

Village of Owego Board of Trustees Meeting

A regularly scheduled Village of Owego Mayor and Board of Trustees meeting was held on Monday, November 7, 2016 beginning at 7:00 pm at 20 Elm Street, Owego, New York, 13827. The following people were in attendance:

Mayor:	Steve May
Deputy Mayor/Trustee:	Earl Hartman
Trustees:	Jenny Ceccherelli
	Rob Manville
	Phoebe Morris
	Ed Morton
	Mike Phelps
Clerk-Treasurer:	Rod Marchewka
Village Attorney:	Robert McKertich
DPW Supt.:	Jeff Soules
Fire Chief:	Dan Gavin
Absent:	Police Chief Vinti
	WWTP Supt. Horton

Pledge and invocation.

Public Comment:

None.

LeAnn Tinney – Tioga County Economic Development – addressed the board about a Letter of Support for the Gateway Project (Nelson Development Group, LLC) at 200-202 & 204 Front Street.

The Village Board would like some information on assessment and a pay back after ten (10) years instead of 15 years.

The Tioga County IDA will hold a public hearing on this on November 23, 2016.

LeAnn Tinney to get information to the board for the next meeting on November 21, 2016.

Dan Gavin – would like permission to apply for an AFG Grant for the Village of Owego Fire Department. The grant would be for \$100,000 with a 5% village match and it would be for a controlled burn building to be located at the fire department's new training tower. The due date for this grant is the end of November.

The village will get more information on the project – tabled until next meeting.

EMT Ron Gregg has left the village – process started to replace him.

Department Head Reports:

DPW Supt. Soules –

**MEMO**

To: Village of Owego Mayor Steve May and Village Board of Trustees

From: Superintendent of Public Works - Jeff Soules

Date: November 7, 2016

RE: DPW Activity Report

- Install Dry Well 98-100 Front Street
- Install Goose Bumps on East Front Street, Liberty and William Street
- Full Burial Evergreen Cemetery
- Repair pump on Erie Street
- Removal of Bike Rack
- Cleanup concrete spill from truck on Talcott Street
- Ready and put up Snowflake Christmas lights on the Bridge
- Street Sweeper repair
- Ash Burial Evergreen Cemetery
- Ready and put up Christmas wreaths, garland, and lights in the Village
- Ready Salt Spreader #55
- Christmas decorations for Gazebo and Hospice Tree
- Vacuum leaf piles throughout the Village
- Repair Catch Basin on going
- Clean street drains
- Sweep for Town of Owego
- Code violations for residential refuse & mowing – on going
- Forever green property maintenance – on going
- Measure DSNY cut outs on going
- Sweeping on going
- Repair DPW equipment
- Pot hole patching on going
- Brush and leaf pick up on going
- Planning, Zoning and Historic Preservation meetings scheduled

Any questions or concerns please call me.

Leaf pick-up schedule is on the website (same as the street sweeping schedule).

Supt. Soules is approved to sign the Smart Watt Contract.

**Motion by Trustee Manville, seconded by Trustee Morris, to approve the three (3) change orders (Schultz) that have been held for review. A total of \$67,624.73 has been negotiated out with \$10,000 due back to the village. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

Audit Status by Jan Nolis (letter on file at the clerk's office).

Discussion on changing from a clerk-treasurer to a clerk and a treasurer – separation of duties – more accountability. Clerk elected – Treasurer appointed.

**Motion by Trustee Hartman, seconded by Trustee Morton, to approve an extension Jan Nolis' contract, not to exceed \$20,000.00. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

Mayor May appointed Judy Hartman as the Village Historian.

Health insurance meeting scheduled for Wednesday November 9, 2016 at 1pm at 20 Elm Street.

Update – New York Rising Project – Attorney McKertich to notify the Town of Owego that the village will be going out on their on for a DPW Facility.

Waiting on Bond Resolution from Bond Counsel - will be here for next meeting.

**Motion by Trustee Morris, seconded by Trustee Manville, to approve Option 5 on the engineer's plans. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

**Motion by Mayor May, seconded by Trustee Manville, to approve the following Resolution:**

**A RESOLUTION ADOPTING THE FOLLOWING PROCEDURES AND POLICIES FOR THE VILLAGE OF OWEGO FOR THE PROCUREMENT OF GOODS AND SERVICES NECESSARY FOR THE IMPLEMENTATION OF PROJECTS FUNDED BY THE GOVERNOR'S OFFICE OF STORM RECOVERY OF THE NEW YORK STATE HOUSING TRUST FUND CORPORATION**

**WHEREAS**, the Village of Owego has entered into a subrecipient agreement with the Governor's Office of Storm Recovery, an office of the New York State Housing Trust Fund Corporation, that provides funds for eligible Community Development Block Grant – Disaster Recovery (CDBG-DR) expenditures; and

**WHEREAS**, the subrecipient agreement requires procurement activities funded in whole or in part with CDBG-DR funds to be conducted in compliance with applicable United States Department of Housing and Urban Development (HUD) procurement regulations as well as applicable state and local law; and

