

Village of Owego Board of Trustees Meeting
Minutes of July 25, 2011

The regular meeting of the Village of Owego Board of Trustees was held on Monday, July 25, 2011 at 56 Main Street, Owego, NY. The following people were in attendance:

Deputy Mayor:	Kevin Millar
Trustees:	Tom Clark
	Earl Hartman
	Jim Legursky
	Ann Lockwood
	Douglas Worden
Clerk-Treasurer:	Rod Marchewka
DPW Superintendent:	Jeff Soules
Police Chief:	Rick McCulskey
Acting Village Attorney:	Robert McKertich
Absent:	Mayor Ed Arrington (away on business)
	Fire Chief Ed Franz
	Ron Horton, Supt. WWTP

Visitor's List
Insert "A"

The meeting was called to order by Deputy Mayor Millar followed by the pledge of allegiance and invocation.

Privilege of the Floor:

Marilyn D. Berson, Attorney at Law – Insert "B".

Chris Stevens – 100 Front Street – commented that having the police department 24/7 is great peace of mind. She worries about young children with registered sex offenders in the area without proper police protection.

Ray Reeves – 157 Erie Street – representing Home Central and Bring 'em Back Alive Taxidermy on Erie Street – said business has been broken into 3 times and the Owego Police Department solved the burglaries.

Richard Holt – is concerned about cutting police force service vs. public safety. If you are in the town and call the police you can wait up to 40 minutes, in the village they are on the scene in 2 to 3 minutes. You don't know what you have until you lose it.

Clerk-Treasurer:

End of Year Close-Out Reports – Insert "C".

Trustee Hartman:

Motion by Trustee Clark, seconded by Trustee Hartman, that Village of Owego Board of Trustee's authorize the Village Clerk, in concert with the Owego Fire Department, to enter into a contractual arrangement with Homer C. Gow & Sons, Inc. , of 161 McMaster Street, Village of Owego for the purchasing of the materials (Base Bid) in the sum of (\$33,511.00) plus Foundation (Alternate No. 2) in the sum of (\$14,645.00) for a sum total of \$ 49,405.00; and that the contract between Village of Owego and Homer C. Gow & Sons, Inc. shall recognize this as a purchase of materials only

under the base bid but labor and materials under the Alternate No.2. Roll Call Vote: Trustees Clark, Hartman, Legursky, Lockwood, Millar, and Worden voted aye. (Report with motion from Trustee Hartman follows)

Motion Adopted 6-0

Trustee/ Fire Commissioner Report & Motion
 Village of Owego, New York

Date: **July 25, 2011**
 Planning

Earl Hartman Trustee Ward 2/ Commissioner to: DPW, **OFD**,

Project: **Fire Training Facility Classrooms Building Bids**

Scope of report:: Sealed public bids were publicly opened and read aloud at 2:00 pm, on July 25, 2011 at Village of Owego Department of Public Works, 20 Elm Street Village of Owego, by Village Clerk Rodney Marchewka.

In attendance: Jeffery Soules, DPW Superintendent, Earl Hartman, Trustee/Fire Commissioner, Kevin Millar Trustee /Deputy Mayor, Robert Williams, Capt. OFD Fire Police / OFD Project Coordinator and Homer Gow of Homer Gow & Son, Contractor.

Bids are as follows:

<u>Company:</u>	<u>Base Bid (Materials)</u>	<u>Alt. #1 (Labor)</u>	<u>Alt.# 2 (Foundation)</u>
*Finger Lakes Const.	\$33,511.00	*\$86,000.00 (M+L)	\$ 28,750.00
Homer C. Gow & Sons	\$34,760.00	\$65,750.00	\$14,645.00
General steel	No Bid	No Bid	No Bid
Hansen Bldgs.	No Bid	No Bid	No Bid
Heritage Bldg. Sys.	No Bid	No Bid	No Bid
John J. Pausley	No Bid	No Bid	No Bid
Morton Bldgs.	No Bid	No Bid	No Bid

The Owego Fire Department accepts Homer C. Gow & Son, Inc. **Base bid of (\$33,511.00) plus Alternate No. 2 (\$14,645.00) for a sum total of \$ 49, 405**

*Note: Finger Lakes Construction bids were deemed null & void based on their notated statement of not being able meet the September 5, 2011 dead line and their combining of Material & Labor for a sum total of \$86,000. However, under Alternate No.1 stated the value was to be labor only.

