

# **Village of Union Springs**

**November 19, 2024**

## **Board Meeting Agenda**

Begin 6:00 p.m.

**In attendance:** Mayor Robert Thurston, Jr., Deputy Mayor Donna O'Hara, Trustees Bill Boyd, Jeremy Smith, and Brian Cornell (Enter 6:02)

**Also in attendance:** Attorney Chad Hayden, DPW Superintendent Joe Smith, Clerk Christine Van Horn

**Absent:** Code Enforcement officer Robert Rhea, Water operator Kevin Thurston, and Treasurer Jennifer Schenck (who joined via telephone for her report)

**From the Public:** No one was in attendance

### **Village Clerk:**

\*Review and approve minutes from October 17, 2024, meeting.

Motion to approve minutes made by Deputy Mayor Donna O'Hara seconded by Trustee Bill Boyd Tally all ayes.

\*Re-levy of taxes

Motion to approve made by Trustee Billy Boyd seconded by Deputy Mayor Donna O'Hara Tally all ayes

\*Accept Robin Minde and Dana Ryan as election inspectors for the March 18, 2025, election

Motion to approve made by Trustee Jeremy Smith seconded by Deputy Mayor Donna O'Hara Tally all ayes.

Thank you received from the museum for the yearly donation received from the Village of money received from the village.

The resident from Basin Street where the abandoned car was, stopped in the office, and it has been towed away by the towing company.

Received a phone quote from Extra Mile technology

**Treasurer's Report:** Jennifer Schenck (absent but joined by phone for her report) November financials, November boat launch revenue, November budget modifications:

\*Motion to approve bills Deputy Mayor Donna O'Hara 2<sup>nd</sup> by Trustee Bill Boyd Tally all ayes

\*Motion to approve budget modifications Trustee Bill Boyd 2<sup>nd</sup> by Deputy Mayor Donna O'Hara Tally all ayes

Audit of the Bills Abstract #6: Emailed to members.

Update to Voucher 334 – Lights Auto – Amount changed from \$131.94 to \$263.88

Voucher 293 – CD3 - \$1275 – Removed from Abstract

NYPA Loan – fund balance reached out and they are getting back with it.

### **Audit of Bills: Abstract #6**

**General Fund:** Vouchers 274-338 \$220,902.64

**Water Fund:** Vouchers 278-337 \$21,196.40

**Sewer Fund:** Vouchers 284-337 \$34,193.60

**HK Fund:** Vouchers 273 & 291 \$782.23

**T & A Fund:** Vouchers 275-299 \$9,523.83

\*Motion to approve paying off the NYPA loan with fund balance next month after receiving the pay off amount to save on interest. Deputy Mayor Donna O'Hara 2<sup>nd</sup> by Trustee Jeremy Smith Tally all ayes

\*Motion to move \$80,000 from the fund balance to the Depot Reserve Trustee Bill Boyd 2<sup>nd</sup> by Deputy Mayor Donna O'Hara, Tally all ayes. The treasurer says that will put our fund balance at an acceptable amount.

**Dept. of Public Works:** Joe Smith

Bench paint has been received and we have been bringing in benches for the winter and painting.

WWTP lights quote from Saxton they have come and fixed the lights.

John Deere tractor and replacement options rough estimate the estimates, we currently have are old going to get some new ones for the next meeting.

Manhole cover bids update it went into The Citizen on Saturday November 16<sup>th</sup> and bids need to be received by 2 p.m. on the next board meeting night December 17<sup>th</sup>.

Docks are not looking good. Possibly list them on Auctions International and the mayor is going to investigate possible grants for this.

Proposal for Solar Field lawn upkeep, Mayor is writing up for \$500.00 per diem or mowing.

**Code Enforcement Officer Report:** Robert Rhea (absent)

- Code Enforcement Monthly Report no report was received
- Mayor ordered Robert 2 polos and a jacket with Union Springs logo

**Mayor's Report:** Robert Thurston, Jr.

- Discussion of hiring a cleaning company. The board was presented with some estimates from people that came and did a tour of the office and heard what we were looking for. Four companies submitted proposals.

\*Motion was made by Deputy Mayor Donna O'Hara, seconded by Trustee Jeremy Smith Tally all ayes to go with Quick Clean Services for \$225 for first cleaning and then \$190 per month thereafter. Deputy Mayor Donna O'Hara asked if we could find out what her hourly rate would be for extras/emergencies.

- Past Deputy Clerk past clerk submitted his resignation
- Update DRI submitted to the State. Will probably hear back the first of the year.
- Holiday luncheon, and gift cards. Have a luncheon here at the village office with board members and the team. See about having JW bait prepare lunch items.

- Fair Housing Community we received notification from the state that we were approved.
- \*Motion was made by Trustee Bill Boyd, seconded by Deputy Mayor Donna O'Hara Tally Ayes to send out resolution in support for continued and increased state aid for local governments to people suggested by NYCOM.
- Local law short term rentals going to investigate more and Code Enforcement Robert Rhea is going to be researching where these are in our village.
- The new toddler playground ribbon cutting went very well. Signage might give the wrong impression on the corner not closer to toddler section of the playground that the regular part is toddler part. Joe is going to reach out to the inspector to see if that can be moved.
- Donation of Pictures in Board Room to the museum that are on the walls in the board room. Inquire with Frontenac Museum to see if they would be interested in having pictures on the wall in Board room kept at museum.
- Digitalization of old cemetery records under grant that the museum has received archive records.
- Sewer Ordinance document to be reviewed by MRB group, more information at our next meeting.
- 2024 Service Agreement with USDA for Cormorants \$6,882 this is last years amount requesting a new proposal for the upcoming season.
- \*Motion made by Trustee Bill Boyd, seconded by Trustee Brian Cornell Tally all ayes to accept Lions club donation of 20k towards the toddler playground.
- Going to get quotes to add doors to salt barn
- Christmas Tree Lighting December 7<sup>th</sup> tree lighting starting at 5:30
  - Hot Cider and Donuts from Owens and board members man the table.

## **Trustee Report(s)**

**Bill Boyd:**

**Brian Cornell:** Streetlights by the high school are staying on all the time.

**Donna O'Hara:**

**Jeremy Smith:** Bands are booked for June, July and August 2025. Jeremy is going to send over the prices and other information.

**Village Attorney's Report:** Chad Hayden discussed the possibility of not plowing Chase Avenue since the one homeowner is not responding. But it was decided for now to keep doing as had been before.

**New Business's:** Bearded Bear BBQ & Catering is opening in the plaza next to the laundromat and has been working with codes for inspections and everything.

**Old Business:**

**New Business:**

### **Executive Session if Needed:**

\*Motion to go into executive session by Trustee Brian Cornell, seconded by Trustee Bill Boyd Tally all ayes at 7:11 p.m. All trustees, the Mayor, Deputy Mayor, Clerk Christine Van Horn, Attorney Chad Hayden, and DPW Superintendent Joe Smith were present to discuss an employee issue

\*Motion to come out of executive session by Deputy Mayor Donna O'Hara, seconded by Trustee Bill Boyd Tally all ayes at 7:17 p.m.  
No decisions were made in this session.

**Next Board Meeting:** Tuesday, December 17, 2024, 6 p.m.

**Adjournment:** Time 7:17 p.m.

\*Motion by Trustee Bill Boyd, seconded by Deputy Mayor Donna O'Hara Tally all ayes