

**Village of Union Springs Board of Trustees**  
**Minutes for February 15, 2022 @ 6pm**

**In Attendance:** Mayor Bud Shattuck, Trustee Bill Boyd Jr., Trustee Donna O'Hara, Trustee Brian Cornell, Trustee Robert Thurston, Jr.

**Also, in attendance:** Village Attorney Chad Hayden, Clerk Nancy Walter, Code Officer Kevin Thurston, Todd LaFlamme A&M Graphics, Rich Ward Cuddy & Ward

Pledge of Allegiance

Meeting began at 6:00 PM

**From the Public:** Nothing from the public.

**Todd LaFlamme – A&M Graphics** –Came to talk about the new signs the Village is considering buying and answer questions about them. They will be the same size as the existing ones (North and South end of Village, Center St. and Spring St.). The least expensive one has a 10 year life expectancy and the more expensive one has a 20 year. Turn around time is about 6 weeks.

**Rich Ward – AUD**-Rich told the Board he had submitted the AUD to OSC on behalf of the Village. He went over the general, water and sewer funds. All accounts are in good shape. He recommended the Village look at putting money into reserves.

**Treasurer's Report:** Jennifer Schenck emailed everything to the Board members.

Went over January financials and current boat launch revenue. Had budget modifications for the month. Motion to accept modifications was made by Trustee Boyd, with 2<sup>nd</sup> by Trustee Cornell. All ayes.

**Audit of Bills : Abstract #9**

General Fund: Vouchers #360-393 \$53,730.75

Water Fund: Vouchers 360-383 \$8,844.12

Sewer Fund: Vouchers #362-391 \$61,717.73

Trust & Agency: #392 \$208.48

Trustee O'Hara had a question about Cargill bill and how we allocate for salt. Trustee Thurston asked about down payments for contractor for material for dugout, concession and gazebo. Total of \$5,070.00, will be added to this abstract and paid.

Motion to pay the bills made by Trustee Boyd and 2<sup>nd</sup> by Trustee Thurston. All Ayes, passed

**Clerk's Report:** Nancy Walter

Review January 18, 2022 minutes, motion by Trustee Cornel to approve with a 2<sup>nd</sup> from Trustee Thurston. All ayes. Told the Board about next CCAV dinner, it is the same night as our next budget meeting. Reminded everyone that the March meeting will be on Monday, March 14, 2022 because election day is March 15, 2022. Heat pump bid was awarded to Tim Carmon with a motion by Trustee Boyd and second by Trustee Corenell, all ayes.

**Department of Public Works:**

Sidewalks - Heaved in front of Kings Auto Supply, but did settle back down. DPW will keep an eye on them. Salt of the Earth's door hits sidewalk opening out.



Antique Store – Bud called the Attorney yesterday as we have not heard back in regard to them addressing the bricks that are falling. He told the lawyer we are condemning the building.

Kevin inquired about the purchase of a mini excavator and trailer. Mentioned it could be used at the ponds, to clear brush, dig at cemetery and for water breaks. We not have to pay someone else to come in and dig. He will get some quotes together.

Looking at replacing one of the pick up trucks, quotes are next to impossible to get, this is a work in progress. All items that were listed with Auctions International have sold and we are waiting for the check. Overhead door has been ordered for cold storage., will be here in 4-6 weeks.

#### **Code Enforcement Officer Report:** Kevin Thurston

Motion made by Trustee Cornell, with second by Trustee Boyd to pass resolution to establish position of code enforcement officer. Passed 4-0, Trustee Thurston abstained.

A lot of projects and inspections are going on. Looking into doing fire inspections. Met with Bud for the yearly report. Discussed the process of what to do with violations that aren't corrected. Chad will meet with him this week to get more information.

#### **Mayor's Report:** Bud Shattuck

**Rezoning Highway Commercial**-Discussed this and the possibility of voting on it in March. Reminded we had a Public Hearing in January and if we don't vote would have to have another if we plan to proceed.

**CIN** -They applied to land in trust again. BIA sent a letter to municipalities asking for some information, this was sent back today along with a letter. Read the letter to the Board, Trustee Boyd wanted to go on record saying that he opposes the land in trust application and may follow up with another letter.