Motion:

Therefore, I herein make the motion that Village of Owego Board of Trustee’s authorize the Village Clerk, in concert with the Owego Fire Department, to enter into a contractual arrangement with **Homer C. Gow & Sons, Inc.**, of 161 McMaster Street, Village of Owego for the purchasing of the materials (Base Bid) in the sum of **(\$33,511.00)** plus Foundation (Alternate No. 2) in the sum of **(\$14,645.00)** for a sum total of **\$ 49,405.00;**

And that the contract between Village of Owego and Homer C. Gow & Sons, Inc. shall recognize this a purchase of materials only under the base bid but labor and materials under the Alternate No.2.

Voting on motion: Arrington(Absent) Clark (Aye) Hartman (Aye) Legursky (Aye)
 Lockwood (Aye) Millar (Aye) Worden (Aye) (passed 6 - 0 - 0)

Submitted to file by:
 Earl Hartman, Trustee Ward 2 / OFD Commissioner

Cc: Mayor Arrington, Trustees: Clark, Legursky, Lockwood, Millar, Worden; Clerk Marchewka; OFD Chief Franz, OFD Fire Board, R. Williams

Information Item:

Liquor license renewal for the VFW and the Owego Elks Lodge.

Treasurer's Report:

Prepared 7-18-2011 at 12:33 p.m. and is on file in the Clerk's Office.

Motion by Trustee Clark, seconded by Trustee Lockwood, to approve the end-of-year transfer (see below) as submitted. Roll Call Vote: Trustees Clark, Hartman, Legursky, Lockwood, Millar, and Worden voted aye.

Motion Adopted 6-0

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO	ACCOUNT #	ACCOUNT NAME	AMOUNT
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BUDGET AMENDMENTS

FROM:	A.2680.00.000	INSURANCE RECOVERY	\$937.45
TO:	A.3120.40.560	REPAIRS	\$937.45

Brought in as revenue/needs to offset repair of car involved in accident

FROM:	A.2680.00.000	INSURANCE RECOVERY	\$1,013.24
TO:	A.3410.40.560	REPAIRS	\$1,013.24

Brought in as revenue/needs to offset repair to ambulance from deer hit

FROM:	A.2705.00.000	GIFTS & DONATIONS	\$3,600.00
TO:	A3120.40.421	CANINE	\$3,600.00

Money donated by Rick McCulskey to fund canine unit

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO	ACCOUNT #	ACCOUNT NAME	AMOUNT
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CLERK

TRANSFERS

FROM:	A.1990.40.400	CONTINGENCY	-\$5,000.00
TO:	A.1325.40.140	CONTRACTED SERVICES	\$5,000.00

For actuary to comply with GASB 54 Clerk

FROM:	A.1420.10.120	ATTORNEY PT SALARY	-\$377.71
TO:	A.1325.40.140	CONTRACTED SERVICES	\$377.71

Transfer to pay for attorney's bill

FROM:	A.1010.10.120	TRUSTEES PART TIME SALARY	-\$103.84
TO:	A.1010.40.733	TRUSTEE TRAINING	\$103.84

FROM:	A.1210.40.733	MAYOR TRAINING	-\$14.27
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VBM 7-25-2011

