

Minutes

Village Board of Trustees

January 14, 2010

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 Donald Zeigler
Trustee Ronald Swartz
Trustee George Koliwasky
Trustee Suzanne Peters
Village Manager Walt Herbst
Village Attorney John Groff

Clerk-Treasurer Sharron Cunningham
Deputy Clerk Donna Hartsock
Police Chief Mike Barton
Recreation Director Nate Nagle
Fire Chief Arthur Sullivan
DPW Chris Lawrick
Manager's Assistant Rachel Baer

Others:

Dave Padgett, W. Franklin St.
Howard Miller, Sunset Dr.
Barb Skorczewski, W. Franklin St.
Pat Gross, W. Broad St.
Tess Banfield, Catalpa Dr.
Mike Swasta, 411 Watkins Rd.

Scott Shaw, Highland Ave.
Jean Quinn
Gardner Rd.
Connie Wilcox, Pleasant St.
Girl Scout Troop #343
News Media

Mayor Zeigler welcomed Girl Scout Troop 343.

Resolution by Trustee Swartz, seconded by Trustee Peters

BE IT RESOLVED, that the reading of the minutes of the Board of Trustees Meeting of December 17, 2009 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 Peters: Aye

Resolution by Trustee Koliwasky, seconded by Trustee Peters

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

General	\$318,237.08
Water	\$ 66,013.57
Trust/Agency	\$ 1,502.88

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Swartz:	Aye
Trustee Koliwasky:	Aye
Trustee Peters:	Aye

Resolution by Trustee Peters, seconded by Trustee Swartz

WHEREAS, the Village of Horseheads Board of Trustees requested that Community Progress, Inc. advise it of the merit of an available grant named Main Street Revitalization through the Housing Trust Fund Corporation, and

WHEREAS, this Board has determined that it is in the best interests of the residents, taxpayers and owners of real property in the Village to apply for a grant for the purpose of Main Street Revitalization through the New York Main Street grant program.

NOW THEREFORE BE IT RESOLVED, that this Board does hereby authorize by signature, the Executive Director of Community Progress, Inc. to take all actions necessary to submit a grant application to the Housing Trust Fund Corporation/New York State Division of Housing and Community Renewal on behalf of the Village for such purpose, and be it further

RESOLVED, that a certified copy of this resolution be sent to Community Progress, Inc., c/o the Executive Director, Julie Chevalier.

Village Manager Herbst - this grant hasn't been announced by the State yet. Instead of doing for facades, this year the grant is for rehab of second story apartments, etc. In addition, the amount of money has gone up to \$500,000. We are looking forward to announcement of the grant.

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Swartz:	Aye
Trustee Koliwasky:	Aye
Trustee Peters:	Aye

GIS Implementation Grant

Village Manager Herbst - the state is interested in getting all records digitized. Already done a lot of digitizing of maps, etc. Many other things available that we already have through the

county, and are not available at our level because we don't have the software at our desktops. This grant is to bring all of that info together and make it available. And also do implementation training. Will be able to look at all digitized overlays - sewers, water lines, flood plains, etc. This will be no cost to the Village. I'm recommending we proceed and have grant written.

Atty. Groff offered the following resolution:

WHEREAS, New York State will be offering Local Government Records Management Grant funding to municipalities throughout New York State, part of which can be utilized for GIS Implementation, and

WHEREAS, Village Manager Herbst has recommended to this Board that we make application for same, and

WHEREAS, Scott Shaw from the Chemung County Planning Department has agreed to assist in making application and to engage the services of MRB Group for design, etc. enabling all Village departments to utilize the GIS system information for advancement of its functions.

NOW THEREFORE BE IT RESOLVED, that Village Manager Herbst is hereby authorized and directed to pursue a grant application and engage appropriate personnel for making said application, and Mayor Donald Zeigler is authorized to sign on behalf of the Village.

Motion made by Trustee Swartz, seconded by Trustee Peters

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Swartz:	Aye
Trustee Koliwasky:	Aye
Trustee Peters:	Aye

Cooperative Municipal Purchases

Atty. Groff - NYS law requires all municipalities to bid public works projects and items once certain amounts are exceeded. Our Department of Public Works in particular utilizes frequent bids that are prepared by the County for materials and services, and enables us to bootstrap on the bids the County uses. We can also acquire similar items by using State bids. The City of Elmira and the County have integrated their purchasing departments and have been engaging in collective bidding. DPWs in the county have been working with Andy Avery to share bids, and if another municipality wanted to use that bid for its own local purposes it could do so. Process of bidding allows us to use County bid, but law doesn't allow other municipalities to use lower level bid. County cannot use Village, Village cannot use Town, etc. There is another avenue with an Intermunicipal Agreement. It is like a shared service agreement. What we are in the process of doing is developing additional tools that Village staff would be able to utilize. The procedure for using cooperative bidding is more than just adopting a resolution. It requires the municipal entities to get together, someone develops an agreement establishing procedures, then other municipalities would adopt resolutions approving entering into the agreement. Then you could go forward with authorizing any governmental entity to make a bid and allow other participants in the cooperative to utilize that bid. Chris is in favor of this. Would be a good tool.

Atty. Groff added that we its in the process of being refined with Andy Avery, and other municipal attorneys.

Trustee Koliwasky - we are in process of the whole shared service issue right now. I'm sure this is part of it. Why do we look at this right now separately when the whole County concept is being worked on.

Atty. Groff - its already in place really. Shared services issues with respect to DPWs is something that is probably quite some time before it will ever be implemented. This approach would enable Chris to buy materials in a few months.

Comprehensive Plan Workshop

After brief discussion, the Board agreed to have a workshop on the comprehensive plan on Thursday, January 21st at 2:00 pm.

Resolution by Trustee Peters, seconded by Trustee Swartz

BE IT RESOLVED, that the Village Board will conduct a workshop for final review of the draft Comprehensive Plan on January 21, 2010 at 2:00 p.m.

Roll Call Vote:

Mayor Zeigler:	Aye
Trustee Swartz:	Aye
Trustee Koliwasky:	Aye
Trustee Peters:	Aye

Village Manager Herbst reported on the following items:

- press release on Marcellus Shale workshops put on by Cornell Coop Ext.
- Jamie Johnson and I are meeting with someone interested in holding point acreage
- mtg. next week on shared highway svces
- insurance inspection coming up
- labor dept. audit went very well
- also passed training section of labor dept.
- rec'd 30k grant for fingerprint equipment
- budget process underway
- will be setting up mtg for Sakura Park
- newsletter to come out mid February
- computer problems, Jeff continues to work on those

Mayor Zeigler welcomed the girls scouts to the meeting, and explained a little bit about Village Government.

Tess Banfield, Catalpa Dr. - Will the new Trustee have to run this year? John - yes. If they choose to keep post they would have to run. Would have to run and win for one year as unexpired term of Walt Herbst.

Tess- there has never been a woman appointed to the board. I do hope that you take into consideration that it is time for an appointment.

Mayor Zeigler - would like to make appointment by end of the month.

Mike Swasta, Watkins Rd. - Presented a list of questions on the Code Enf. Office. On 4/23/09 Atty. Groff was directed to draft law establishing Code Enf Dept. Nothing done yet. No formal process has happened yet. Village assumed its own code enforcement last year. Do we have a certified Code Enf. Officer.

Mr. Swasta submitted his list of questions in writing to the Manager.

As there was nothing further to come before the Board, the meeting was closed at 7:46 p.m.

/rmb