

Un-Approved Minutes of the Board

Amended 4/9/14 -Minutes

Meeting of the Board of Trustees

Village of Monticello

March 11, 2014

5:00pm

**Call Meeting to Order**

The meeting was called to order at 5:08pm by Mayor Jenkins.

**Roll Call**

Mayor Jenkins-Present

Carmen Rue-Present

Rochelle Massey-Present

Larissa Bennett-Present

James Matthews-Present

**Pledge to the Flag**

**Motion to accept the agenda**

A motion was made by Trustee Massey with a second by Trustee Matthews to accept the agenda with the following add-ons to be #20-24:

20. Resolution authorizing payment to Home Depot in the amount of \$237.81 from app#F.8320.459 for the Water Department- Current account balance is \$12,608.24
21. Resolution authorizing payment to Home Depot in the amount of \$491.24 from app#A.1620.421 for the Highway Department- Current account balance is \$3,407.32
22. Resolution consolidating the Building & Recreation Department and establishing one department to named as the Building and Parks Department to be supervised by the Code Enforcement Officer
23. Resolution appointing the Town of Thompson Clerk, Marilee J. Calhoun, as the Registrar for the Village of Monticello
24. Resolution authorizing the Mayor to execute and sign a settlement agreement for the unpaid taxes owed on the 475 West Broadway Property and accepting \$45,000.00 in addition to payments already received

Upon the call of the roll, all were in favor.

**Approval of Minutes from the February 18<sup>th</sup>, & February 20<sup>th</sup>, 2014 Village Board & Emergency Meetings**

A motion was made by Trustee Massey with a second by Trustee Bennett. Upon the call of the roll, the vote went as follows:

Trustee Rue-abstain

VOM Board Meeting-3/11/14

Trustee Bennett-yea  
Trustee Matthews-yea  
Trustee Massey-yea  
Mayor Jenkins-yea

**Approval of bills to be paid in the amount of \$266,512.23**

A motion was made by Trustee Massey with a second by Trustee Matthews to pay the bills. Upon the call of the roll, the vote went as follows:

Trustee Rue-nay  
Trustee Bennett-nay  
Trustee Matthews-yea  
Trustee Massey-yea  
Mayor Jenkins-yea

**Resolution authorizing all gas and fuel companies as pre-pay vendors**

A motion was made by Trustee Massey with a second by Trustee Matthews.

Trustee Bennett asked what exactly does this mean.

Mayor Jenkins responded that without the pre-pay, they have to wait for their money; the electric is pre-pay, what else is prepaid?

The Village Clerk responded the electric, postage, we just did the County recently, at the last Board meeting we just did County Petroleum, so it's basically any vendor that we get continuous or automatic deliveries from are requesting to be prepaid so that they can automatically get their money.

Upon the call of the roll, all were in favor.

**Resolution authorizing the annual bids for the Highway Department for the 2015 fiscal year, bid opening date, Thursday, May 8<sup>th</sup>, 2014 at 2pm**

A motion was made by Trustee Massey with a second by Trustee Matthews. Upon the call of the roll, all were in favor.

**Resolution authorizing the annual bids for the Water & Sewer Departments for the 2015 fiscal year, bid opening date, Thursday, May 15<sup>th</sup>, 2014 at 2pm**

A motion was made by Trustee Massey with a second by Trustee Matthews. Upon the call of the roll, all were in favor.

**Resolution enforcing Section 256.5 & 256.7 of the Village Code Water Disconnection and Intent to Terminate Water Service**

VOM Board Meeting-3/11/14

A motion was made by Trustee Rue who also commented and with a second by Trustee Bennett.

Trustee Rue questioned that are we going after certain properties or all properties, because we have one account where they owe over \$14,000.00 and they are still receiving the services and open doing business.

Mayor Jenkins responded that we are going after everything and everyone. We have over \$300,000+ of uncollected and unpaid water fees out there and it's from years of no one doing anything. It was being said that we couldn't cut off water, but that's not true. We need to pay our bills in the Village, so we are going after everyone that owes that money.

Upon the call of the roll, all were in favor.

**Resolution authorizing Tommy Ting to dig the alley way on Landfield Avenue (SBL#112.-6-14.3) to connect a pipeline from Landfield Avenue to St. John Street**

A motion was made by Trustee Massey with a second by Trustee Matthews.

Trustee Rue commented that Phil, the Water & Wastewater Superintendent left a note asking will all expenses be on the owner. I spoke with Mr. Ting because I didn't know what was going on and he said that he has to pay about \$40,000.00 for the sprinkler.

James Snowden, the Code Enforcement Officer, explained that Mr. Ting will be responsible for all of the expenses.

Mayor Jenkins stated that he asked his neighbor, Mr. Ray Nargizian to be business friendly and to tap in and he wouldn't even help the guy and he wouldn't have to spend all this money, it's an easy tap. But you know that's what we deal with in this Village selfishness again.

