

MINUTES of a Special Meeting of the Village Board of Trustees held Wednesday, March 24, 2021 at 2:00 PM, Village Hall, 111 Elm Street, Room 202, Penn Yan, NY 14527

PRESENT: Mayor L MacKerchar; Trustees C. Benedict; D. Condella; R. Spencer; R. Stewart; Clerk/Treasurer G. Meeks; Deputy Clerk/Treasurer H. Easling; Director of Public Works T. Schwartz; Deputy Director of Public Works M. Gerhardt; Police Chief T. Dunham; Trustee T. Hoban arrived at 2:10 PM

ABSENT: Trustee K. McLoud; Attorney Ed Brockman; CEO J. Kincaid; Fire Chief F. Ellis

News Media present: None

PUBLIC: None

Mayor MacKerchar called the Special Village Board and Budget Workshop meeting to order at 2:00 PM

MOTION by Trustee Spencer, seconded by Trustee Condella to authorize to have an Executive Session after the meeting for work history of an employee. Mayor asking to have only the Board members to attend and Tom Schwartz.

ADOPTED Ayes 5 MacKerchar, Benedict, Condella, Spencer, Stewart
Nays 0 Abstain 0 Absent Hoban, McLoud

At 2:10 PM Trustee Hoban arrived

Gary Meeks, Clerk/Treasurer Thanked everyone who worked on the budget for their hard work that they put into this. This has been a difficult year. He mentioned revenue is down \$97,000 due to a few line items and the estimated appropriations are up \$250,000. Along with Fire Department equipment reserve \$35,000. This brought the tax levy increase to about \$382,831 or 12%. Gary feels can't get under the tax cap this year without drastic major cuts. He feels could do around 6%. Gary stated Holly, Tom and Melissa have met and came up with some changes to the budget.

1. Cemetery - Do they really need \$30,000 for storage. Question how much storage is needed can this be put off. Question can items be stored at Barns on Elm St. After looking into that no room at the Barns. Looking to downsize in other places for storage at the Cemetery. Chief Dunham might be able to have some space for them.
2. Streets- up \$180,000. Need to purchase new pick-up and Bobcat (to replace the sweeper- that's not functioning). Could purchase a new snow pusher for \$11,000 this year and take out of next years' budget. Old one has been welded and repaired feels on its last leg. Bobcat is fitted with multiple uses (has a broom and a bucket and fork lift that can all be attached and other parts can be purchased if needed later)
3. Poly tank - Water/Sewer damage that- they will fix that out of their budget (1,326.00)
4. Paving Plan some will be milled and filled and some micro fiber. Will pull Clinton Street form the Mill and fill list - that's \$75,000 and \$3,800 for hauling loads.
5. Remove Northview from Micro pave will reduce \$18,160. \$4,000 in stone & gravel. That's \$113,00 from \$180,000
6. Last reduction would be external - legal cost will be reduce to \$15,000 from \$25,000.
7. Village Hall roof needs repair - this is necessary. Get an Engineering study done \$30,000. Needs a complete redesigned. Never designed properly have a moisture problem from inside out. Not able to use a roofing contractor.
8. Question was asked about the 2 parcels of land - any idea when to be sold and how much. Gary unsure of amounts and timing of it.
9. Question regarding the Part Time Code Officer. Gary stated Mayor and himself feel this is still needed. With DRI projects coming up Jamie needing help with annual Fire inspection and other duties. Code Office will be getting increase work load not slowing down.
10. Question asked if could do with less summer help and have other Departments pitch in with mowing etc. Was decided to keep summer help. Removing other staff from departments pulls them away from their needs. Was discussed to remove \$3,000 from the Parks and Rec. program. No field trips this year due to COVID, safety issues this cost is for buses and other items. Will retain the summer part time help.
11. Question asked \$4,200 for tree maintain for Cemetery and Parks. Discussed this has doubled because there are damage trees that need to be removed. Cost can be up to \$1,800 or more for one tree to be taken down. Includes if benches need repaired at Parks.
12. Question asked about tuition reimbursement needs to have this review by personnel. At present no cap - Board in favor of looking at this and to have a cap on it. Some suggested depends on how much co-workers use - have to work at a position for a certain amount of time for reimbursement.
13. Gary explained the Revenue Adjustments \$2,000 to sell the sweeper (would cost more to repair it)
14. Feels would receive \$17,000 in Chip's money again this year.
15. Occupancy Tax - should receive \$29,000 in April. Things are starting to open up and people will soon start to travel feels amount should go higher.