TO:	A.1210.10.120	MAYOR PR SALARY	\$14.27
FROM:	A.1325.40.660	TELEPHONE	-\$544.64
TO:	A.1325.40.100	DATA PROCESSING	\$544.64
FROM:	A.1325.40.010	ADVERTISING	-\$139.98
TO:	A.1960.40.400	CODIFICATION	\$139.98
FROM:	A.9050.80.050	CLERK UNEMPLOYMENT	-\$314.26
TO:	A.9045.80.060	CLERK LIFE INSURANCE	\$12.60
TO:	A.9068.80.010	CLERK EYE WEAR	\$301.66
FROM:	A.1420.10.120	PT SALARY ATTORNEY	-\$255.72
TO:	A.1420.40.330	LEGAL FEES	\$255.72
FROM:	A.6989.40.400	MISCELLANEOUS	-\$3,978.14
TO:	A.3120.40.560	REPAIRS (OPD)	\$1,771.07
	A.9040.80.072	WORKERS COMP (OPD)	\$2,121.97
	A.9068.80.012	EYE WEAR (OPD)	\$85.10
FROM:	A.1325.40.480	POSTAGE	-\$557.10
TO:	A.1325.40.140	CONTRACTED SERVICES	\$557.10
FROM:	A.1325.40.180	DUES	-\$90.00
TO:	A.1450.40.140	ELECTIONS	\$90.00

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO ACCOUNT # ACCOUNT NAME AMOUNT

RETIREES

TRANSFERS

FROM:	A.9060.80.035	RETIREES HEALTH	-\$81.19
TO:	A.9065.80.025	RETIREES DENTAL	\$81.19

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO ACCOUNT # ACCOUNT NAME AMOUNT

JUSTICE

TRANSFERS

FROM:	A.1110.10.120	PT SALARY	-\$56.31
TO:	A.1110.10.110	FT SALARY	\$56.31
FROM:	A.1110.10.120	PT SALARY	-\$255.20
TO:	A.9060.80.031	HEALTH INSURANCE	\$240.62

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TO:	A.9068.80.011	EYE WEAR	\$14.58
FROM:	A.1110.40.733	TRAINING	-\$135.74
TO:	A.1110.40.410	OFFICE SUPPLIES	\$0.52
TO:	A.1110.40.480	POSTAGE	\$135.22

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO	ACCOUNT #	ACCOUNT NAME	AMOUNT
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DPW

TRANSFERS

FROM:	A.5110.40.243	BITUMINOUS MATERIALS	-\$21,379.79
TO:	A.5110.40.250	STREET REPAIR	\$21,379.79
FROM:	A.5112.40.251	CHIPS	-\$2,673.20
TO:	A.5110.40.250	STREET REPAIR	\$2,673.20
FROM:	A.1490.40.560	REPAIRS DPW	-\$192.82
TO:	A.1490.40.140	CONTRACTED SERVICES DPW	\$84.60
TO:	A.1490.40.480	POSTAGE DPW	\$108.22
FROM:	A.5110.10.110	FT SALARY STREET DEPT	-\$10,421.95
TO:	A.7310.10.120	PT SALARY PARKS DEPT	\$296.91
TO:	A.8810.10.110	FT SALARY CEMETERY	\$6,310.84
TO:	A.8810.10.120	PT SALARY CEMETERY	\$355.60
TO:	A.9050.80.054	UNEMPLOYMENT	\$3,458.60
FROM:	A.7110.40.560	REPAIRS PARKS	-\$78.73
TO:	A.7110.40.420	UTILITIES PARKS	\$78.73
FROM:	A.7988.10.120	PT SALARY POOL	-\$217.50
TO:	A.7988.10.315	OVERTIME POOL	\$217.50
FROM:	A.9055.80.044	DISABILITY	-\$324.88
TO:	A.9065.80.024	DENTAL	\$324.88
FROM:	A.8810.40.240	ROAD MAINTENANCE CEMETERY	-\$75.53
TO:	A.8810.40.420	UTILITIES CEMETERY	\$75.53

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO	ACCOUNT #	ACCOUNT NAME	AMOUNT
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POLICE