**Tax cap override**- Will have to have a public hearing in March to override, we have never gone over, just have to be prepared, we don't have to repeal it if we don't go over.

**Multi year plan**-Comptroller doesn't mind you having a fund balance, as long as it is for a purpose and a multi year plan can show this. Looking into it.

**FEMA/HS**-Told the Board he is on calls at least 3 times a week in regard to the Grove Street culvert project. The Homer Street culvert has been added to the project, have to get quotes. Some quotes have to be to FEMA by 4/1/22, hoping the cost to the Village will be below \$100,000.00. Looking at hazard mitigation funding for upstream.

**Empire State Development**-had a conversation with them, helping with DRI money to see what can be done.

**DOS-Boat launch**-hoping to have grant money for this by end of our year, DOS said it should be before 3/31/22.

**Streetscape**-Sent final bill, waiting for CPL check to clear to send in.

**Planning Board Member** – had an inquiry about filling, still need ZBA members.

#### **Trustee Reports/Updates**

**Bill Boyd:** All good.

**Rob Thurston:** Received quotes for boat launch bathroom project, inquired about auto locks for the doors, waiting for quote for that. Has had conversations with Springport Library, helping them with letter for grants. Girl Scouts have reserved the park for camp again this summer. Inquired about hiring a part time summer rec. coordinator for a few days a week to do projects with kids. This person would also help with movie nights and other events. Looking at quotes to seal parking lot by gazebo. The recent NYCOM seminar he attended was excellent.

**Brian Cornell:** Ipads have arrived, have to get them set up. Working on camera list. Received a quote to fix screen at car charging station. He questioned who is responsible to pay, won't do anything until new cameras are up.

**Donna O'Hara:** Looking at benches and trash cans, working with village patrons who want to possibly donate one. Has quotes, about \$18,000 for 6 of each. Motion made by Trustee Boyd and a second by Mayor Shattuck to buy these, all ayes. Will check into ARPA funds or next years budget. Asked again about a light on Factory and Foundry, concerned about how dark it is and possible liability if something happens. Brian mentioned getting a flood light for the pole that is there, Kevin will call Saxton Electric.

Informed the Board that she had attended the Town of Springport February meeting. At the meeting there was discussion about liquor license being denied to Mike Dugan and that a letter had been sent by Village opposing it, Donna asked about that.

**Village Attorney's Report:** Chad Hayden

**New Business's**

**Old Business:**

**New Business:**

**Any Other Business to Come before the Board:**

**Miscellaneous Correspondence:**

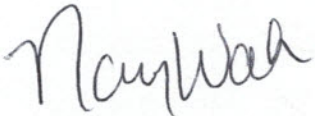
**Executive Session if needed:**

**Budget Meeting:** Tuesday, February 22, 2002 @ 6PM, Water & Sewer Expenses

**Next Regular Board Meeting:** Monday, March 15, 2002 @ 6PM

Meeting Adjourned 9:13 PM

**Respectfully Submitted,**



**Nancy Walter  
Village Clerk**



## **RESOLUTION TO ESTABLISH POSITION OF CODE ENFORCEMENT OFFICER**

**WHEREAS**, the Board of Trustees of the Village of Union Springs desires to establish the part-time position of Code Enforcement Officer.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees hereby approves the creation of the part-time non-competitive position of Code Enforcement Officer in the Village of Union Springs, and conferring the powers accorded by the laws of the Village.

The foregoing resolution was adopted on February 15, 2022 at a Village Board of Trustees meeting on motion by Trustee Cornell second by Trustee Boyd

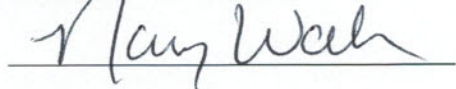
Boyd                yes

Cornell            yes

O'Hara            yes

Shattuck          yes

Thurston          abstain

A handwritten signature in cursive script, appearing to read "Nancy Walter", is written over a horizontal line.

