



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, January 10th, 2019 @ 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 the Mayor Gary Butterfield asking everyone to join him in the Pledge of Allegiance.

Roll Call: Mayor Gary Butterfield, Trustee Pat Gustafson, Trustee LouAnn St. Germain, and Trustee Art Steere.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, CEO Brian Johnstone, DPW Superintendent Ed Ware, Fire Chief Robert Liberatore, Parks Director Teresa Roth, Police Chief Steve Rotunno, Village Attorney Scott Chatfield and Village Engineer Amy Franco.

Personnel Absent: Deputy Mayor Browning.

RESOLUTION # 001-19

APPROVAL OF BOARD MEETING MINUTES

Trustee Gustafson made a motion to approve the minutes from the December 27th, 2018 Board Meeting. The motion was seconded by Trustee Steere. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

RESOLUTION # 002-19

GENERAL FUND ABSTRACT APPROVAL

Trustee Steere made a motion to approve the General Fund Abstract #16 in the amount of \$98,406.24 covering Voucher #797 to Voucher #846. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

RESOLUTION # 003-19

SEWER FUND ABSTRACT APPROVAL

Trustee St. Germain made a motion to approve the Sewer Fund Abstract #16 in the amount of \$118.87 covering Voucher #14 thru #16. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

RESOLUTION # 004-19

BUDGET TRANSFER(S)

The Mayor stated the transfer of monies is from County Chiefs of Police to Police Dept. Overtime-Part



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of an investigation. Trustee Steere made a motion to approve the budget transfers from A2770 Other Revenue to increase A3120.14 Police Dept. Overtime in the amount of \$1,227.52. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

RESOLUTION # 005-19

BUDGET TRANSFER(S)

The Mayor stated the transfer of monies is from Parks-Cameras Account not utilizing to DPW Municipal Lot and Highway Bldg. Trustee St. Germain made a motion to approve the budget transfers from A7110.29 Parks-Equipment Cameras to increase A5110.27 DPW Cameras Security Mun. Lot in the amount of \$2,412.50. The motion was seconded by Trustee Steere. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

OLD BUSINESS:

SALES TAX GRANT SUBMITTAL: PROOF OF EXPENDITURES FOR 2018

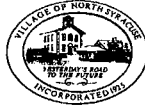
The Mayor stated this is proof of expenditures from 2018 in order to receive money from the County we have to file an annual document to satisfy the Sales Tax Grant to show proof that we did indeed spend more than \$612,000 on infrastructure costs. He continued we need to show the fuel costs, manpower, trash/hauling and snow removal, etc.

SALES TAX GRANT SUBMITTAL: PROJECTIONS FOR 2019

The Mayor stated this is an annual document that is required to be filed to show what we anticipate to spend on infrastructure costs for FY 2019. He continued we need to support projections that will at least meet \$612,000; our Village Clerk-Treasurer anticipates \$802,000.

FINAL AUDIT: BONADIO AND COMPANY

The Mayor stated this is the final audit for FY 5/31/2018 from Bonadio and Company; the Board received a copy as well. He continued this was a good year for the Village. Village Clerk-Treasurer Kufel stated it is a good year for the Village. She continued she has reported about the fund balance is approx. \$780,000, although separate is the other reserve accounts for Police and Fire; we have had a slight burden to the budget this past year with the retirees that we had and the accruals that were on the books for them. She went on to say another additional liability right now that we still have is we have five retirees on the Health Insurance and we also have three new employees replacing the five. She stated those will continue until those people drop off and go on Medicare.



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NEW BUSINESS:

**REVIEW/AUTHORIZE MAYOR TO SIGN TOWN
OF CICERO FIRE PROTECTION AGREEMENT**

The Mayor stated we are talking about Town of Cicero, but he will mention Town of Clay as well. He continued our Fire Protection Agreement between the Fire Association, Fire Dept. and the Towns to go through the Village; we determined it was best to have the Towns pay the Fire Association the portion relating to GML 209-D directly to the Association. He went on to say there was some wording in the agreement, and we had a meeting several months ago and thought we had it resolved, but it turns out the right language did not get put in and two attempts to get it right. Finally, because the Towns are on calendar year, so the Fire Association and the Town are trying to resolve this. Trustee Gustafson stated she would rather wait until they have a corrected agreement to look. The Mayor tabled this.