TRANSFERS

FROM:	A.3120.20.211	COMMUNICATIONS	-\$1,602.24
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TO:	A.3120.40.794	JUDGEMENT & CLAIMS	\$1,602.24
Return of unused grant money from Mildred Truman Faulkner Foundation			
FROM:	A.1990.40.400	CONTINGENCY	-\$24,765.75
TO:	A.3120.40.794	JUDGEMENT & CLAIMS	\$24,765.75
Used to help offset Judgement & Claims line item OPD			
FROM:	A.3120.10.110	FT SALARY	-\$18,211.03
FROM:	A.3120.40.420	UTILITIES	-\$931.79
FROM:	A.3120.40.360	PRISONER FOOD	-\$17.37
TO:	A.3120.10.120	PT SALARY	\$12,639.25
TO:	A.3120.10.315	OVERTIME	\$5,787.81
TO:	A.3120.10.318	SHIFT PREMIUN	\$733.13
FROM:	A.3120.40.270	INSURANCE	-\$1,375.04
FROM:	A.3120.40.410	OFFICE SUPPLIES	-\$4,014.54
FROM:	A.3120.40.660	TELEPHONE	-\$1,039.03
FROM:	A.3120.40.733	TRAINING	-\$1,031.77
TO:	A.3120.40.794	JUDGEMENT & CLAIMS	\$7,460.38
FROM:	A.3120.40.680	TIRES	-\$413.01
TO:	A.3120.20.901	COMPUTER SOFTWARE	\$413.01
FROM:	A.9060.80.032	HEALTH INSURANCE	-\$4,168.89
FROM:	A.3123.10.120	CROSSING GUARDS PT	-\$307.94
TO:	A.3120.40.090	CLOTHING	\$4,476.83
FROM:	A.3120.40.730	TRAVEL	-\$250.00
FROM:	A.3120.40.733	TRAINING	-\$318.23
FROM:	A.3123.10.120	CROSSING GUARDS PT	-\$322.06
FROM:	A.9030.80.092	FICA	-\$288.85
TO:	A.3120.40.220	AUTO FUEL	\$1,179.14
FROM:	A.3120.40.680	TIRES	-\$39.05
FROM:	A.9030.80.092	FICA	-\$320.07
FROM:	A.9065.80.022	DENTAL	-\$660.24
TO:	A.3120.40.020	AMUNITION	\$336.23
TO:	A.3120.40.140	CONTRACTED SERVICES	\$322.91
TO:	A.3120.40.480	POSTAGE	\$360.22

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO	ACCOUNT #	ACCOUNT NAME	AMOUNT
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POLICE (Continued)

TRANSFERS

FROM:	A.3120.40.360	PRISONER FOOD	-\$7.63
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FROM:	A.3120.40.680	TIRES	-\$19.94
FROM:	A.9045.80.062	LIFE INSURANCE	-\$17.88
FROM:	A.9055.80.042	DISABILITY	-\$197.90
TO:	A.9068.80.012	EYE WEAR	\$243.35

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO	ACCOUNT #	ACCOUNT NAME	AMOUNT
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FIRE

