

The official minutes of the Village of Waterville Board of Trustees board meeting held on April 15th, 2024. Minutes to be approved at the next board meeting on Monday, May 13th, 2024.

In attendance: Mayor - G. Ostrander, DPW Superintendent J. Bechy, Treasurer/Clerk - G. Barnes, CEO – W. Brown, Fire Chief - J. Waufle, Village Attorney – S. DiGiorgio, Trustees: L. Stern, B. Bogan, A. Hilley, A. Briggs

Public in attendance: Patty Louise, Steve Aldridge, Ken Boone, Sean Baldwin, Gene Whipple

1. Call to Order
2. Mayor Ostrander introduced the Board to newly hired Village Attorney, Stephanie DiGiorgio
3. Open Public Hearing on proposed 2024-25 Fiscal Year Budget
 - **Motion to Open Public Hearing**
M - B. Bogan 2nd – A. Hilley Carried Time Open – 7:03pm

No Public Comment
 - **Motion to Close Public Hearing**
M – L. Stern 2nd – A. Hilley Carried Time Closed – 7:03pm
 - **Motion to approve 2024-25 Fiscal Year Budget**
M – B. Bogan 2nd – L. Stern Carried
4. Mayor Ostrander asked the public if there were any questions regarding the information from the April 1st Public Hearing on the changes to the sewer and water billing rates. There were no comments.

Brian Bogan made a motion to approve the new sewer rate of \$100/unit
2nd – L. Stern Motion Carried

Brian Bogan made a motion to approve the new water rate of \$6.50/1000 gallons and eliminate the quarterly Debt Service charge of \$27.50
2nd – A. Hilley Motion Carried
5. Motion to approve the minutes of the April 1st Regular Board meeting
M – L. Stern 2nd – A. Hilley Carried
6. Motion to approve the minutes of the April 1st Organizational meeting
M – A. Hilley 2nd – B. Bogan Carried
7. Motion to approve Purchase Order(s)
M – A. Briggs 2nd – L. Stern Carried
8. Motion to approve Audit of Expense Abstracts for 4-15-24 GEN ABS
M – B. Bogan 2nd – L. Stern Carried

9. Section 504 Fair Housing Resolution – Resolution #4 of 2024

WHEREAS, Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability in programs and activities conducted by the U.S. Department of Housing and Urban Development (HUD) or by grantees that receive financial assistance from HUD, and

WHEREAS, Part 8 of Title 24 of the Code of Federal Regulations (24 CFR) requires adoption of grievance procedures to address complaints of those who feel they may have been discriminated against on the basis of disability and also requires the provision of notice of said grievance procedures, and

WHEREAS, it is the policy of the Village of Waterville not to discriminate against any individual, person or group on the basis of disability and the intent of the Village to address any complaints that may arise pursuant to Section 504,

NOW, THEREFORE, BE IT RESOLVED that the Village of Waterville does hereby adopt by resolution internal grievance procedures (the “Procedure”) providing for the prompt and equitable resolution of complaints alleging any action prohibited by Section 504 of the Rehabilitation Act of 1973 of the U.S. Department of Health and Human Services regulations implementing the Act, and

BE IT FURTHER RESOLVED, that the Village of Waterville does hereby designate **Brian Bogan** as the Grievance Coordinator who shall be responsible for receiving and addressing complaints pursuant to the Procedure adopted hereby and attached hereto, and

BE IT FINALLY RESOLVED, that the Village of Waterville will place its employee, the public, and potential beneficiaries of certain federal public programs on notice by undertaking certain actions that will include, but may not be limited to (1) providing a copy of the grievance procedure to its employees, (2) putting the public on notice by placing a notice in the Village’s official newspaper subsequent to adoption of this Procedure, (3) placing copies of the Procedure in the Village Clerk’s office located at 122 Barton Avenue, Waterville, NY for review and dissemination, and (4) adding language to federal program brochures to insure all potential program beneficiaries are aware of the Village’s adopted grievance procedures.