RESOLUTION 006-19

**REVIEW/DISCUSS AMENDED SEXUAL HARASSMENT
POLICY REQUIRED FOR ADOPTION BY 1/01/2019**

The Mayor stated we have prepared a policy that shadows the recommendations of the NYS Dept. of Labor; we critiqued it and put in the Village of No. Syracuse and the Mayor as it applies, the Board has received copies. He explained this is a mandate that came down that we have to adopt it. He stated the Village had a Sexual Harassment Policy, but it has been tailored more closely to a model that the Dept. of Labor has stated we should have; there are more requirements. He continued once this policy is adopted and upon its approval, it will be disseminated and an acknowledgement from all employees showing they indeed received the policy. Trustee Gustafson made a motion to adopt and approve the Sexual Harassment Policy. The motion was seconded by Trustee St. Germain. Trustee Steere asked if there was a significant amount of language increased or decreased in the wording. Village Clerk-Treasurer Kufel stated there were a lot more detail compared to what we had in the Personnel Policy; it even covers the FEDEX employees delivering packages. She continued we all need to have updated training by October 1st. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

RESOLUTION 007-19

**DISCUSS SMTC GRANT OPPORTUNITY DUE BY 2/04/2019-
TIP (TRANSPORTATION IMP. PROGRAM)**

The Mayor stated they received from SMTC, Syracuse Metropolitan Transportation Council, an opportunity for a couple of grants with deadlines being one in late January and the other is early February. He continued it relates to highway, bridge, bicycle/pedestrian, and sidewalks; so we asked for clarification for one of the major projects only, beyond large properties, we would qualify for that.



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He went on to say we also became aware of one that is for smaller projects and we are trying to hitch hike; we know there is going to be some sidewalk work on Rt. 11 in the next couple of years. He stated the amount of money that is going to be invested is not enough to cover all the sidewalks on Rt. 11, so we are trying to apply for a grant to partner with the anticipated grants; we are working on that. He continued they had put a call in to DOT, but the person they need to speak with was not available right now. Mrs. Franco spoke with the other person today, but they had to find out as well what dept. the projects fall in. The Mayor stated the deadline is the 4th of February, if we want to apply for a grant and if we can we will. Mrs. Franco suggested he asked to set a public hearing for the next meeting based on the limited timeframe. He stated that there are two projects that we should be aware of: PSAP Project (Pedestrian Safety) for \$1.2 million and a Rt. 11 Sidewalk Pedestrian Safety for \$900,000; so these are both in the pipe line. He continued if we have to do all the sidewalks except for Village Center, it is still going to cost quite an amount of money; we may not have coverage for this. He stated last summer they were here taking some measurements and assessing our sidewalks; this is all because of new National Standards for Sidewalk ADA Compliance and some of our sidewalks do not comply, so that is the reason why. Trustee Gustafson made a motion to set a public hearing to discuss the Transportation Imp. Program to be held Thursday, January 24th at 4:29 PM. The motion was seconded by Trustee Steere. Trustee Steere asked what the Village's portion was for the grant. Mrs. Franco stated it is generally about 20% in the information that we have received so far. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

RESOLUTION 008-19

ESTABLISH BY RESOLUTION POLLING LOCATION AND TIME FOR JUNE 18TH, 2019 VILLAGE ELECTIONS

Trustee St. Germain made a motion to establish the North Syracuse Community Center as the Polling Location with polls opening at noon and closing at 9 PM on June 18th, 2019. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

DISCUSS SMTG GRANT OPPORTUNITY DUE BY 3/04/2019 - INFRA (INFRASTRUCTURE FOR REBUILDING AMERICA)

The Mayor stated this relates to the Fed. Fin. Assistance for highway and freight projects of national or regional significance. He continued there are 4 Key Objectives and asked Mrs. Franco to explain them. Mrs. Franco stated there is a \$5 million minimum, so we will pass on that one.

RESOLUTION 009-19

REVIEW/DISCUSS SALES TAX PROPOSAL 2020-2030: GRADUAL INCREASES



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The Mayor stated the Sales Tax Proposal listed below has passed at the Cty. Level with the change in the Cty. Executive and some lobbying. He stated a majority of the Villages were in favor of this and it has passed the Onon. Cty. Legislature, so now we need a local resolution. He explained the details are a gradual increase and currently we are getting \$612,000, so it will be a \$70,000 or \$80,000 increase for the first three years.

Details:	01/01/2020-12/31/2022	\$707,200
	01/01/2023-12/31/2025	\$748,000
	01/01/2026-12/31/2028	\$782,000
	01/01/2029-12/31/2030	\$816,000

Trustee Gustafson made a motion to accept the Sales Tax Proposal 2020-2030 as listed. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

**DISCUSS ONON. COUNTY TAKING OVER ALL SEWERS:
NEW COUNTY EXEC. INFRASTRUCTURE PLAN**

The Mayor spoke of the Villages/Towns being asked to perhaps turn their sewer systems over to the County to have the County maintain them; this is a "focus" item of the New County Exec. He continued our Sewers are in fairly good shape and we currently tax the people \$38 per year to maintain them. He went on to say the County Exec. is in the process of preparing contractual agreements with the local communities; there will be more to follow on this and he opened this up for discussion. Much discussion took place back and forth regarding the Cty. being fined, wanting control of the sewers so they can track the I & I to find out where it is coming from, and the services the DPW would still perform. Trustees questioned the pros and cons to the Village and costs associated with giving the County control as well as the Sewer Fund Reserve Account Balance and options to keep those monies and transfer them to another reserve.