**WHEREAS**, on December 26, 2013, the Office of Management and Budget (OMB) published (at 78 Federal Register 78608) the "2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" that superseded the HUD procurement provisions of 24 CFR Parts 84 and 85; and

**WHEREAS**, HUD has issued new procurement standards as set forth in Notice: SD-2015-01: Transition to 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Guidance* and in Notice: CPD-16-04 Additional Transition and Implementation Guidance for Recipients of Community Planning and Development (CPD) Funds for 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*; and

**WHEREAS**, the Village of Owego desires to revise and amend its procurement procedures to be consistent with the HUD Notices on 2 CFR Part 200; and

**WHEREAS**, the Village of Owego desires to apply the amended and revised procurement procedures to future CDBG-DR procurements.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Trustees, on behalf of the Village of Owego that for CDBG-DR procurement actions undertaken on or after January 1, 2017, the Village of Owego shall comply with the procurement standards as set forth in 2 CFR Parts 200.317 through 200.326. In the event

of a conflict between State or local laws and regulations and the procurement requirements of 2 CFR Part 200, the more stringent requirements will apply.

**BE IT FURTHER RESOLVED** that this Resolution will take effect immediately.

**Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

**Motion by Trustee Morton, seconded by Trustee Morris, to approve the following March 21, 2017 Village Election Legal Notice in the Tioga County Courier:**

**Legal Notice  
March 21, 2017 Village Election**

**Resolve that the next annual election of the Village of Owego, New York will be on Tuesday, March 21, 2017 and that the No. 1 Central Fire Station located on North Avenue in the Village of Owego, Owego, New York be used as the polling place for said election and that the said polls shall be open from 12:00 noon until 9:00 pm on the said day at which time and place the following offices are to be filled:**

**Trustee for the 1<sup>st</sup> Ward, for a term of two years to succeed Phoebe Morris - \$2,400.00 annually**

**Trustee for the 2<sup>nd</sup> Ward, for a term of two years to succeed Robin Manville - \$2,400.00 annually**

**Trustee for the 3<sup>rd</sup> Ward, for a term of two years to succeed Jenny Ceccherelli - \$2,400.00 annually**

**Be it further resolved that in accordance with Section 15-104 of the election law, the Village Clerk of the Board be and is hereby directed to cause a notice of election to be published in the Tioga County Courier and cause to conspicuously post in at least six (6) public places within the Village of Owego.**

**Dated: November 7, 2016**

*Rod M Marchewka*  
**Rod M. Marchewka  
Clerk-Treasurer  
Village of Owego**

**Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

Discussion on 4 year terms and getting rid of the wards. Attorney McKertich will research and advise and should be done in January or February. It would need a Public Hearing.

**Motion by Mayor May, seconded by Trustee Hartman, to approve the Village of Owego Board of Trustees Meeting minutes of October 3, 2016. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

**Motion by Trustee Morton, seconded by Trustee Manville, to approve the Village of Owego Board of Trustees Meeting minutes of October 17, 2016. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morton, Trustee Phelps, and Mayor May voted aye. Trustee Morris abstained.**

**Motion Carried 6-0-1**

**Motion by Trustee Morris, seconded by Trustee Morton, to approve Payment of Bills as submitted by the clerk-treasurer as follows:**

General Fund -	\$192,045.21
Sewer Fund -	\$ 33,446.21
Sewer Plant Upgrade -	\$ 95,382.26
Trust & Agency -	<u>\$ 490.12</u>
TOTAL	\$321,363.80

**Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

Trustee Reports:

Trustee Hartman – OHPC Planning and Zoning training is scheduled for November 16, 2016.

Trustee Phelps – Dave Thompson has a request to drop EDU count to his vacant building (223 North Avenue) because the sewer is capped. Trustee Manville will drop of an EDU Category Change form for Dave Thompson to complete and return to the Village Clerk’s Office so it can be brought before the board at the next board meeting for review.

The OFD is looking into billing for EMS service to off-set expenses of the fire department.

Trustee Manville – Justin Cole has resigned from the Owego Police Department as of Friday, November 11, 2016.

**Motion by Mayor May, seconded by Trustee Morris, to accept Justin Cole’s Letter of Resignation and to send a canvas letter to Civil Service for this open position. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

**Motion by Trustee Morris, seconded by Trustee Manville, that the board hold an executive session for the purpose of collective bargaining. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Manville, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.**

**Motion Carried 7-0**

Public Comment:

Judy Hartman – The OFD Station #3 check candy on Halloween. Thanks to OPD, Sheriff, and State Police for their assistance.

Ann Stout – reporter from Tioga County Courier – would like a copy of court ruling on the Kennedy Lawsuit.

Attorney McKertich – advised Ann to FOIL her request to the clerk’s office.

Adjourned to executive session at 9:20 pm

Returned to regular session at 9:30 pm

No action taken.

**Motion by Trustee Hartman, seconded by Trustee Morris, to adjourn at 9:31 pm.**

**Unanimously Approved 7-0**