

THE RUSHVILLE VILLAGE BOARD MEETING

February 12, 2024

DATE: 2/12/24

TIME: 7:00pm

PLACE: The Rushville Village Hall

PRESENT: Mayor David LeClair, Deputy Mayor Chandra Gilman, Trustee Doug Rigby, Trustee Cheryl Hilton-Vadner, Trustee Karen Gorton, Clerk Jeannie Kesel, Code Officer Tim Pagel, DPW Art Rilands, Temporary Public Works Supervisor Neal Curtis, Fire Chief Jim Adams and Reading Director Dodie Baker

Approximately 11 people attended the meeting (sign in sheet available at the Village Office)

The Mayor called the Board Meeting to order at 7:00 pm.

RE: Salute to the Flag:

The Mayor asked everyone to rise and join in the Pledge to the Flag.

RE: Approval of Minutes:

The Mayor asked the Trustees if they had any corrections to the board minutes from the January 8, 2024 meeting. Deputy Mayor Chandra Gilman made a motion to approve the December 11, 2023 minutes, as submitted. Trustee Doug Rigby made a 2nd to the motion. The motion carried.

The Mayor asked the Trustees if they had any corrections to the special meeting minutes from the January 29, 2024 meeting. Trustee Karen Gorton made a motion to approve the January 29, 2024 minutes, as submitted. Trustee Doug Rigby made a 2nd to the motion. The motion carried.

The Mayor asked the Trustees if they had any corrections to the special meeting minutes from the January 30, 2024 meeting. There was one correction. Deputy Mayor Chandra Gilman made a motion to approve the January 30, 2024 minutes, as corrected. Trustee Doug Rigby made a 2nd to the motion. The motion carried.

RE: Public Comments:

- None

RE: Mayor's Report:

- Under the Yates County Shared Services Agreement and through a National Archives grant, Yates County Municipalities have the opportunity to store historic records electronically aimed at preservation of important records and reducing the retention of paper records. The Mayor provided a summary sheet of the costs anticipated over the first 3 years. The first-year cost now, for the village is \$5000 and is fully covered under the grant. Those amenities are listed on the summary sheet. The 2nd year cost is \$6500 and this most likely will be funded through an additional grant. Although there is no confirmation of approval at this time, according to Yates County this should be covered almost in full with maybe a small co-pay. After that, future annual on-going expenses to each municipality will be \$1205

THE RUSHVILLE VILLAGE BOARD MEETING

February 12, 2024

annually. IT support from Yates County will be on-going. There are 3 resolutions tonight that need to be passed so that Rushville can participate obtaining funds and support through the grant.

RE: Resolution 5-2024 Declaring the Village of Rushville Clerk/Treasurer as the Records Management Officer Responsible for the Retention and Disposition for the New York Local Government Records (LGS-1)

The Mayor asked for a motion for Resolution 5-2024 Declaring the Village of Rushville Clerk/Treasurer as the Records Management Officer Responsible for the Retention and Disposition for the New York Local government Records (LGS-1). A motion was made by Trustee Karen Gorton and seconded by Trustee Cheryl Hilton-Vadner.

There was a rollcall vote –

Trustee Doug Rigby	Yes
Trustee Karen Gorton	Yes
Trustee Cheryl Hilton-Vadner	Yes
Deputy Mayor Chandra Gilman	Yes
Mayor David LeClair	Yes

The motion unanimously carried.

RE: Resolution 6-2024 In Support for Funding from the New York State Archives Local Government Records Management Improvement Fund.

The Mayor asked for a motion for Resolution 6-2024 In Support for Funding from the New York State Archives Local Government Records Management Improvement Fund. A motion was made by Trustee Doug Rigby and seconded by Trustee Karen Gorton.

There was a rollcall vote –

Trustee Doug Rigby	Yes
Trustee Karen Gorton	Yes
Trustee Cheryl Hilton-Vadner	Yes
Deputy Mayor Chandra Gilman	Yes
Mayor David LeClair	Yes

The motion unanimously carried.

RE: Resolution 7-2024 Adoption of the Retention and Disposition Schedule for the New York Local Government Records (LGS-1)

The Mayor asked for a motion for Resolution 7-2024 Adoption for the Retention and Disposition Schedule for the New York Local Government Records (LGS-1). A motion was made by Trustee Doug Rigby and seconded by Deputy Mayor Chandra Gilman.