Nancy Walter, Village Clerk

# ABSTRACT OF AUDITED VOUCHERS

## GENERAL FUND

**VILLAGE OF UNION SPRINGS**

**CAYUGA COUNTY, NEW YORK**

**DATE OF AUDIT: 02/15/2022**

**NUMBER 009**

**TOTAL CLAIMS: \$53,730.75**

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

Voucher #	Claimant	Account #	Amount	Check
360	NYSEG 10010356102/DPW Light	A1640.41	27.25	10385 01/27/2022
360	NYSEG 10010356086/Boat Launch Bath Light	A7140.41	26.38	10385 01/27/2022
362	VERIZON 001-85/Clerks Phonr	A1620.41	124.80	10386 01/27/2022
363	NYSEG 10010356045/Clerks Office	A1620.41	319.11	10387 02/02/2022
363	NYSEG 10032836990/Astoria Gazebo	A5650.41	41.84	10387 02/02/2022
363	NYSEG 10051041126/Cleaning Station	A7140.41	22.47	10387 02/02/2022
363	NYSEG 1001035652/Boat Launch Bath	A7140.41	22.73	10387 02/02/2022
363	NYSEG 10049482457/Zach Property	A7140.41	37.83	10387 02/02/2022
363	NYSEG 10010356060/S. Pavilion	A7140.41	22.21	10387 02/02/2022
363	NYSEG 10010356094/Weigh Station	A7140.41	19.92	10387 02/02/2022
363	NYSEG 10052836029/Mill pond	A7150.4	77.54	10387 02/02/2022
363	NYSEG 10010356078/Gazebo	A7310.41	40.19	10387 02/02/2022
365	BER-NATIONAL AUTOMATION INC 113891/MONTHLY SOFTWARE SUBSCRIPTION	A7140.4	52.50	10390 02/16/2022
367	Greater Tompkin Co Mun Health 4870/MARCH HEALTH INS.	A600	247.51	10391 02/16/2022
367	Greater Tompkin Co Mun Health 4870/MARCH HEALTH INS.	A9060.8	2,247.30	10391 02/16/2022
368	LIFETIME BENEFIT SOLUTIONS I 296328/HSA/FSA ADMIN FEE	A9060.8	99.00	ACH 02/10/2022
369	NYSEG 10012836911/DPW	A1640.41	177.11	10388 02/10/2022
369	NYSEG 10012836895/DPW GARAGE	A1640.41	813.91	10388 02/10/2022
369	NYSEG 10013690382/STREET LIGHTING	A5182.41	1,268.77	10388 02/10/2022
369	NYSEG 10013690390/STREET LIGHTING	A5182.41	0.14	10388 02/10/2022
369	NYSEG 10012836903/BALLFIELD	A7310.41	31.67	10388 02/10/2022
371	TOWN OF SPRINGPORT JAN 2022/GAS/DIESEL FOR JANUARY	A1640.42	860.93	10392 02/16/2022
372	VERIZON WIRELESS 9898017235/N. HOTALING	A1640.4	21.23	10389 02/10/2022

