

Minutes

Village Board of Trustees

November 12, 2015

A meeting of the Village of Horseheads Board of Trustees was held on the above date at 7:00 p.m.

Present were:

Village Board and Staff

Mayor Don Zeigler
Trustee Ron Swartz
Trustee George Koliwasky
Trustee Mike Skroskznik
Trustee Brad Lytle
Village Attorney John Groff
Village Manager Walt Herbst

Clerk-Treasurer Sharron Cunningham
Manager's Asst. Rachel Baer
DPW Matt Mustico
Parks Dir. Nate Nagle
Plan. Bd. Chair Mike Stenpeck

Others Present

Joshua Baker, Steuben St.
Dave Reynolds, Matthews Cir.
Eileen Patocka, Watkins Rd.
Marcia Tinker, Shappee St.
Alice Roote, Gardner Rd.
Wayne Brubaker, Gardner Rd.
Pat Gross, W. Broad St.
Tom Rupp, Tiff Ave.
Louise McIntosh, Renwick Lane
Barb Skorczewski, W. Franklin St.
Margaret Lynch, Hhds.

Bill, Kathleen Goodwin, Sunset Dr.
Georgia Reynolds, Hibbard Ave.
Sharon, Greg Swartz, Aster Dr.
Tom Sweet, Center St.
Jeannine Zimmer, Matthew Cir.
Patricia Gulich, Marshall St.
Mike Swasta, Watkins Rd.
Bill Driscoll, Day St.
Dave, Lois Murray, Lee Ave.
Debi Lytle, Grand Central Ave.

Resolution by Trustee Skroskznik, seconded by Trustee Swartz

BE IT RESOLVED, that the reading of the minutes of the Board of Trustees Meeting of October 22, 2015 be dispensed with and the same stand approved as entered by the Clerk.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Audience Participation - None.

Financial Reports

Manager Herbst - General fund revenue down so far about \$300K. Part of that is \$192K from CHiPS highway money which has not been received. Sales tax is also beginning to show a drop - \$124K so far year to date. We are down about \$85K in fines. On the expense side we had a premium for \$28K in workers comp, and also the liability which decreases as year goes on because we prepaid it for the year. So were down about \$75k for that. On water we are doing well. Down about \$4400 in revenue and expenses are also down \$3900.

Trustee Lytle - on YTD funds, the water fund is at \$4.8M. Is that correct?

Manager Herbst - yes.

Trustee Lytle - that's all ours, none of that was the bond.

Manager Herbst - yes part is bond, part is capital inventory, equipment.

Trustee Lytle - so its bond money not spent.

Manager Herbst - yes.

Resolution by Trustee Skroskznik, seconded by Trustee Koliwasky

BE IT RESOLVED, that the minutes of the Traffic Commission Meeting of November 5, 2015 be received and placed on file in the Village Clerk's Office.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Resolution by Trustee Swartz, seconded by Trustee Koliwasky

BE IT RESOLVED, that the following list of equipment be declared as Surplus, and the Village Manager, or his staff, are hereby authorized to dispose of same for sale, or as scrap, if same have no value:

- 2 two-signal traffic lights
- 1 four-way red flashing light
- 2 jail cell doors
- 2 tires - 17.5/25
- various named street signs

Manager Herbst - we may use open bid, or eBay, not sure yet. We have a request from another municipality for the traffic lights.

Brief discussion ensued regarding sale of named street signs.

Trustee Lytle - we have a couple of police cars sitting out behind DPW garage.

Matt Mustico - those two behind garage have already been surplused.

Manager Herbst - One is the K9 car. Probably dispose of them after mechanic goes over them. One piece of equip in K9 car is automatic device to keep dog cool. That is something that can be salvaged.

Trustee Lytle - what happens to water meters being removed.

Manager Herbst - they go to the company doing the job, that is part of the offset.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Resolution by Trustee Skroskznik, seconded by Trustee Lytle

BE IT RESOLVED, that an Organizational Meeting is hereby scheduled for Monday, December 7th at Noon.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Resolution by Trustee Skroskznik, seconded by Trustee Lytle

BE IT RESOLVED, that the Financial Statements for FY 2014-2015, from Rick McNeilly, for the Village and the Justices, be received and placed on file in the Village Clerk's Office.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Motion by Trustee Koliwasky, seconded by Trustee Swartz, that the following items be added to the agenda:

- Correction to Tax Assessment Roll
- Authorize Payment for Koppers Pond
- Resignation of Village Manager
- Probationary Appts. to Fire Department

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Resolution by Trustee Koliwasky, seconded by Trustee Skroskznik

