

Village of Owego Board of Trustees Meeting

A regularly scheduled Village of Owego Mayor and Board of Trustees meeting was held on Monday, May 16, 2016 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 (arrived at 8:10 pm)
Trustees:	Jenny Ceccherelli Phoebe Morris Ed Morton Mike Phelps
Clerk-Treasurer:	Rod Marchewka
Village Attorney:	Robert McKertich
Police Chief:	Karen Vinti
DPW Supt.:	Jeff Soules
Absent:	WWTP Supt. Horton Trustee Manville Fire Chief Gavin

Insert "A" – Sign in Sheet

Pledge and Invocation.

Public Comment:

Jim Legursky – had a complaint about a car parked on the corner of State and Depot Street. OPD will look into this.

Jim Baldwin – Private Consultant on energy issues discussed energy cost vs. proposed new contract with Smart Watt and Renovus.

Motion by Mayor May, seconded by Trustee Morris, to hire Jim Baldwin at a cost not to exceed \$1,000 to review energy cost and options for the village. Roll Call Vote: Trustee Ceccherelli, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 5-0

Greg Royer from Smart Watt gave a presentation on the street lighting project for the Village of Owego – which included:

- Article 9 of NYS Energy Law
- How the project is funded
- Project financials
- Steps needed to move forward

A copy of the presentation is on file at the clerk's office.

Motion by Trustee Morton, seconded by Trustee Ceccherelli that the village advertise for a request for quotes (RFQ) for the energy performance contract. Roll Call Vote: Trustee Ceccherelli, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 5-0

Motion by Trustee Ceccherelli, seconded by Trustee Morris, to approve the following Resolution presented by LeeAnn Tinney from Tioga County Economic Planning and Development:

RESOLUTION OF THE VILLAGE OF OWEGO BOARD OF TRUSTEES

SUPPORT OF THE APPLICATION AND ADMINISTRATION BY THE TIOGA COUNTY ECONOMIC DEVELOPMENT AND PLANNING OFFICE FOR THE PROJECT AT 145 FRONT STREET, WITHIN THE VILLAGE OF OWEGO TO THE NEW YORK STATE HOUSING TRUST FUND CORPORATION FOR THE 2016 NEW YORK MAIN STREET DOWNTOWN ANCHOR PROGRAM

WHEREAS, The Tioga County Legislature has demonstrated support for revitalization of commercial and residential uses that make up the downtown or “Main Street” areas of the county as per Resolution 159-03, and

WHEREAS, Tioga County Economic Development and Planning is applying for up to \$500,000.00 in grant funding from the 2016 New York Main Street Downtown Anchor Program for 145 Front Street property, per attached map (Attachment#1), in the Village of Owego’s designated historic central business district; and

WHEREAS, the goals of the funding source are to assist NYS communities with revitalizing specific key anchor properties and Owego’s “Main Street” downtown revitalization efforts. It will assist in stimulating reinvestment, add essential housing units, expand business opportunities, preserve accessibility and energy efficiency while building the Village of Owego’s capacity to further implement their “Main Street” revitalization efforts, and

WHEREAS, the Village of Owego has initiated a coordinated effort to revitalize the Downtown Central Business District including approval of the Village of Owego Consolidated Master Plan, Village of Owego Downtown Strategic Plan and the Strategic Plan for Integrated Community Development, completion of Streetscape Improvements in 2007, administration of the Restore NY Programs, support of the 2010 and 2011 NYMS programs and the completion of the River Walk, and

WHEREAS, the intent of the Tioga County Economic Development and Planning application is too further such Main Street revitalization efforts in the Village of Owego with focus on this downtown anchor property

NOW THEREFORE, the Village of Owego Board of Trustees, duly convened at a meeting hereby does:

RESOLVE, that the Village of Owego Board of Trustees fully supports, said grant application.