# ABSTRACT OF AUDITED VOUCHERS

## GENERAL FUND

VILLAGE OF UNION SPRINGS

CAYUGA COUNTY, NEW YORK

DATE OF AUDIT: 02/15/2022

NUMBER 009

TOTAL CLAIMS: \$53,730.75

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

Voucher #	Claimant	Account #	Amount	Check
372	VERIZON WIRELESS 9898017235/J. SMITH CELL PHONE	A1640.4	31.23	10389 02/10/2022
372	VERIZON WIRELESS 9898017235/K. THURSTON	A8010.4	21.23	10389 02/10/2022
375	CLARK, PATTERSON, LEE Arch,Eng 80709/STREETSCAPE - 100% COMPLETE	A1440.4	26,499.68	10393 02/16/2022
377	MCLAUGHLINS WASTE DISPOSAL INC 236/1.5.22-1.26.22 TRASH & RECYCLING	A8160.4	7,766.36	10394 02/16/2022
379	STATE COMPTROLLER 22ADV_WALTER_1117/ADVANCED ACCOUNTING - N WALTER	A1410.4	85.00	10395 02/16/2022
380	TOLLS BY MAIL PAY. PROC. CENTR 17634579615/NY AF 3315 - 12.14.21	A1640.4	5.54	10396 02/16/2022
381	CARGILL INC. - SALT DIVISION 2906845703/DEICER SALT	A5142.4	2,254.75	10397 02/16/2022
381	CARGILL INC. - SALT DIVISION 2906808827/DEICER SALT	A5142.4	2,322.21	10397 02/16/2022
381	CARGILL INC. - SALT DIVISION 2906804861/DEICER SALT	A5142.4	1,149.32	10397 02/16/2022
384	LandPro Equipment Inc. 2183235/SPRING PIN, FASTENER, HARDWARE FOR SNOWBLOWER	A5142.4	108.23	10398 02/16/2022
385	MRB GROUP 42249/12.19.21-1.15.22 GRANT ADMIN SERVICES	A8989.4	405.00	10399 02/16/2022
388	AMERICAN RENTALS LLC-AUBURN DV 004013825/ICE MELT PELLET	A5142.4	855.05	10400 02/16/2022
389	KINGS AUTO SUPPLY LLC 103905/PLSTIC WELD	A1640.4	4.99	10401 02/16/2022
389	KINGS AUTO SUPPLY LLC 103906/WORK LIGHT	A1640.4	51.74	10401 02/16/2022
389	KINGS AUTO SUPPLY LLC 102883/DEF	A1640.4	65.04	10401 02/16/2022
389	KINGS AUTO SUPPLY LLC 102789/GLASS CLEANER	A1640.4	16.36	10401 02/16/2022
390	NEW YORK CONFERENCE OF MAYORS LEGISLATIVE MTG/ROBERT THURSTON JR	A1010.4	237.00	10402 02/16/2022
391	VERIZON ****-90/DPW	A1640.4	179.68	10403 02/16/2022
393	SHAWN HASTINGS Material for Gazebo Repairs	A7140.2	1,720.00	10404 02/16/2022
393	SHAWN HASTINGS Material for Dugout Repairs	A7140.2	1,980.00	10404 02/16/2022
393	SHAWN HASTINGS Material for Concession Repairs	A7310.2	1,370.00	10404 02/16/2022

Total:

53,730.75



To the Treasurer of the above VILLAGE:

The above listed claims having been presented to the

Board of Trustees

of the above-named Village, and having been duly audited and allowed in the amounts as shown on the above-mentioned date, you are hereby authorized and directed to pay each of the listed claimants the amount allowed upon his claim appearing opposite his name.

In Witness Whereof, I have hereunto set my hand as

clerk

at

the above Village this

16<sup>th</sup>

day of

February

, 2022

Tany Webb  
Signature

# ABSTRACT OF AUDITED VOUCHERS

## WATER FUND

VILLAGE OF UNION SPRINGS

CAYUGA COUNTY, NEW YORK

DATE OF AUDIT: 02/15/2022

NUMBER 009

TOTAL CLAIMS: \$8,844.12

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

Voucher #	Claimant	Account #	Amount	Check
360	NYSEG 1001666809/Grove St. Water Tower	F8320.41	30.86	5571 01/27/2022
360	NYSEG 10016766171/Center St. Water Tower	F8320.41	19.80	5571 01/27/2022
361	QLT CONSUMER LEASE SERVICES 889-7612/Pumphouse Rotary Phone	F8320.41	14.82	5572 01/27/2022
362	VERIZON 0001-45/PUMPHOUSE PHONE LINE	F8320.41	88.51	5573 01/27/2022
364	VERIZON 0001-91/Leased Line	F8340.41	148.27	5574 02/02/2022
367	Greater Tompkin Co Mun Health 4870/MARCH HEALTH INS	F9060.8	1,069.21	5576 02/16/2022
369	NYSEG 10012837596/PUMPHOUSE	F8320.41	3,610.90	5575 02/10/2022
376	JLI ENVIRONMENTAL LABORATORIES 22-0017/SAMPLES 31915-31916	F8340.4	80.00	5577 02/16/2022
376	JLI ENVIRONMENTAL LABORATORIES 22-0038/SAMPLES 31959-31961	F8340.4	414.75	5577 02/16/2022
382	F.W. WEBB COMPANY 74735207/EXP TNK THERM-X-TROL THRML 2GAL	F8320.2	1,197.00	5578 02/16/2022
383	ROBERT KNEASKERN 1.14.22-2.10.22/WATER SYSTEM MONITORING	F8310.4	2,170.00	5579 02/16/2022

