



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, June 26, 2014 @ 4:30 PM
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 4:30 PM with Mayor Mark Atkinson inviting everyone present to join him in the Pledge of Allegiance.

Roll Call: Mayor Mark Atkinson, Deputy Mayor Chuck Henry, Trustee Gary Butterfield, Trustee Fred Ferguson, Trustee Paul Linnertz.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Police Chief Michael Crowell, DPW Superintendent Gary Wilmer, Village Engineer Amy Franco, and Village Attorney Scott Chatfield.

RESOLUTION # 130-14

APPROVAL OF MINUTES

Trustee Linnertz made a motion to approve the minutes from the June 12th, 2014 Board Meeting. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 131 -14

GENERAL FUND (OLD BUDGET DISBURSEMENTS) ABSTRACT APPROVAL

Trustee Ferguson made a motion to approve the General Fund Abstract #28 in the amount of \$59,608.19 covering voucher # 1533 to Voucher # 1555. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

RESOLUTION # 132 -14

GENERAL FUND (NEW BUDGET DISBURSEMENTS) ABSTRACT APPROVAL

Trustee Ferguson made a motion to approve the General Fund Abstract #2 in the amount of \$99,769.03 covering voucher # 27 to Voucher # 86. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

RESOLUTION # 133 -14

SEWER FUND (NEW BUDGET DISBURSEMENTS) ABSTRACT APPROVAL

Trustee Linnertz made a motion to approve the General Fund Abstract #2 in the amount of \$55.00 covering voucher # 1. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.



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RESOLUTION # 134-14

NEW BUDGET TRANSFER

Trustee Ferguson made a motion to transfer \$4,736 from A2665 Sale of Equipment to A3410.476 Fire Department Vehicle Maintenance. This is for the sale of the 1991 Hush Pumper sold at the auction. The Fire Department is requesting 2/3 given back to their budget line item – vehicle maintenance. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

CITIZENS' VOICE: No response.

NEW BUSINESS:

30 YEARS OF SERVICE AWARD – GRANT CUMMINGS

Mayor Mark Atkinson spoke of Grant Cummings beginning at the Village on October 30, 1984 at the rate of \$4.00 per hour as a temporary full-time Laborer at the DPW under the tenure of Mayor Russ Rhea. Mayor Mark Atkinson stated he was personally acquainted with Grant since he was very young. He went on to state that Grant has been a great man to work with and thanked him for his 30 years of service. Mayor Mark Atkinson presented Grant with a Public Service Award.



Mayor Mark Atkinson and Grant Cummings

30 YEARS OF SERVICE AWARD – FRED WILMER

Mayor Mark Atkinson spoke of Fred Wilmer beginning at the Village on August 13, 1984 at the rate of \$4.00 per hour as a temporary full-time Laborer at the DPW under the tenure of Mayor Russ Rhea. Mayor Mark Atkinson reminisced about attending high school with Fred. He went on to state that Fred has “great corporate knowledge” and thanked him for his 30 years of service. Mayor Mark Atkinson presented Fred with a Public Service Award.



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Mayor Mark Atkinson and Fred Wilmer

35 YEARS OF SERVICE AWARD – GARY WILMER

Mayor Mark Atkinson spoke of Gary starting with the Village back on May 7, 1979 at a rate of \$3.00 per hour Laborer at the DPW under the tenure of Mayor Fred Tafel. Gary advanced to Motor Equipment Operator, then to Assistant Superintendent, and finally became DPW Superintendent. Mayor Mark Atkinson stated that Gary has a reputation for excellent service. He cited that it is evident when one leaves the Village of North Syracuse because the conditions of the roads are not as good anywhere else. Mayor Mark Atkinson thanked him for his 35 years of service and presented Gary with a Public Service Award.



Mayor Mark Atkinson and Gary Wilmer

45 YEARS OF SERVICE AWARD – JIM BAKER

Mayor Mark Atkinson spoke of Jim Baker beginning at the Village on April 3, 1967 at the rate of \$100 per year to the Zoning Board of Appeals Board under the tenure of Mayor O'Reilly. Mayor Mark



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Atkinson clarified that although Jim has been serving us for 47 years, we are commemorating his 45 year milestone with the Village because NYCOM provides award certificates in (5) year increments. Jim does a great job for our community in the Zoning Board. Mayor Mark Atkinson thanked him for his many years of service and presented Jim with a Public Service Award.



Mayor Mark Atkinson and Jim Baker

NEW BUSINESS:

RESOLUTION # 135-14

NYS COMPTROLLER'S OFFICE RECOMMENDATION: AUDIT COMMITTEE

The Board was copied on the notes made at the exit interview of the Comptroller's draft report as well as given a copy of Section 5-524. There is one item that must be answered to by July 7th, which they want the full board (or a selected Audit Committee) to audit each claim to ensure that our claims audit process has sufficient checks and balances. Village Attorney Scott Chatfield reviewed the legal section such as written statement "possessing the power of two or more such Boards" and clarified that this recommendation of the Audit Committee does not dictate the number of Auditors required nor how the audit is actually performed. Therefore we have flexibility on how we may go about complying with the recommendation. This process will be reviewed each and every year at the Village's Annual Meeting that takes place the 1st Monday in July. The designated Audit Committee will review each claim in full. To properly approve claims for payment, the Audit Committee must ensure that all claims contain sufficient documentation to determine the nature of the purchases and the amount represent actual and necessary Village expenditures. In addition, the Audit Committee will ensure the following: sales taxes are not paid on invoices; there are proper numbers of Mayor or Trustees signatures to authorize purchase; and quotes collected when applicable. Upon meeting all



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the requirements, the Requisition Forms will be initialed to designate authorization of payment. In the role of Chief Executive Officer, Mayor Mark Atkinson made a motion appointing Clerk Treasurer and one Board member as the Audit Committee to approve and support documentation of vouchers associated with each payment on the abstract. The motion was seconded by Trustee Fergerson. The motion was unanimously approved.