THE RUSHVILLE VILLAGE BOARD MEETING

February 12, 2024

There was a rollcall vote –

Trustee Doug Rigby	Yes
Trustee Karen Gorton	Yes
Trustee Cheryl Hilton-Vadner	Yes
Deputy Mayor Chandra Gilman	Yes
Mayor David LeClair	Yes

The motion unanimously carried.

- Library – There will be a joint meeting of the Village Board and Library Board starting at 6:00 pm at the next regularly scheduled Village Board meeting Monday, March 11, 2024. The purpose is to have a final discussion and answer questions about the transition of the library as a separate entity and all the organization and financial stipulations and requirements that go along with it. You will recall the attached email I provided encouraging questions in advance of the joint meeting.
- Notice of Violation – Greg Hotaling provided a response to the DEC. In his response letter he described Village Collection System, as a gray water system, offering limited points of entry for inspection. He is hoping for a site meeting with Jonathon Tamargo, NYS DEC Engineer and Village staff to review system constraints to get feedback and/or suggestions to help with the search for sources of Infill and Infiltration. The Village staff has been aware of the problem and has reported on this previously. This work will continue. Costs will be identified.
- Water Treatment Improvement Project – MRB Engineer, Greg Hotaling, has provided a proposal for the engineering design, construction phase services, and grant administration for the improvements at the Village of Rushville Water Treatment Plant (WTP). This is after being selected through the Village’s Request for Qualifications Process.

A motion to have the Mayor sign the proposal from MRB Engineering for Professional Services for the Water Treatment Improvement was made by Trustee Cheryl Hilton-Vader. A second was made by Trustee Doug Rigby. The motion unanimously carried.

RE: Deputy Mayor’s Report:

- None

RE: Public Works Supervisor:

Water:

- As of January 31st, I am officially licensed to be a IIA water operator and class D water distributor.

THE RUSHVILLE VILLAGE BOARD MEETING

February 12, 2024

- It was noticed that the generator at the water plant did not start during a brief power outage last month. Emergency Power was contacted and was able to talk us through getting it fired back up. They then came out to diagnose what the potential cause was and believe it to be a relay on the starter. The part is in and we are waiting to hear about scheduling the install.

Streets:

- Art has been plowing and sanding as needed for the minor snow events we have had. We have filled in some potholes around the village and have been working on some equipment and barn maintenance.

Sewer:

- We had an RTS bus try using one of the sewer beds at the plant as a turn around and he ended up getting stuck and had to be carefully towed out. Luckily, the only damage sustained was a broken valve handle. We sent a bill to RTS for our time and use of equipment.
- I will be at sewer school from February 26th through March 8th at SUNY Morrisville. Once completed, I will be able to sign up to take the ABC exam for certification.
- We compiled some information about the sewer system for MRB. They would like to do a GIS Utilities Geographic Survey of the system. They say it is an invaluable tool when it comes to doing an I & I study. We acquired some flow meters on loan from Farmington, so we will get them installed as part of our I & I investigation. Maybe they can at least point us in a direction of a problem. If they work for us, the town is willing to work out a deal to buy them at a discounted price.
- We had some abnormal readings during a high flow event at the end of January, so we had CPE come out to look at the flow meter at the lift station. They updated the firmware and calibrated both this meter and the flow meter from the school.

Other:

- The 2014 Ford F-150 has been picked up and is headed to Massachusetts.
- We have removed a large tree that came down into the creek behind the fire department.

RE: Fire Report:

- Chief Adams said they responded to 11 calls for service in the month of January. Five were in the Rushville fire district, three were in the Middlesex fire district, and three were in the Crystal Beach fire district. Of the eleven incidents, four were motor vehicle accidents with reported injuries, two were fire calls, two were medical emergencies, and three were weather related hazardous conditions.
- Three training drills were conducted, performed monthly truck and equipment check. We had our monthly fire company dinner/meeting.
- The Chief's report is attached.