Total:

8,844.12

To the Treasurer of the above VILLAGE:

The above listed claims having been presented to the Board of Trustees  
of the above-named Village, and having been duly audited and allowed in the amounts as shown on the  
above-mentioned date, you are hereby authorized and directed to pay each of the listed claimants the amount  
allowed upon his claim appearing opposite his name.

In Witness Whereof, I have hereunto set my hand as clerk at

the above Village this 10<sup>th</sup> day of February, 20 22

Nancy Webb  
Signature



# ABSTRACT OF AUDITED VOUCHERS

## SEWER FUND

VILLAGE OF UNION SPRINGS

CAYUGA COUNTY, NEW YORK

DATE OF AUDIT: 02/15/2022

NUMBER 009

TOTAL CLAIMS: \$61,717.73

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

Voucher #	Claimant	Account #	Amount	Check
362	VERIZON 0001-08/WWTP	G8130.41	87.26	7216 01/27/2022
366	CAMDEN GROUP INC. 6523/FEB CONSULTING ON WWTP	G8130.4	7,036.25	7218 02/16/2022
366	CAMDEN GROUP INC. 6552/SAMPLE TESTINGS	G8130.46	169.00	7218 02/16/2022
369	NYSEG 10012836887/WWTP	G8130.41	5,121.43	7217 02/10/2022
370	PREMIER PRINTING INC. 3322/SERVICES FOR BAN, ELECTRONIC POSTING/PLATFORM	G1380.4	445.00	7219 02/16/2022
373	CPE 30818/BS CALIBRATION, CHART RECORDER	G8120.4	700.00	7220 02/16/2022
374	CASELLA WASTE SERVICES 2475992SENECA MEADOWS SLUDGE	G8130.44	2,381.82	7221 02/16/2022
378	M & T BANK LOAN ID 4660/PROJECT C7-6401-02-00	G9720.6	30,000.00	7222 02/16/2022
378	M & T BANK LOAN ID 4660/PROJECT C7-6401-02-00	G9720.7	7,717.05	7222 02/16/2022
386	SIEWERT EQUIPMENT CO INC ROCH13906/GRINDER PUMP 7" CORE	G8120.2	2,505.00	7223 02/16/2022
387	TREASPASZ & MARQUARDT LLP 2.4.22/SERVICES RENDERED FOR BAN	G1380.4	3,795.00	7224 02/16/2022
391	USA BLUE BOOK 838138/DPD TABLETS, POWDER PILLOWS, GLOVES, FILTER	G8130.4	422.89	7225 02/16/2022
391	USA BLUE BOOK 857203/DPD TABLETS, CHART, PHOSPHATE PACKS	G8130.4	719.90	7225 02/16/2022
391	USA BLUE BOOK 851083/PAPER TOWELS, DRUM TRUCK	G8130.4	617.13	7225 02/16/2022

Total:

61,717.73

To the Treasurer of the above VILLAGE:

The above listed claims having been presented to the

of the above-named Village, and having been duly audited and allowed in the amounts as shown on the above-mentioned date, you are hereby authorized and directed to pay each of the listed claimants the amount allowed upon his claim appearing opposite his name.

In Witness Whereof, I have hereunto set my hand as

the above Village this 16<sup>th</sup> day of February 20 22

Clerk  
at  
Signature  
Tanya Welch

# ABSTRACT OF AUDITED VOUCHERS

## TRUST & AGENCY (PAYROLL)

VILLAGE OF UNION SPRINGS

CAYUGA COUNTY, NEW YORK

DATE OF AUDIT: 02/15/2022

NUMBER 009

TOTAL CLAIMS: \$208.48

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

Voucher #	Claimant	Account #	Amount	Check
392	WILLIAMSON LAW BOOK CO 190214/PAYROLL 2	TA60	82.50	17942 02/16/2022
392	WILLIAMSON LAW BOOK CO 190368/PAYROLL 3	TA60	82.50	17942 02/16/2022
392	WILLIAMSON LAW BOOK CO 190269/W-2 SERVICES	TA60	43.48	17942 02/16/2022
Total:			208.48	

