter weather. We are still waiting on Grout tech to make their way to the village. We don’t have a set date at this time, but they are working their way to us and have dropped off some equipment. We recently received notice that DDS will be replacing a gas line on the North end of the village through the over forty DIG tickets that we have marked out. We have attached the maps that we got upon request from DDS for your viewing. We have also contacted the DDS foreman in charge of the job to schedule a site visit to go over our concerns. An inflow cover was installed on the manhole behind the Bedel residence to combat flooding infiltration in that area.
 - d. **DPW** – Dan Patterson –
 - 1. **Streets**
 - leaf and brush continue
 - will be using cold patch on some potholes
 - due to COVID 19, paving will not take place this fall. Trying to lock them into same price.
 - white truck is at Oakwood for estimate on rear brakes of \$2500
 - 2. **Parks**
 - docks out

- mowing and weed whacking
- going to do some work on the trails
- going to install fence at school

3. Cemetery

- several burials and a few more to go
- still cutting grass and weed whacking
- some more brush cleaned up

4. Hall

- taking trash out and dumping the dehumidifier

e. Fire Department – Chief Stefan Szozda

The department has received back 2 proposals for Assistance to Firefighters Grant. MES and Jerome Fire Equipment both provided very competitive proposals with similar costs and material. The 3 chiefs will decide in the upcoming month which proposal to go with.

The TP's rear leaf springs have been repaired. Thank you to Allied Spring of Syracuse for coming under their quoted price for the repair.

The department is still waiting for the paperwork to come back from the DMV in order to put the former WR-1 on to Auctions International.

There were nineteen (19) alarms for the month of September. Three (3) EMS calls in the village. We had twelve (12) mutual aid EMS, two (2) mutual aid MVA calls and two (2) service calls. The Department had logged ninety-four (94) total man-hours of training for the month of September, station maintenance, new member orientation, and monthly vehicle checks.

f. Waterfront Committee – Michele Reno

- Chili Cook-off is this Saturday, October 16, 2021.
- Everything is set to go, only concern is electric as they do not have a key for concession stand yet. – Will speak with Dan to get key or Andra Case from Southern Cayuga Little League to get key prior to Saturday.
- Michelle and Joelle cleaned up bathrooms at McIntosh in preparation for Saturday's event.
- Set up will begin at 8:00am
- Tastings are 12:00pm-3:00pm

g. Rec – Jill Solfiell

- Tuesday and Thursdays – 5:00pm – 8:00pm. Kids would be there 5:30-7:30 – set up 5:00-5:30 and clean up 7:30-8:00.
- Will have a calendar made up with what activities will be done on what days. (Example: Tuesday will be an arts and craft day; Thursday will be a gym day)
- Ages for program Kindergarten – 8th Grade
- Program will follow same Covid protocols as the school does, including contact tracing forms to be filled out daily by the child's parent. If they do not have the form, they cannot attend the program that day.
- 2 attendants will be necessary for the program. Jill will be 1 attendant; program can start once a second attendant has been hired through Civil Service.

Motion to proceed with a rec program with 2 Rec Attendants. **Motion made by Trustee Ryan, Second by Trustee Ellis. 4/0 approved.**

e. Village Clerk Report – Debbie Pinckney

- Tax Collection is now in the penalty period until November 4th when un-paids will go on to Town & County Taxes Total Collected to date – \$206,684.79 (outstanding \$9,267.05.)
 - 220 Genesee St – attempting to schedule a joint Planning and ZBA meeting to facilitate the process for site plan approval for a new home and an area variance request by the end of the year – note the Village opted out of 239 County Planning Review for Area Variances.
 - Deputy Clerk Jen Ogburn is continuing Clerk training.
 - Still no word from Albany on the Title request for the fire department boat.
 - LWRP payment request will be submitted by October 29th. Still looking for timecards from some of the committee. Will include the County submittal in tonight’s vouchers. Total to be submitted is \$16,185.39 plus committee timecards. (Right now, I have 4 timecards including mine for \$1154.90)
- **Approval of the Minutes** - Motion to Approve Minutes from September 8, 2021. **Motion made by Trustee Ryan, Second by Deputy Mayor Wilson. 4/0 approved.**
 - **Approval of Vouchers** – Abstract #5 total claims \$27,230.05. **Motion to approve Abstract #5 made by Trustee Wilson, Second Trustee Ellis. 4/0 approved.**

ABSTRACT 5	
A	\$20,508.13
G	\$3,927.12
TA	\$2,794.80
TOTAL	\$27,230.05

- **Old Business** –
 - a. Rec Program update – See Department Report
 - b. Water St property transfers – per Attorney Quill.
 - Wegerski is working on it. Communicating with their lawyer.
 - Fricano, Stevens, and Aubriot completed.
 - Spin – Completed
 - Aupperle- Completed
 - Rox – heard from attorney and homeowner, being worked on. – Certified receipt signed copy
 - Nothing from Flanigan – check on status of letter sent.
 - b. Veterans Memorial Hall – still waiting for the contract from Nate Krause
 - Will walk hall prior to signing a contract

- Will have A-Plus to remove bins for cans and bottles from behind bulletin board

 - **New Business** –
 - a. Encroachment letter – Eggersdorf
 - Mayor will modify letter to add in additional information regarding future construction made to the property.

Motion to approve the Encroachment letter with the additional information added.
Motion made by Trustee Ryan, Second by Deputy Mayor Wilson. 4/0 approved.

 - b. INHS – Cayuga Elementary Gym
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- **Executive Session - if necessary**
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- **Comments by Trustees**
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- **Adjournment** – next Regular Meeting, Wednesday, November 10, 2021, at 7pm.
Motion to adjourn at 8:55 made by Deputy Mayor Wilson.

Respectfully Submitted by Deputy Clerk Ogburn.