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

Motion Carried 5-0

Motion by Trustee Ceccherelli, seconded by Trustee Morris, to set a Public Hearing on the Village Budget for June 20, 2016 at 7:00 pm. Roll Call Vote: Trustee Ceccherelli, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 5-0

Trustee Morton discussed reviewing the village insurance and flood insurance paperwork – all properties are covered.

Motion by Trustee Morris, seconded by Trustee Morton, to approve the Village of Owego Board of Trustees meeting minutes of May 21, 2016 as submitted by the clerk-treasurer. Roll Call Vote: Trustee Ceccherelli, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 5-0

Motion by Trustee Morris, seconded by Trustee Morton, to approve the Treasurer’s Report as submitted by the clerk-treasurer. Review various accounts and reserve funds. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 6-0

Motion by Trustee Morris, seconded by Trustee Morton, to approve amending the General Fund Budget by \$710,947.78 as follows:

From A.3089 State Aid	to	A.8668.40.443 Elevation	\$231,663.44
From A.4960 FEMA	to	A.8760.40.400 FEMA Buyout	\$478,987.34
From A.2770 Unclassified Revenue	to	A.3410.40.773 Training	\$297.00

New budget figure **\$4,533.152.48**

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

Motion Carried 6-0

Department Head Reports:

WWTP Supt. Horton –

Date: 5/13/16

To: Village Board of Trustee’s

From: Ron Horton, Supt. WWTP

Re: Department update

1. Project meeting is scheduled for May 24th.
2. The Pista grit vortex system start-up was held on May 4th. All department personnel were present. Electrical problems with the control panel were experienced but resolved, a memory card was replaced and a loose connection was found. The system is currently working well.
3. The influent sampler in the control building was replaced. It could no longer maintain the required temperatures for sample storage and repairs were not able to be made to the unit.
4. Handrails have been placed on aeration basins #3 and #4, brick work has been completed on the blower building and work continues on the MLR lines and air lines for the aeration basins.

DPW Supt. Soules –

MEMO

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

From: Superintendent of Public Works - Jeff Soules

Date: May 13 2016

RE: DPW Activity Report

- Marvin Park bathrooms being readied for the season
- Ordered solar lighting for Indian Girl Monument
- Dry well installed on Fox Street
- Repair drop inlets Erie, Liberty, and E. Front Streets
- Sink hole repairs various streets
- Repairs to Judge & Clerk bathrooms
- Dig graves for burials
- Topsoil cemetery
- Sweep for Town of Owego
- 4H grass removal at Marvin Park
- Code violations for residential refuse - ongoing
- Forever green property maintenance - ongoing
- Measure DSNY cut outs on going
- Repair DPW equipment
- Pot hole patching ongoing
- Brush and leaf pick up ongoing
- Planning, Zoning and Historic Preservation meetings scheduled

Any questions or concerns please call me.

Supt. Soules discussed the following:

- Softball fields and the cost to use them
- Will look at solar speed and control lights for different sports in the village
- Still waiting on replacement for Anita Harding who is scheduled to retire in August

Police Chief Vinti –

- Used 136 hours of overtime last week to cover shifts
- Officer Woodburn was awarded officer of the year for the Village
- OPD will be in the Memorial Day Parade

Trustee Reports:

Trustee Phelps –

The Owego Fire Police conducted annual elections on Monday, May 9, 2016, The Owego Police slate of Officers for 2016-2017 are:

Captain	-	Dave Schrauger
Co-Captain	-	John Hitchings
Lieutenant	-	Rusty Fuller
1 st Sgt.	-	CJ Sherwood

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2nd Sgt. - Ken Patterson
Secretary/Treasurer - Cinda Lou Goodrich

Clerk-Treasurer Marchewka –

The following Status of History of Audits and Email are officially entered into the minutes as follows:

Status and History of Audits
(Submitted by Auditor Duane Shoen)

At the request of Mayor May and Trustee Morton, listed below is a current status of audits for the Village.

