

Minutes

Village Board of Trustees

December 13th, 2012

A regular 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 Donald Zeigler
Trustee Ronald Swartz
Trustee George Koliwasky
Trustee Larry Clark
Trustee Mike Skroskznik
Village Manager Walt Herbst
Village Atty. John Groff

Clerk-Treasurer Sharron Cunningham
Deputy Clerk Michele Accavallo
Parks Dir. Nate Nagle
Code Enf. Bob Young

Others Present

Dave Padgett, W. Franklin St.
Wayne Brubaker, Gardner Rd.
Jean Quinn, Gardner Rd.
Dot Gebhart, Biltmore Dr.

Resolution by Trustee Swartz, seconded by Trustee Skroskznik

BE IT RESOLVED, that the reading of the minutes of the Board of Trustees Meetings of November 15th, November 29th, and December 3rd, 2012 be dispensed with and the same stand approved as entered by the Clerk.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Clark	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye

Resolution by Trustee Clark, seconded by Trustee Swartz

BE IT RESOLVED, that the audit of bills as listed below be received and approved for payment when in funds:

General - \$444,634.99

Water - \$102,780.96
T/A - \$1,512.42

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Clark	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye

Financial Report - Manager Herbst reported that in the General Fund receipts are up over \$110K, and expenses are also up but only by about \$80K. This month we also have to pay our retirement costs. Still in very good shape. In Water Fund receipts down \$17K, but that is due to billing cycles, receipts cycles, etc. Well #4 should be on line soon.

Resolution by Trustee Koliwasky, seconded by Trustee Swartz

BE IT RESOLVED, that this Board has received a draft local law Authorizing the Use of Best Value Procurement Standard, and a public hearing regarding same is hereby scheduled for Thursday, January 10th, 2013 at 7:05 p.m.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Clark	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye

Resolution by Trustee Swartz, seconded by Trustee Skroskznik

BE IT RESOLVED, that the Financial Statements for the Village for the period 6/1/11 through 5/31/12 are hereby received from Richard McNeilly CPA, and same are to be placed on file in the Village Clerks Office.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Clark	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye

Resolution by Trustee Koliwasky, seconded by Trustee Skroskznik

BE IT RESOLVED, that the Justice Reports for November 2012 be received and placed on file in the Village Clerk's Office.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Clark	Aye
Trustee Koliwasky	Aye
Trustee Skroskznik	Aye

Trustee Skroskznik thanked everyone for their support, and said he looks forward to serving the Village and giving back to his community.

Trustee Swartz said it was nice seeing the street sweeper out, doing a good job. I know this has been an issue lately.

Trustee Koliwasky said he would like to continue workshops reviewing the Comprehensive Plan. After brief discussion, the Board agreed to schedule the following the workshops:

- Thursday, January 3rd, 2013 - 4:00 p.m.
- Thursday, January 17th, 2013 - 4:00 p.m.

Trustee Clark said he would also like a workshop regarding which financial reports we want the Manager to provide to us. After some discussion, it was agreed to include that as part of the workshop on the 17th.

Manager Herbst reported on the following items:

- During Hurricane Sandy, we were preparing to house people here at Village Hall. Tom Gage from Jubilee offered to open their store anytime we would need them - day or night. I think he should be commended for this.
- Sean Lohmuller and Don Gaylord came up with an idea to save money. Street lights in linear park are very costly to maintain with metal halide lights and ballasts. They have been starting to fail. Sean and Don came up with a method to bypass by ballast and by doing so use a standard long-term light bulb. Now its only costing \$12.00 vs. the hundreds for the metal halide lights.
- Working on shared services contract with neighboring towns for code enforcement coverage.
- nCourt program for paying fines, etc. online or with a credit card for the Court. That will be in operation by next week.
- Trustee Clark and I met with City Manager from City of Batavia regarding municipal finances. Got some very good information.

Atty. Groff reported on the following items:

- Sent out an article regarding genetic information and how its not to be used for promotions, demotions or other employee actions.
- On the nCourt contract, the same is being used for the rest of the Village departments for payments, etc.
- Draft Law on purchasing policy, using 'best value'. It cannot be used for public works acquisitions, and it will necessitate some changes to our Purchasing Policy.
- Making changes to Peddler/Solicitor local law. In our discussions we found this may have impact on vendors for parades, festivals, etc. We modified to specifically exclude these situations.
- Going to present updated legislation to you on the tax cap. Precaution so you have the tool available to you. They recommend you adopt it every year.

Mayor Zeigler said he would like to start having public participation at the beginning of the meetings. We will start that in the new year.

Dot Gebhart, Biltmore Dr. - Village should mulch leaves and not use plastic bags.

Manager Herbst - we are looking into that.

Motion by Trustee Clark, seconded by Trustee Koliwasky, that this Board, and the Village Manager and Village Attorney move into an Executive Session to discuss the employment history of a particular person.

Roll Call Vote:

Mayor Zeigler	Aye
Trustee Swartz	Aye
Trustee Clark	Aye
Trustee Koliwasky	Aye
Trustee Skroszchnik	Aye

At 7:30 p.m. the Village Board, Manager and Village Attorney moved into an Executive Session, the minutes of which are attached hereto and made a part hereof.

At 8:50 p.m. the Board reconvened back into the regular meeting of this date.

As there was nothing further to come before the Board, the meeting was adjourned at 8:52 p.m.

/rmb

Village Board of Trustees

EXECUTIVE SESSION

December 13, 2012

An Executive Session of the Village of Horseheads Board of Trustees was held on the above date at 7:30 p.m. in Village Hall. Present were Mayor Donald Zeigler, Trustees Ronald Swartz, George Koliwasky, Larry Clark, and Mike Skroskznik, Village Manager Walt Herbst and Village Attorney John G. Groff, at which time they discussed the employment history of a particular person.

At 8:50 p.m., a motion was made by Trustee Clark, seconded by Trustee Skroskznik, that the executive session be adjourned, and the Board reconvene back into its regular meeting of this date.

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Swartz:	Aye
Trustee Koliwasky:	Aye
Trustee Clark:	Aye
Trustee Skroskznik:	Aye