MOTION by Trustee Condella, second by Trustee Spencer to accept the cost Reduction and Revenue changes and set a Public Hearing at the Organization meeting on April 5, 2021 at 5:00 PM to approve the Tentative Budget.

ADOPTED Ayes 6 MacKerchar, Benedict, Condella, Hoban, Spencer, Stewart
 Nays 0 Abstain 0 Absent McLoud

Gary did explain he put money aside in the IT budget to purchase a couple lap tops in case we do have another pandemic and more people can work from home. Also need to replace the server. Need more room to store data for Police body cameras. Will also be purchasing more Police body cameras.

Gary stated with all the changes tax levy was at 12.3% now is down to 5.8%. Gary feels comfortable with this if the Board is. Mentioned will be an increase of .86 cents. Example if have \$100,000 in taxes X .86 = \$86.00. \$86.00 per thousand. This is tough for all.

Trustee Hoban suggested we should try to look into getting more revenue coming in. Residents no cost to park in the Village and all others a charge. Charge for using Parks. She's willing to head up a Committee on this if needed.

MOTION by Trustee Hoban, second by Trustee Condella to reduce cost Appropriation in total by \$167,361. That's including the \$3,000 in filed trips and the Revenue to increase by \$33,124.

Changes to Budget Appropriations

Account	Description	Amount of Increase or (Decrease)
A-1325-4-410	Treasurer-Contractual Services	(\$10,275)
A-8810-4-410	Cemetery-Contractual Services	(\$30,800)
A-5110-2-200	Street Maintenance-Equipment	(\$12,326)
A-5110-2-210	Street Maintenance-Asphalt Concrete	(\$75,000)
A-5110-4-410	Street Maintenance-Contractual Services	(\$3,800)
A-5110-2-220	Street Maintenance-Stone & Gravel	(\$4,000)
A-5110-2-230	Street Maint-Crack Filling/Chip Sealing	(\$18,160)
A-1420-4-410	Attorney-Contractual Services	(\$10,000)
A-7140-4-412	Parks & Recreation-Field Trips	(\$3,000)
Total		(\$167,361)

Changes to Revenue Accounts

Account	Description	Amount of Increase or (Decrease)
A-2665-00	Sale of Equipment	(\$2,000)
A-3501-00	State Aid-Consolidated Highway Aid (CHIP)	\$17,000
A-2750-00	AIM-Related Payments	\$8,124
A-1113-00	Occupancy Tax - Yates County	\$10,000
Total		\$33,124

ADOPTED Ayes 6 MacKerchar, Benedict, Condella, Hoban, Spencer, Stewart
 Nays 0 Abstain 0 Absent McLoud

Comments:

Mayor asked if any other comments - none

EXECUTIVE SESSION:

At 3:06 PM **MOTION** by Trustee Spencer, seconded by Trustee Condella to enter into Executive Session for work history of an employee.

ADOPTED Ayes 6 MacKerchar, Benedict, Condella, Hoban, Spencer, Stewart
 Nays 0 Abstain 0 Absent McLoud

At 3:20 PM Trustee Condella left Executive Session

ADJOURNMENT OF EXECUTIVE SESSION:

At 3:30 PM **MOTION** by Trustee Spencer, seconded by Trustee Hoban to leave Executive Session and return to Special Village Meeting.

ADOPTED Ayes 6 MacKerchar, Benedict, Condella, Hoban, Spencer, Stewart
Nays 0 Abstain 0 Absent McLoud

ADJOURNMENT:

At 3:28, **MOTION** by Trustee Spencer, seconded by Trustee Benedict to adjourn the Special Village Board meeting.

ADOPTED Ayes 6 MacKerchar, Benedict, Condella, Hoban, Spencer, Stewart
Nays 0 Abstain 0 Absent McLoud

Mary Ann Martin, Deputy Clerk