TRANSFERS

FROM:	A.3410.10.120	EMT PT SALARY	-\$7,664.77
TO:	A.3410.10.110	EMT FT SALARY	\$1,245.00
TO:	A.3410.10.315	EMT OVERTIME	\$5,394.00
TO:	A.9030.80.093	EMT FICA	\$737.26
TO:	9045.80.063	EMT LIFE INSURANCE	\$7.84
TO:	A.9060.80.033	EMT HEALTH INSURANCE	\$280.67
FROM:	A.9050.80.053	UNEMPLOYMENT	-\$275.00
TO:	A.3410.40.140	CONTRACTED SERVICES	\$275.00
FROM:	A.3410.20.130	EQUIPMENT	-\$9,725.20
TO:	A.3410.20.211	COMMUNICATION	\$1,875.50
TO:	A.3410.40.220	AUTO FUEL	\$1,736.01
TO:	A.3410.40.640	SUPPLIES	\$1,722.06
TO:	A.3410.40.752	HYRDANT RENTS	\$4,391.63
FROM:	A.3410.40.090	CLOTHING	-\$1,344.70
TO:	A.3410.40.400	MISCELLANEOUS	\$565.06
TO:	A.3410.40.560	REPAIRS	\$706.73
TO:	A.3410.40.660	TELEPHONE	\$72.91
FROM:	A.3410.40.420	UTILITIES	-\$544.30
TO:	A.3410.40.410	OFFICE SUPPLIES	\$544.30
FROM:	A.3410.40.680	TIRES	-\$1,073.19
TO:	A.3410.40.270	INSURANCE	\$751.09
TO:	A.3410.40.470	PHYSICALS	\$317.90
TO:	A.3410.40.730	TRAVEL	\$4.20
FROM:	A.3410.10.120	EMT PT SALARY	-\$10,672.30
TO:	A.3410.40.561	EQUIPMENT REPAIR	\$10,672.30
FROM:	A.9050.80.053	DISABILITY	-\$22.00
TO:	A.3410.40.400	MISCELLANEOUS	\$22.00

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FROM:	A.3410.40.270	INSURANCE	-\$1,610.47
TO:	A.3410.40.560	REPAIRS	\$1,359.55
TO:	A.3410.40.561	EQUIP REPAIR	\$250.92

BOARD APPROVED BUDGET AMENDMENTS AND TRANSFERS END OF YEAR JULY 2011

FROM/TO	ACCOUNT #	ACCOUNT NAME	AMOUNT
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SEWER

TRANSFERS

FROM:	G.1420.10.020	ATTORNEY PT SALARY	-\$659.29
TO:	G.8130.40.140	CONTRACTED SERVICES	\$659.29

Transfer to pay for attorney's bill

FROM:	G.8130.40.640	SUPPLIES	-\$20,654.38
TO:	G.8130.40.220	AUTO FUEL	\$1,346.41
TO:	G.8130.40.793	LAB TESTING	\$8,087.20
TO:	G.8120.20.130	EQUIPMENT	\$10,718.26
TO:	G.8130.40.480	POSTAGE	\$390.77
TO:	G.8130.40.660	TELEPHONE	\$111.74

Offset over-expended line items

FROM:	G.8130.40.140	CONTRACTED SERVICES	-\$94.32
TO:	G.9065.80.026	DENTAL INSURANCE	\$94.32

FROM:	G.8130.40.680	TIRES	-\$78.05
TO:	G.8130.40.480	POSTAGE	\$78.05

FROM:	G.9068.80.015	EYE WEAR	-\$47.16
TO:	G.9065.80.026	DENTAL	\$47.16

VILLAGE OF OWEGO
ENCUMBRANCES FROM FISCAL YEAR 2010 - 2011
July 25, 2011

ACCOUNT	DESCRIPTION	ACTUAL AMOUNT	EXPLANATION
DPW			
A.1620.40.096	MUNICIPAL BUILDING REPAIR JUSTICE	\$680.62	GRANT - MUST BE ENCUMBERED*
A.8810.20.907	CEMETERY EXPANSION	\$3,821.00	DONATION - MUST BE ENCUMBERED*
A.8810.40.559	MONUMENT REPAIR	\$2,602.00	DONATION - MUST BE ENCUMBERED*
A.5110.40.250	STREET REPAIR	\$24,052.99	WORK ON STREETS NOT BILLED YET
OPD			
A.3120.40.421	CANINE	\$3,600.00	DONATION FROM CHIEF McCULSKEY*

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CLERK

A.1325.40.140	CONTRACTED SERVICES	\$5,000.00	ACTUARY
JUSTICE	NO ENCUMBRANCES	\$0.00	
OFD	NO ENCUMBRANCES	<u>\$0.00</u>	
TOTAL GENERAL FUND		\$39,756.61	

SEWER

*DONATIONS WITH A SPECIFIED USE AND ALL GRANTS MUST BE ENCUMBERED

Note – Sweet Fund added as a line item on bank statement balances.