Trustee Rue stated that she asked Phil and Phil said that it was illegal to tap a line into someone else's property.

Mayor Jenkins responded, no it's not, it's legal.

Upon the call of the roll, all were in favor.

**Resolution setting a Public Hearing to allow Assisted Living in the B1 (General Business) Zoning District**

A motion was made by Trustee Massey with a second by Trustee Matthews to set the Public Hearing date for Tuesday, April 15<sup>th</sup>, 2014.

VOM Board Meeting-3/11/14

Mr. Snowden stated that the Village already added assisted living in the B2 zone, now Mr. Ting wants to take the Travel Inn and make assisted living in the front and make the hotel in the back, but it happens to be just outside the B2 zone, so we want to include the B1 zone as well, so he can do that project.

Upon the call of the roll, the vote went as follows:

Trustee Rue-abstain  
Trustee Bennett-abstain  
Trustee Matthews-yea  
Trustee Massey-yea  
Mayor Jenkins-yea

**Resolution setting a Public Hearing to allow an Easement to the sidewalk at 476 Broadway (SBL#111.-5-23 & 24)**

A motion was made by Trustee Massey with a second by Trustee Matthews to set the Public Hearing date for Tuesday, April 15<sup>th</sup>, 2014. Upon the call of the roll, the vote went as follows:

Trustee Rue-abstain  
Trustee Bennett-abstain  
Trustee Matthews-yea  
Trustee Massey-yea  
Mayor Jenkins-yea

**Resolution authorizing the purchase if a Replacement Chain from Kaman (sole source provider) in the amount of \$1,569.70 from app#F.8320.459-Current account balance is \$12,506.24**

A motion was made by Trustee Massey with a second by Trustee Matthews to set the Public Hearing date for Tuesday, April 15<sup>th</sup>, 2014. Upon the call of the roll, all were in favor.

**Resolution authorizing the purchase of a Transmission & Transaxle from Don's Automotive Mall, Inc. in the amount of \$1,125.00 from app#A.1640.421-Current account balance is \$16,331.85**

A motion was made by Trustee Bennett with a second by Trustee Massey. Upon the call of the roll, all were in favor.

**Resolution authorizing the sale of property located on Cottage Street (SBL#111.-4-3) in the amount of \$15,000.00**

A motion was made by Trustee Rue who gave a comment and with a second by Trustee Massey.

VOM Board Meeting-3/11/14

Trustee Rue asked did we go out to bid ore get bids?

The Village Clerk responded that the Village accepted proposals and this proposal came in at \$15,000.00

Mayor Jenkins also stated that this property was appraised at \$6,000.00, but he offered and is willing to pay \$15,000.00 for it.

Upon the call of the roll, all were in favor.

**Resolution authorizing payment to the Village Engineer in the amount of \$2,687.50 from the various Planning & Zoning Board applicant escrow accounts**

A motion was made by Trustee Massey with a second by Trustee Matthews. Upon the call of the roll, all were in favor.

**Resolution authorizing the emergency repair by Kerber Electric to the Clarifier Drive Control for the Sewer Department in the amount of \$1,353.46 from app#G.8130.233-Current account balance is \$11,908.11**

A motion was made by Trustee Bennett with a second by Trustee Rue. Upon the call of the roll, all were in favor.

**Resolution authorizing the purchase of Chemical "B-3" from MTEK in the amount of \$3,166.36 from app#G.8130.458-Current account balance is \$8,786.73**

A motion was made by Trustee Rue with a second by Trustee Matthews. Upon the call of the roll, all were in favor.

**Resolution authorizing payment to Home Depot in the amount of \$237.81 from app#F.8320.459 for the Water Department- Current account balance is \$12,608.24**

A motion was made by Trustee Massey with a second by Trustee Matthews. Upon the call of the roll, all were in favor.

**Resolution authorizing payment to Home Depot in the amount of \$491.24 from app#A.1620.421 for the Highway Department- Current account balance is \$3,407.32**

A motion was made by Trustee Bennett with a second by Trustee Massey. Upon the call of the roll, all were in favor.

**Resolution consolidating the Building & Recreation Department and establishing one department to named as the Building and Parks Department to be supervised by the Code Enforcement Officer**

A motion was made by Trustee Bennett with a second by Trustee Massey. Upon the call of the roll, the vote went as follows:

Added 4/9/14:

Mayor Jenkins asked the Code Enforcement Officer to explain this resolution.

Mr. Snowden stated that we merged the two departments together, we merged the Building Department with the Parks Department, now this will be one department. It will be administering the Ted Stroebele Building and the Parks, everything will be together, everything will be shared, paper, computers, phones, all of that will be merged together to save the Village money.

Mayor Jenkins commented that again, that's what we are trying to do in the Village now with merging services to keep the cost and taxes down, combining services.