WHEREAS, Village Clerk Treasurer Sharron Cunningham has received an application for corrected tax roll for the year 2014 regarding Tax Map Parcel No. 58.16-1-3.11, and an application for corrected tax roll for the year 2014 for Tax Map Parcel No. 5816-1-3.13, and

WHEREAS, the Director of the Chemung County Real Property Tax Office has investigated the circumstances of a claimed clerical error, unlawful entry or error in essential fact to determine whether same exists pursuant to RPTL Section 554 relative to the above parcels, and has determined that same occurred and recommended that the application for correction be approved in the base amount of \$208.96 plus interest and penalties for parcel #58.16-1-3.11, and \$420.56 plus interest and penalties for parcel #58.16-1-3.13, and has further recommended that the property owner should be issued new tax bills in the respective amounts, and

WHEREAS, the Village of Horseheads is a tax levying body, and

WHEREAS, this Board has examined the applications and reports to determine whether the claimed clerical error, unlawful entry or error in essential fact exists and find that same did occur.

NOW THEREFORE BE IT RESOLVED, that

1. This Board makes the findings noted above.
2. This Board approves the applications and directs that a notation to such effect be made on the applications and a copy thereof be entered upon the correct extension of taxes.
3. Orders that the corrected taxes are in the amounts noted above and directs Village Clerk-Treasurer Sharron Cunningham to correct the tax rolls accordingly.
4. Directs that notices of approval of the applications be transmitted promptly to the applicant.
5. Directs that copies of the above records be filed with the Village Clerk-Treasurer.

Atty. Groff - The Town of Horseheads is the assessor. They made an error in assigning a value to a parcel. Error wasn't detected before tax rolls were accepted. After that the owner complained. Assessor said it was her fault and she notified county commissioner. Report was issued that error occurred based on assessor's error. Then submitted report to us. Also reported to county and school dist. Your being asked to affirm the commissioners report so we can change tax roll. New bills will be produced.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Resolution by Trustee Skroskznik, seconded by Trustee Swartz

WHEREAS, the Village of Horseheads is a member of the Koppers Pond Group, and

WHEREAS, the procedures of the Group require a majority of the Group members to approve payment of various bills and invoices associated with the Group's conduct of business, and

WHEREAS, Brausch Environmental LLC has submitted its invoice #15889 for the period of October 5, through November 8, 2015 in the amount of \$2,006.25, and

WHEREAS, the invoice appears to be in order.

NOW THEREFORE BE IT RESOLVED, that the Village of Horseheads approves payment of the above-noted invoice.

Atty. Groff - normally payments you make are for the whole group. This time it's just for a particular invoice. It came in and we had a meeting today. Normally the required majority approves before you need to.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Resolution by Trustee Swartz, seconded by Trustee Koliwasky

WHEREAS, Village Manager Walter Herbst has devoted over 35 years of service to the Village of Horseheads in many capacities including member of the Planning Board, Trustee, and now Village Manager, and

WHEREAS, his employment agreement expires November 30, 2015, and

WHEREAS, he has tendered his resignation effective November 14, 2015 so as to pursue areas of personal interest, and enjoy his family and loved ones, and

WHEREAS, the fabric of the Village of Horseheads has been enhanced immeasurably due to his efforts and initiatives, such as the Village Newsletter, a \$4.4 Million water treatment plant at no material cost to Village taxpayers, expansion of municipal shared service programs, revitalization of the Horseheads Merchants Association, and energy performance projects to name a few.

NOW THEREFORE BE IT RESOLVED, that the resignation of Walter Herbst as Village Manager of the Village of Horseheads is accepted with regret, and with gratitude. We offer our best wishes to him in his second retirement.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Resolution by Trustee Koliwasky, seconded by Trustee Skroskznik

BE IT RESOLVED, that this Board hereby approves the one-year probationary appointments of Deborah Montopli, Roosevelt Ave., and Christopher Tuma, Perry St., to the Village of Horseheads Fire Department.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye
Trustee Lytle	Aye

Trustee Swartz read a statement announcing his resignation effective December 7, 2015.

As this meeting marked the last for Mayor Zeigler, Trustee Koliwasky, Trustee Swartz, and also Village Manager Herbst, the remainder of the meeting was filled with many comments by all - praise and congratulations for those leaving, and appreciation to the staff for their dedication over the years.

Manager Herbst - I have a transition book for Mayor McIntosh listing everything, password accounts, pending activities, contract issues, financial issues, etc. I'd like this to be in the record that I'm giving this to the new mayor.

Nate Nagle - finalized Sakura Park and presented to Japanese guests. They did enjoy it and there is room over there for expansion. Holly days in a couple of weeks. Super Saturday and basketball starts soon.

As there was nothing further to come before the Board, the meeting was adjourned at 7:40 p.m.

/rmb