



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, December 8th, 2016 @ 6:30 PM
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 6:30 P.M. with Mayor Gary Butterfield inviting everyone present to join him in the Pledge of Allegiance.

Roll Call: Mayor Gary Butterfield, Deputy Mayor Fred Ferguson, Trustee Diane Browning, Trustee Pat Gustafson, and Trustee Chuck Henry.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Codes Enforcement Officer David Barnhart, DPW Superintendent Gary Wilmer, Fire Chief Tim Ellis, Parks Director Teresa Roth, Police Chief Michael Crowell, Village Attorney Scott Chatfield, and Village Engineer Amy Franco.

RESOLUTION # 220-16

APPROVAL OF BOARD MEETING MINUTES

Deputy Mayor Ferguson made a motion to approve the minutes from the November 22nd, 2016 Board Meeting. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

RESOLUTION # 221-16

GENERAL FUND ABSTRACT APPROVAL

Trustee Browning made a motion to approve the General Fund Abstract #14 in the amount of \$105,585.26 covering Voucher #639 to Voucher #692. The motion was seconded by Trustee Henry. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

RESOLUTION # 222-16

SEWER FUND ABSTRACT APPROVAL

Deputy Mayor Ferguson made a motion to approve the Sewer Fund Abstract # 14 in the amount of \$63.00 covering Voucher #12. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

CITIZENS' VOICE:

The Mayor invited anyone that wished to share concerns or thoughts to address the Board.



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OLD BUSINESS:

RESOLUTION # 223-16

**DISCUSS/AUTHORIZE MAYOR TO SIGN 2017-2018
OCRRRA SOLID WASTE AGREEMENT**

Deputy Mayor Ferguson made a motion to authorize the Mayor to sign the 2017-2018 OCRRRA Solid Waste Agreement. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

APPOINT ALTERNATE TO THE ZONING/PLANNING BOARD

The Mayor stated both the Zoning and Planning Board are in need of an Alternate. He has reached out to one person and is waiting to hear back from him. He asked if anyone knew of someone who would be interested as there are two people needed. This item was tabled for now.

NEW BUSINESS:

DISCUSS ENFORCEMENT ISSUE ON CHESTNUT STREET

The Mayor spoke of having laws regarding unlicensed or abandoned vehicles and junk that is dumped in the front lawn. He stated they do have the ability to enforce the laws if they are enforceable. He shared that the Village has taken steps to alleviate some of the conditions. The people have been cited violations, ignored the Village, and they have been sent to Court. He continued we have found out there is not much the Village can do if they do not have the means. Attorney Chatfield stated that the Village has come across an instance where the Justice Court does not have the power through the criminal process to satisfy the desired result. The Justice Court agrees with the Village that there is a violation, and sides with the Village, but all they can do is fine them. In this case, the defendants do not have the ability to pay; and people are not put in jail when they do not have ability to pay a fine. However, with authorization from the Board, an injunction can be filed with the Supreme Court who does have more authority over these types of cases. He explained that a civil case can run between \$5,000 and \$10,000 to go through the injunction process. However, it is up to the defendants to obtain their own lawyer; and if they don't defend themselves well, the injunction could be gotten fairly quickly. At a minimum, you are looking at \$1500, because the cost just to file the paperwork is \$305. He clarified he can't just file this; he needs authorization from the Board to do so. He stated that this has been an ongoing concern for many years with all attempts not being successful. Attorney Chatfield suggested there may be another avenue to pursue where the person is served the violation and given a chance to come before the Village Board to present his case. If he didn't prove his case to the Board, then the Board could delegate someone to go on his property to address the specified issues. He offered that if it was the Board's desire, he could search the Village code and see if the codes allow for this



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action. If the code does not allow for this action, he is willing to draft necessary wording to make changes to the code. He did clarify the various costs that would be incurred if it is towed to be: 1) the cost of the tow, 2) the cost of the storage of the vehicle(s), which can exceed the value of the vehicle. This has to be stored until such time that you have reduced your claim to ownership before it is cleared to be disposed of. The Mayor explained the Police, Codes Enforcement, and the Court have been involved and our hands are tied. He wanted the Board to fully understand the efforts that had been made, the various options, and what is involved. The Mayor stated we will end this and move on to the next item.

ATTORNEY REPORT: He stated that he had been given a copy of the TAP Grant. He continued that there was discussion regarding the selection of the professionals. After reviewing the information, he clarified that it is clear and feels it was misinterpreted. He read, "Federal regulations require qualifications based selection process; procuring, obtaining or hiring engineering services. Price cannot be a factor in the selection process. The fee for the services is negotiated, along with the scope of services after the selection process is complete." He explained that the Board is always free to hire the services of a professional such as Engineers, Lawyers and Accountants, etc., based on the Board's judgement of qualifications of the individual or corporation involved. He continued as a condition of this grant, you have to go through a qualification based process by putting together a generalized solicitation to include the identifiable different phases of engineering or legal services along the way, and then interview those people who respond to that solicitation. This does not require you to select any other engineer if you feel that your engineer has the best qualifications and is the most qualified professional to do the project. In order to get this grant, you are going to have to demonstrate that you went through this process. After you have selected the applicant that has the best qualifications for the project then you have to have the Board confirm the appointment. He mentioned having to show the Local Design Services Agreement List, a copy of the solicitation letter and who it was sent to.