To the Treasurer of the above VILLAGE:

The above listed claims having been presented to the Board of Trustees  
of the above-named Village, and having been duly audited and allowed in the amounts as shown on the  
above-mentioned date, you are hereby authorized and directed to pay each of the listed claimants the amount  
allowed upon his claim appearing opposite his name.

In Witness Whereof, I have hereunto set my hand as clerk at

the above Village this 16th day of February, 20 22

Nancy Welch  
Signature



# Budget Modifications For February Meeting 2022

## General Fund "A"

\$ 400.00 Credit A1640.41 - Central Garage - Contractual - Nyseg  
 \$ 400.00 Debit A1640.4 - Central Garage - Contractual

\$ 2,000.00 Credit A5182.41 - Street Lighting - Nyseg  
 \$ 2,000.00 Debit A5110.4 - Streets Contractual

\$ 250.00 Credit A7140.41 - Parks and Rec - Contractual - Nyseg  
 \$ 250.00 Debit A7140.4 - Parks and Rec - Contractual

\$ 75.00 Credit A7150.4 - Mill Ponds - Contractual  
 \$ 75.00 Debit A1990.4 - Contingent Account

\$ 3,000.00 Credit A9060.8 - Medical Insurance  
 \$ 3,000.00 Debit A1325.1 - Treasurer Personal Services

**\$ 5,725.00 TOTAL**

## Water Fund "F"

\$ 452.09 Credit F8310.4 - Water Administration - Contractual  
 \$ 452.09 Debit F8320.2 - Pumping Station - Capital Outlay  
 \$ 1,500.00 Credit F8320.41 - Source of Supply - Contractual - Nyseg  
 \$ 1,500.00 Debit F1990.4 - Contingent Account

**\$ 1,952.09 TOTAL**

## Sewer Fund "G"

\$ 4,240.00 Credit G1380.4 - Fiscal Agen Fees  
 \$ 4,240.00 Debit G1440.4 - Engineering Contractual  
 \$ 7,523.05 Credit G9720.7 - Statutory Installment Bonds - EFC  
 \$ 5,000.00 Debit G9962.2 - Budgetary Provisions for Other Uses  
 \$ 2,523.05 Debit G8130.4R-Sewage Treatment and Disposal - Equip. Reserve

**\$ 11,763.05 TOTAL**

# Boat Launch Revenues

## Previous Year Comparison

	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
June	\$ 3,295.75	\$ 3,993.69	\$ 1,949.75	\$ 5,467.50	\$ 3,695.10
July	\$ 3,361.31	\$ 4,347.80	\$ 3,026.36	\$ 6,269.00	\$ 5,172.17
Aug	\$ 2,377.38	\$ 4,315.72	\$ 2,029.75	\$ 3,542.00	\$ 3,627.00
Sept	\$ 1,904.02	\$ 1,402.25	\$ 1,763.75	\$ 2,855.00	\$ 1,793.03
Oct	\$ 1,159.25	\$ 1,074.00	\$ 849.00	\$ 1,551.00	\$ 1,691.00
Nov	\$ 181.00	\$ 160.00	\$ 321.00	\$ 2,156.00	\$ 435.00
Dec	\$ 48.00	\$ 87.00	\$ 279.00	\$ 582.00	\$ 96.00
Jan		\$ 1,758.00	\$ 397.00	\$ 447.00	\$ 268.00
Feb	\$ 130.90	\$ 125.00	\$ 100.00	\$ 75.00	
Mar	\$ 75.00	\$ 90.00	closed	\$ 528.00	
April	\$ 572.00	\$ 482.00	\$ 421.00	\$ 2,167.00	
May	\$ 1,849.73	\$ 1,333.00	\$ 2,595.93	\$ 2,228.00	

\*\*\$18 in CC, the rest was Tourney Fees