Motion to pass resolution – A. Briggs 2nd – L. Stern Carried

10. Budget Fund Transfers

- From Fund Balance to A0.5182.470 Pedestrian Street Light Repair \$3100
- From Fund Balance to F0.8320.100 Water Supply Salaries \$4500
- From Fund Balance to F0.8340.100 Water Transmission Salaries \$4500

Motion to approve transfers – L. Stern 2nd – A. Hilley Carried

11. Resolution #5 of 2024 - the Village Board of Trustees authorizes payment in advance for CDBG Rehabilitation Grant Project #1209HR323-23 audit of claims for contractor and vendor payables associated with aforementioned project. All such claims shall be presented at the next regular meeting for audit and approval.

Motion to approve Resolution – B. Bogan 2nd – A. Hilley Carried

12. Public Participation (5 minutes per person)

- Ken Boone asked for some clarification on whether owner occupied apartments would qualify for the new CDBG rehab grant. The Village responded that they would look to get some clarification.

13. Department Head's Reports

- DPW Superintendent J. Bechy
 - Spoke with Mischael McKenna from Oneida County Hometown Heroes regarding the brackets for the banners. The Village will be responsible for the cost of the brackets. The cost is \$70 per banner. The total for the banners being hung for Memorial Day will be \$1890. There was an additional \$2000 added to the new budget to cover the cost of additional brackets purchased in the new fiscal year.
 - DPW Bechy asked the Board if there were any questions regarding the proposal from General Code which was emailed to all the Board members last week. DPW Bechy and Village Attorney DiGiorgio explained to the Board that General Code will work with the Village to organize the Village's current laws and codes. They will not be making any changes to the laws and codes. They may, however, suggest possible changes to the Board. The process will be lengthy, but at the end, it will be up to the Board to review and approve the final work. After the work has been completed and approved, General Code will add the Village laws/codes to eCode 360 which will give the public online access to the Village laws/codes.

Motion to accept General Code proposal – L. Stern 2nd – G. Ostrander Carried

- DPW Bechy asked permission to order the new Mini Excavator and Trailer that is part of the new 2024-25 budget. Delivery would not be until after the new fiscal year starts.

Motion – L. Stern 2nd – B. Bogan Carried

- DPW Bechy asked Fire Chief Waufle if the Fire Dept. had a chance to review the survey the Village had done of the Firemen's Pavilion and Village parking lot. The new survey shows the Village owns most of the land the pavilion sits on. FC Waufle said they wanted to go to the County Clerk's office to review the deeds on file there. They have deeds at the firehouse that state they own more than survey shows. VA DiGiorgio said the easiest way to resolve the issue is to order an Abstract of the property.
- Since the Fire Dept. owns the Firemen's Field ballfield, DPW Bechy asked the Fire Dept. if they were going to start mowing the ball field and paying for the port-a-potty that the Village handles every year. VA DiGiorigo suggested that a contract should be drawn up between the Village and the Fire Dept. regarding who handles maintenance on the property.

Village Trustee B. Bogan made a motion to continue to pay for the port-a-potty for the remainder of the baseball season 2nd – A. Hilley Carried

Village Trustee A. Hilley made a motion to continue to mow the ballfield until Oct/Nov of 2024 2nd – B. Bogan Carried

- Fire Chief J. Waufle
 - The Fire Dept. held their annual Officer's Elections. Asked the Board to approve the newly elected Officers.
Motion to approve – B. Bogan 2nd – A. Briggs Carried
 - Truck 423 is nearing end of life due to issues with the undercarriage. The FD has been looking a new trucks. Currently have a quote for a 2025 Freightliner. Mayor Ostrander asked to have all quote and specs sent to him for review.

- Codes Enforcement Office W. Brown
 - Presented the monthly Codes report

14. Trustee's Reports/Old Business

- Brian Bogan - the next DRI Steering Committee meeting will be held April 16th at 6:30pm at the Village Hall. This meeting is open to the public.
- Larry Stern – The next Oneida County Watershed Commission meeting will be held on Thursday April 18th at 4:30. This month's meeting will be at the Village Hall in Waterville.
- Alex Hilley – Wanted to acknowledge the recent passing of Village resident, Chris Coiro, and send condolences to his family.

15. Adjournment, next meeting will be the May 13th, 2024 at 7pm.

- **Motion to adjourn – B. Bogan 2nd – A. Hilley Carried**
- **Time – 8:17pm**

Village Clerk's Signature

Date