RE: Reading Center Director: (Presented by Deputy Mayor Chandra Gilman)

THE RUSHVILLE VILLAGE BOARD MEETING

February 12, 2024

- Dodie and Dawn are planning activities for April 8th – Total Eclipse. We will see if the park will be a good place to view it. There is about a 60% chance that it will be cloudy here in Rushville that day. We will plan some fun activities to go along with the theme and will have glasses to hand out for that day. Anyone interested on helping that day would be welcomed. Please contact us at the Library.
- Wee Wonder Storytime is Tuesday, February 27th from 10-11 am. Stories, snacks and a craft. Storytime is held the last Tuesday of each month.
- A list of our 2024 Library Board Meeting is posted at the Library. The meetings will be held March – December. The 3rd Monday of each month a 7:00 pm at the Library (35 South Main Street, Rushville). This year we chose to have January and February off. Soon the list of meetings, along with much more will be posted on our Facebook page. Erika (STLS) is meeting with Dawn and Dodie on February 21st and will be working with us on updating our Facebook page.
- We have Fiber Optics into our building. Tomorrow, February 13th, Pat from STLS will be at the Library to connect us. Then we can all enjoy high-speed computers.
- Children’s “take home” craft kits are available for the months of January, February and March.
- Adult craft time will be held March 2nd at 10 am. All programs are free.
- Dawn and Dodie continue to take virtual webinars for several different programs.
- Thank you for always supporting the Library.

RE: Code Enforcement Officer:

- Issue Permits
- Inspection of projects in progress
- Inspect Phase 5 of Mosaic project
- Submit completed Hazard Mitigation plan worksheets
- 4 Bryant Square is complete and for sale
- Issue Temporary Certificate of Occupancy to Matcham and Foster houses
- Work on completing 1203 report for census bureau
- Fire department was called to 53 South Main Street for a backyard fire which they put out. Today there was another fire. The DEC was called and the officer ticketed the person in violation. Based on the Village code, the homeowner was issued two violations -1st offense is \$250 and the 2nd offense is \$350.

RE: Public Comments:

- None

RE: Clerk:

- NYSCLASS (which includes Cemetery, Reading Center, History Room, Village Savings and Checking) earned \$7,243.15 of interest for the month of January - Fiscal YTD - \$73,649.34.
- Jeannie said that Thursday, February 15th at 10:00 am she would pull the candidates’ names to see where their name will be placed on the ballot for the March 19, 2024 election.
- Budget – Jeannie is planning on getting the budget worksheets to the board members by March 4th. At the March board meeting a tentative budget should be able to be passed. On

THE RUSHVILLE VILLAGE BOARD MEETING

February 12, 2024

March 28, 2024 at 4:00pm there will be a budget workshop. The final budget should be ready to be passed at the April board meeting.

RE: Bills:

A motion was made by Trustee Doug Rigby and seconded by Deputy Mayor Chandra Gilman to authorize payment of the General bills in the amount of \$30,043.81. The motion was unanimously carried.

A motion was made by Deputy Mayor Chandra Gilman and seconded by Trustee Doug Rigby to authorize payment of the Cemetery bills in the amount of \$8,875.67. The motion was unanimously carried.

A motion was made by Trustee Doug Rigby and seconded by Trustee Karen Gorton to authorize payment of the Water bills in the amount of \$20,409.20. The motion was unanimously carried.

A motion was made by Trustee Cheryl Hilton-Vadner and seconded by Deputy Mayor Chandra Gilman to authorize the payment of the Sewer bills in the amount of \$20,816.26. The motion was unanimously carried.

A motion was made by Trustee Doug Rigby and seconded by Trustee Cheryl Hilton-Vadner to authorize payment of the Library bills in the amount of \$49,054.50. The motion was unanimously carried.

A motion was made by Deputy Mayor Chandra Gilman and seconded by Trustee Karen Gorton to authorize payment of the Private Purpose Trust Funds in the amount of \$1,000.00. The motion was unanimously carried.

A motion to adjourn was made by Trustee Doug Rigby. A 2nd was received from Deputy Mayor Chandra Gilman. The motion was unanimously passed. The meeting was adjourned at 7:55 pm.

Respectfully submitted,

Jeannie Kesel, Clerk/Treasurer

THE RUSHVILLE VILLAGE BOARD MEETING
February 12, 2024