RESOLUTION # 136-14

APPROVE PER DIEM ANIMAL CONTROL OFFICER – CHRISTINA BARTON

Mayor Mark Atkinson spoke of the rise in need of available Animal Control Officers that are able to respond to random calls 24/7. Clerk Treasurer Dianne Kufel and Police Chief Crowell both interviewed and recommended Christina Barton to be appointed as our additional Animal Control Officer. Christina has a background as a Veterinary Technician and has flexibility at her full-time job at Animal Kingdom to leave and tend to loose dogs if called upon during work hours. Trustee Fergerson made a motion to appoint Christina Barton as a part-time Animal Control Officer at a two hour minimum per call at a rate of \$15.00 per hour. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

RESOLUTION # 137-14

ADD POSITION TO ROSTER

Mayor Mark Atkinson explained that we have used all slots permitted under the current classification for Animal Control. Trustee Linnertz made a motion to increase the list on the roster from four to five people for part-time Animal Control Officer which is completed on the new position duties statement. The motion was seconded by Trustee Fergerson. The motion was unanimously approved.

ATTORNEY REPORT: No report.

ENGINEERING REPORT: No report.

DEPARTMENT HEAD REPORTS:

Police Department: Police Chief Crowell stated the background checks for the new hires are expected to be completed on July 1. At that point the decision will be made if the candidates will be sent to psychological evaluation. He already began to pull the listing from the county personnel for the full time position open and he has been reviewing resumes.

Highway Department: Gary spoke of paving starting next week. There was one change in the paving list; switched Highland with 100 block of Elm Street because it is in worse shape.



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Codes: Pam spoke of working on the usual grass issues, unregistered vehicles, decks, and fences.

Clerk/Treasurer – Dianne spoke of the proposed new health insurance rates of Excellus Blue Cross Blue Shield to increase by 13%. Therefore, they have to review again if this is still a health insurance we want to consider offering.

RESOLUTION # 138-14

CORRECTION TO PREVIOUS ABSTRACTS

Clerk Treasurer Dianne Kufel explained there was an error in the previous abstracts approved during last Board Meeting on June 12th. A National Grid bill was listed on the old budget abstract # 27 and it should have been listed on the new budget abstract # 1. Abstract# 27 (old budget) was \$98,247.12 and it should be \$87,656.11; abstract #1 (new budget) was \$48,230.01 and it should be \$58,821.02. There was no change in cash and the abstracts have been corrected. Mark Atkinson made motion to accept the administrative changes. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

Parks & Recreation: Absent.

Fire Department: Absent.

DEPUTY MAYOR/TRUSTEES REPORT:

Trustee Linnertz: No report.

Trustee Ferguson: stated the next Public Safety Meeting to be held on Monday, September 8th, 2014 at 4:00 PM at the Community Center. On June 18th he and Deputy Mayor Henry attended New York State Comptroller's Leadership Institute training held at RIT in Rochester. He stated he learned about ways to better communicate with constituents through social media such as twitter and facebook. He also learned about alternate uses of energy through a tour of a building that is self-sustainable, through means of solar panels and wind mills. This building uses 30% of the energy it generates to sustain itself. The remainder of the energy is funneled to sustain the RIT building.

Trustee Butterfield: He spoke having much gratitude for the Public Service Award winners for all of their many years of service to the Village. He also commended the crosswalk detail and believes this is a great start to increased safety. He hopes these measures are continued through the summer and onward. He reminded the board that Parks Director Teresa Roth is at the concert that is taking place tonight as it postponed due to weather from last night.



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Deputy Mayor Henry: spoke of a session about fiscal stress in municipalities during the RIT training.

MAYOR'S REPORT

Mayor Mark Atkinson spoke of ongoing Teamsters 317 negotiations. It appears there will be an increase in rates for Excellus; we don't know what it will be until September. This news pushed progress back a bit but he will persist searching for other health insurance options. Mayor Mark Atkinson spoke of reaching out to the owner of the Dollar store, Don Cole, to offer assistance in his property. Mayor Mark Atkinson attended the I81 stakeholder meeting where they now have reduced to two or three versions of the proposed rebuild. He met with Sean Carroll on the Kennedy Park Contract replacement we will seek bids (2) ways "all inclusive" and just "resurfacing" only. Mayor Mark Atkinson had a conversation with Town of Clay Superintendent, Damian Ulatowski, and he may be able to assist us with funding the pool renovation. He spoke of Amy Franco working on a crosswalk signage for the Village Center. The Mayor ended the meeting by mentioning an open house at the library and concert at the park taking place this evening.

Trustee Butterfield made a motion to adjourn at 5:16 PM. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

Respectfully submitted,

Dianne M. Kufel
Village Clerk/Treasurer