Mr. Snowden commented that now there will be a Clerk over there all the time. Before there was no one there and the building was left open and people were free to go in and out as they pleased. The Villages buffer got stolen, computers were stolen, with somebody over there all the time, they can make sure that the building is ran properly, every event now in the building is posted, nothing is being hidden from anybody, now you can see what event is going on, the monies are being collected and going straight to the Treasurer's Department, she's recording everything and everything is working perfect over there.

Trustee Massey asked how they are paying, over here or over there.

Mr. Snowden responded that the people are paying my Clerk and my Clerk does the receipts and stuff and then everything is noted and submitted to the Treasurer's Department to make the deposit. Our Treasurer goes over it and gives my Clerk the back-up information as well.

Trustee Rue commented that the Board made a resolution before that all monies and payments should be done here. But I've never heard a resolution done to accept and collect the payments over there, because before we had a problem with the collection and we have that resolution on file. I know that it's in one of the minutes, for that same reason. This is the first time I've heard this about the payments being collected over there.

Trustee Massey stated that there was a resolution done for that but the reason was because we did not have anyone over there before collecting the money, it was just Greco and there was no one else over there, so we don't have a resolution.

VOM Board Meeting-3/11/14

Mr. Snowden stated that is what this resolution is saying now, when we created this new department, it say administering the Village, that's included in the administering.

Trustee Rue stated that it doesn't say anything about the payments or the payments being separated.

Mayor Jenkins responded plus moving the Building Department was done by resolution and to be directed under the Code Enforcement, that provision was in that resolution. There's nothing written that we merged those two departments together.

Trustee Rue commented that she also has concerns about consolidating two departments because before you do that you have to put in writing to the Personnel Department of Civil Service that there is no longer the position of recreation attendant or recreation administrator.

Mr. Snowden interjected that we did not say that, we didn't say there is no recreation attendant.

Trustee Rue continued that it says here that the department supervised, it says that the Code Enforcement will supervise, its two positions created over there, so I just want to be clear.

Mayor Jenkins responded that he has the answer for that, and it's quick and easy. The reason why we are doing this is because we can't afford what we have in this Village, so we are merging it to keep the price down. So, if Civil Service wants to pay the bill, then they pay it. The Village cannot afford to hire people now at this time, we can't hire, we have to merge; we have to watch what we are doing. The Governor gives us a 2% tax cap and we have to stay below that 2%, as long as I can do it. As being the Mayor in this Village, I have always kept the taxes below 2%; I've always believed in keeping the 2%. I have been a Mayor for 6 years and the taxes have always been below. The taxes in this Village are too high and that's the reason why we are saving money and we will continue to save in this Village, we can do it and I know it's going to happen by doing what we are doing.

Trustee Rue commented that they only way to save is to consolidate services with the Town, but to consolidate inside the Village, is not saving money.

Trustee Massey responded, how can you not save money in the Village, because you eliminate another whole salary and plus you eliminate health insurance.

Trustee Rue stated that she was responding because she wanted to know about the Civil Service requirements that are there.

Mayor Jenkins stated that we can save there too, but we need to look into consolidating the Police Department. We have the State Troopers, the Sheriffs; we have 30 Officers, that's a big budget, so we can maybe consolidate there. You're saying about saving, I'm looking that way too.

Trustee Rue stated that she is talking about Civil Service requirements here.

Mr. Snowden stated to answer Trustee Rue's question, regarding Civil Service, we have no requirements to hire a Recreation Director, we have no requirement.

Trustee Rue interjected, yes we do, it is there, two requirements.

Trustee Rue-nay  
Trustee Bennett-yea  
Trustee Matthews-yea  
Trustee Massey-yea  
Mayor Jenkins-yea

A motion wade made by Trustee Massey with a second by Trustee Matthews authorizing the Acting Village Manager to execute and sign a 2-year agreement with the Code Enforcement Officer. Upon the call of the roll, the vote went as follows:

Trustee Rue-nay  
Trustee Bennett-abstain  
Trustee Matthews-yea  
Trustee Massey-yea  
Mayor Jenkins-yea

**Resolution appointing the Town of Thompson Clerk, Marilee J. Calhoun, as the Registrar for the Village of Monticello**

A motion was made by Trustee Rue with a second by Trustee Bennett. Upon the call of the roll, all were in favor.

**Resolution authorizing the Mayor to execute and sign a settlement agreement for the unpaid taxes owed on the 475 West Broadway Properties and accepting \$45,000.00 in addition to payments already received**

A motion was made by Trustee Rue with a second by Trustee Massey to Table this agreement. Upon the call of the roll, all were in favor.

VOM Board Meeting-3/11/14

There was no Executive Session

**Adjournment**

Motions were made by Trustee Rue with a second by Trustee Bennett to leave the meeting open and continue it on Wednesday, March 12th, 2014 at 11:30am to interview candidates for the position of Village Manager. Upon the call of the roll, all were in favor.

Submitted by:

A handwritten signature in cursive script that reads "Janine Gandy".

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Janine Gandy, Village Clerk