Regulations over federal funds the Village spends (usually funds passed through State agencies) require that the Village complete and submit their audits to the Federal Audit Clearinghouse within 9 months of the fiscal year end (for the Village, by April 30). The July 31, 2011 audit is the last one that was filed timely; it was filed in early April 2012.

Shortly after fieldwork ended for the 7/31/11 audit, there were personnel changes in the Treasurer's office. These changes caused significant disruption in the timely production of financial information, and therefore did not allow for timely audit fieldwork.

Fieldwork for the 7/31/12 audit began in the fall of 2012, but there was a significant delay in resolving questions fieldwork restarted in the spring of 2013, and the audit was completed and submitted in September 2013, approximately 5 months after the due date. Shortly after this audit was filed, further changes in the personnel of the Treasurer's office caused more delay. For a significant amount of time, the Treasurer's office had one less staff person. Subsequently, the current staff was hired, but in a part-time capacity.

The 7/31/13 audit engagement letter was agreed to in April 2014, and fieldwork began in the summer of 2014. However, due to the significant delays and disruptions described above, the information was incomplete. After significant struggles, we were able to sufficiently audit the information, and completed our work and submitted our report in July 2015.

We are currently working on the 7/31/14 audit. And have been for some time. We have made significant progress on the fieldwork; however, we have a few issues that are still outstanding and unresolved. The most significant issue, I believe, is a personnel and staffing issue. While I believe that the staff as currently aligned are able to keep up with the daily needs of the office, there is not sufficient time for correcting and resolving past issues. It is difficult for the current staff to devote time necessary for investigating and correcting these issues.

I recommend that the Village consider a temporary addition to the office staff in the Treasurer's office, devoted to these investigations and reconciliations. I believe that the Village would be able to get resolution to the 7/31/14 and, more importantly, the 7/31/15 year end reports. This would enable timely filing of the 7/31/16 reports.

From: Philion, Charles (NYSHCR)
Sent: Wednesday, May 04, 2016 3:29 PM
To: clerk-vofowego@stny.rr.com
Cc: mayor-vofowego@stny.rr.com ; Vandenburgh, Lynne (NYSHCR) ; Hebert, Jacqueline (NYSHCR)
Subject: CDBG 875CRF-HR100-14

Rod,

The Office of Community Renewal anticipates approving the Release of Funds for this project on May 11, 2016.

At this time, the Village is on the Suspended Funds list for the following:

1. Delinquent 2013 Single Audit
2. Delinquent 2014 Federal Assistance Expenditure Form

While the Release of Funds will be approved, the Village will be unable to request any funds for this project until the audit and FAE issues are resolved to the satisfaction of the OCR.

If you have any questions, please contact me or Jackie Hebert, thank you.

Charlie Philion
Program Director

New York State Homes & Community Renewal
Office of Community Renewal
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Phone: 518-474-2057 Fax: 518-474-5247
Charles.Philion@nyshcr.org
www.nyshcr.org

Motion by Trustee Hartman, seconded by Trustee Morris, to advertise a request for proposals (RFP) for temporary help in the village clerk's office to assist the bookkeeper in municipal accounting. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 6-0

Motion by Trustee Morris, seconded by Trustee Ceccherelli, to hold an executive session for attorney client privilege. Roll Call Vote: Trustee Ceccherelli, Trustee Hartman, Trustee Morris, Trustee Morton, Trustee Phelps, and Mayor May voted aye.

Motion Carried 6-0

Public Comment:

Luke Schulze – 121 Temple Street – still concerned about sewer cost for his apartment building. Four (4) single apartments equal \$1,600.00 a year.

Jamie Striley – 72 West Avenue – street lights are out on West Avenue and North Avenue due to NYS DOT construction. He would also like to be able to help with neighborhood blight and the on-going drug problems.

Jim Legursky – on River and Canal Streets there are 13 street lights and only one house.

Adjourned to attorney client session at 8:34 pm

No action taken.

Meeting adjourned at 9:25 pm