RESOLUTION 010-19

**APPOINT OFFICER CASEY PLACITO AS THE 10TH FULL
TIME POLICE OFFICER EFFECTIVE 01/12/2019**

Trustee Gustafson made a motion to appoint Casey Placito as the Full Time Police Officer effective Saturday, January 12th, 2019 at \$43,704 per year with the benefit package outlined in the collective bargaining unit. The motion was seconded by Trustee Steere. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting favor of the same.



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**DISCUSS NEW PROPOSED APPLICATION FOR COMMUNITY
DEVELOPMENT 2019 FOR 2020**

The Mayor stated there is a new application for Community Development Funding. He continued this used to be \$50,000 award with 25% in-kind. He stated the new Cty. Chair is talking about two layers of funding (1) for \$50,000 and another for \$150,000 with 25% in-kind. He opened this up for discussion and went on to say as many of you know, \$50,000 doesn't go very far especially considering trying to do sidewalk that gets you only so many feet; it is competitive, so we would have to come up with a good plan. He continued we are looking for feedback as we are thinking of doing three at \$150,000 and six at \$50,000. He stated they are looking for feedback from the Mayors and Trustees, so he will just let them think about this, as it is an idea they are thinking about. He continued if we want a project of any scope then we need to go for the \$150,000, but we have to show need and apply.

CITIZENS' VOICE: The Mayor invited anyone that wished to share concerns or thoughts to address the Board. The Mayor asked again if anyone wished to speak and closed Citizen's Voice.

ATTORNEY REPORT: No Report.

ENGINEER REPORT: No Report.

DEPARTMENT HEAD REPORTS:

Police Department: He stated the following:

- Working on Annual Report and end of year numbers
- So far in December: 854 total calls for service, 460 property checks, 21 Domestic, 31 Motor Vehicle Accidents, 125 Traffic Stops, 136 Traffic tickets, 16 arrests

Fire Department: Fire Chief Liberatore stated the following:

- Fire Dept. End of the year 892 calls; up 85 runs
- In the Village out of 892 calls, 367 were in the Village, so the majority of runs were in the Village
- Total for entire year that Volunteers did 4,442 man hours on calls
- This year, 10 days into it and we are already double digits as far as numbers; close to 40
- Ads on 104.7 and I Heart Radio for recruitment; had two inquiries, not sure if in fire protection district; the committee has been reviewing those

Public Works Department: He stated the following:

- They are doing Christmas tree pickup and plowing.



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- Things are going well.

Parks and Recreation Department: She stated the following:

- Driver's Safety Class scheduled for February with spaces available to help on insurance
- Next Monday, 1st Festival Committee Meeting for planning of the 2019 Family Festival
- SAM Grant over at Heritage; final stages of review by DASNY, spoke with woman and forwarded last piece of information wanted, so she said grant should be moving forward
- She hopes funds will be released so to move forward with Dog Run and Parking Lot at Heritage

Codes Department: He stated the following:

- Codes Clerk Fuller, Village Clerk-Treasurer Kufel and myself sat through Wireless Regulations 5G Webinar; it gave up permitting fees and time frames
- \$5,000 NYSERDA Grant for Clean Energy Community; paperwork submitted
- \$8,000 Rebate to NYSERDA for Charging Station; paperwork submitted
- DPW Sup't Ware. and myself going to the Hazard Mitigation Workshop Downtown on 1/14/19

Clerk-Treasurer: No Report.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: No Report.

Trustee Gustafson: No Report.

Trustee Steere: He stated the next meeting he will not be here; he and his wife will be on vacation for their anniversary.

Deputy Mayor Browning: No Report.

MAYOR'S REPORT:

The stated our Holiday Party was Tuesday; he thought it went well. He thanked the sponsors again. He stated it was enjoyable, lots of food and lots of conversation. He continued we are still looking into the Trash; trying to work out some things, so hopefully we will get that resolved. He thanked the DPW for the leaves. He continued a thank you was delivered to the Village Hall from a very appreciative resident for sticking with it. He stated they had a meeting for the Shared Parking Lot over on east side of Rt. 11 by the apartments, Grotto and the Law Office; they ran into a sticking point, but we will keep




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working on it. He continued it may not happen, but if it does that will be nice in conjunction with opening up Church St.

Trustee Gustafson made a motion to adjourn at 7:13 PM. The motion was seconded by Trustee Steere. The motion was approved with Trustee Gustafson, Trustee St. Germain, and Trustee Steere, all voting in favor of the same.

Respectfully submitted,


Dianne M. Kufel
Village Clerk