Trustee Legursky:

Motion by Trustee Legursky to fire the police chief, died for lack of a second.

Trustee Legursky asked why he, as police commissioner, was not invited to the meeting on police issues.

Deputy Mayor Millar said that the police commissioner should meet with the mayor and police chief on scheduling issues for the police department.

Trustee Hartman:

Discussed:

- 1) Street lighting
- 2) Railroad ongoing – noise, speed, safety
- 3) Road use agreement – Town of Union – possible Town of Dickinson
- 4) United Water Works hydrants – rent issue
- 5) Gateway Park and store on John Street are before the Planning and Zoning Boards

Trustee Lockwood:

- Grants for cemetery work

Trustee Worden:

Code Enforcement Report
(Up to and including July 22, 2011)

- 1.) Fourteen fire inspections completed
- 2.) Four rental inspections completed
- 3.) Issued four building permits
- 4.) Investigated fourteen resident complaints
 - a. Eleven of those were valid complaints concerning garbage, lawn care, dog disturbances, etc.
- 5.) Issued six “Orders to Remedy”

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- a. Four were for tall grass and two were for garbage
- 6.) Two residential units were closed as they were found unfit for human occupancy
 - a. One unit reopened after violations were satisfied
 - b. One unit remains closed

Anyone who wishes to know more information on these issues can submit a Foil to the mayor's office.

Trustee Hartman:

Trustee Hartman's Return of July 2011 Trustee Salary

July 25, 2011

To: Rodney Marchewka < Village Clerk / Treasurer
Village of Owego
178 Main Street
Owego, New York 13827

Dear Clerk Marchewka:

In keeping with my commitment made at the June 27, 2011 Budget meeting I am returning my July 2011 Trustee salary to the Village with the direction that it be used to supplement / increase the \$2,700.00 budget allocated to the Colburn Free Library.

Attached is my personal check (#4497) in the amount of one seventy-four dollars and eighteen cents (\$174.18) which constitutes the sum salary paid to me for July 2011 and as set out in Village checks numbered 004374 and 004424, and dated July 7, 2011 and July 21, 2011 respectively.

Thank you,

Earl Hartman,
Trustee Ward 2, Village of Owego

Cc: File, Mayor Arrington, Trustees: Clark, Legursky, Lockwood, Millar, Worden

DPW Supt. Jeff Soules:

- Department report was emailed to the trustees
- Paved South Depot and part of McMaster Streets
- River, Water, and Canal Streets got stone & oil

OPD Chief McCulskey:

OPD is waiting on what to do about cuts to the police budget. Do I shut the department down or run as a deficit.

Motion by Trustee Legursky, seconded by Trustee Clark, that the Personnel Committee be tasked to make the following changes to the Village of Owego Workplace Violence Prevention and Workplace Violence Reporting Policy:

1. Consistently spell workplace as one word throughout the document.
2. Change to training requirements by deleting any requirement for live, instructor-led training and replace with self-paced, personnel training consisting of review of the policy and signing a certification that the person reviewed the policy and understands it.

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Privilege of the Floor:

Tim Colgan – PBA President – Where are the grants to help fund the police department? The computers are old and the equipment is outdated.

Why does the village board shun the police chief?

Mr. Holt – where was money taken from in the police budget? Trustee Clark responded – approximately \$84,000 from full-time salary, FICA, and Workers Comp.

James Striley – 3 Charlotte – I support the Owego Police Department. I had a strange car in my driveway and they were there quickly to investigate. We need a meeting of the minds to work this out.

Herb McDowell – If we got rid of the officer that is not working (off on workers comp case) we would not have to lay off an active police officer.

Meeting adjourned at 8:35 p.m.