ENGINEER REPORT: Mrs. Franco stated she was going to send a formalized substantial completion for Chestnut Street and Rt. 11 with the final completion dates for the Mayor to sign.

DEPARTMENT HEAD REPORTS:

Police Department: He stated our newly appointed sergeant is doing really well and he will get off training soon. Our part-time police officer who is still in the Field Training Program is also doing well. He should be completing that soon and then I am hoping to offer him a full time position with the approval of the Board. Once he moves over to the full time status, we will start our selection process again with the Deputy Mayor to find someone who is qualified to fill those part time vacancies.

Fire Department: No Report.



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Public Works Department: He stated he would like to clarify the clothing allowance. He shared he has one guy leaving; each employee is entitled to \$500 per year per contract. Being he is leaving, he has not spent anything yet; but if he does, it will be pro-rated by half a year to it. He continued he is not going to encourage him to spend it. If he does, he has been here a half year and is entitled to it; just like when they use vacation time.

Parks and Recreation Department: She thanked everyone for their help with the parade last Sunday and festivities. She commented how well it went and that attendance was over 500 people which was record breaking in the ten years she has been involved. She felt everyone had a good time and appreciated the help in running that successfully. The first week in January, there is a new Zumba and Yoga session starting. If anyone is interested, they need to call the Parks Office to register.

Codes Department: No Report.

Clerk-Treasurer: She stated the Deputy she has, Diane, is working out well and she is a joy to have. Things are coming along as she has had some hurdles to overcome with the holidays, and the Thanksgiving holiday, but she has the W-2's coming. She stated she foresees that she is great to work with and she feels positive with the whole transition. She also referenced Bob Liberatore who had spoken of the HGAC purchasing program and stated she had done everything that she needed to do. She is just waiting for a password and a pin to log on. It will take a month to get the signed contract back that she has submitted, so that has been processed and in the works. She spoke of the Mayor instructing her that he wanted someone to be the liaison for this Legislative Committee and the other Mayors, so she is the person they will go for that. She mentioned the Board would be receiving emails back and forth from her.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee Gustafson: She expressed kudos to the Park Director and DPW Superintendent for a well-run and beautiful parade.

Trustee Browning: No Report.

Trustee Henry: No Report.

Deputy Mayor Ferguson: He stated everyone has a copy of the minutes from the Public Safety Meeting. He pointed out that Fire Chief Ellis made a suggestion that we should schedule a "Table Top Drill" to test our Emergency Operation Plan. He suggested that either Police Chief Crowell or Fire Chief Ellis come up with a scenario and having it on March 6th, 2017 an hour early. If they can get the right people there, he would like to do a really big one. That next Public Safety Meeting is also March



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6th, 2017. We also discussed a possible crosswalk problem at Rt. 11 and Bear Road by the mall that is there. The lanes decrease from four lanes to two lanes rather quickly. The kids are walking across there and the cars are not slowing down headed south; but we can't do anything because it is a state road. He suggested down the road talking to the state to move that to the south or getting rid of it. The Mayor shared next construction season they are supposed to be putting a sidewalk north on Rt. 11, but he is not sure which side; but maybe they can do something with the crosswalks at that time. They are getting rid of the gravel path the people have been using.

MAYOR'S REPORT:

The Mayor stated there is a poll being taken by our Police Department. Police Chief Crowell explained this was an idea that came from the Presidents on Century Policing. One of the suggestions to local Police agencies was in order to stay transparent and get local feel from the communities. They encourage them to get questions like that out into the community and find out what their comfort level is of their local law enforcement. He stated he asked the Mayor before he put it up; and if it turns out that we need to do more work, then we need to do more work. He feels it will turn out that the community is supportive of their local Police Department; but either way, it will be a good thing. There is not an opportunity to voice their problems or concerns. There is not any place to address specifically what they are happy or unhappy with. We could look at that down the road either with a question or a questionnaire door-to-door. He stated the numbers are good right now just as he expected. The Mayor continued that on the website there is a reminder that when the snow comes again, any of those who have hydrants in their area are asked to shovel and make them visible. He also reminded that they need to move over for emergency vehicles on the side of the road. The Village Christmas Party will be held on Tuesday, January 24th, 2017 beginning at 4:30 p.m. at Twin Trees. This is just a gathering for all employees of the Village and their families to get together to relax and visit.

Mayor Butterfield asked for a motion to adjourn. Trustee Gustafson made a motion to adjourn at 6:53 p.m. The motion was seconded by Trustee Browning. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk Treasurer

