The Village of North Syracuse Regular Board Meeting began at 6:30 P.M. with Dep. Mayor Gustafson asking everyone to join her in the Pledge of Allegiance.

**Roll Call:** Dep. Mayor Gustafson, Trustee LouAnn St. Germain, Trustee Chris Strong, and Trustee Fred Wilmer.

**Personnel Present:** Village Clerk/Treasurer Dianne Kufel, CEO Brian Johnstone, DPW Superintendent Ed Ware, Dep. Chief John Linnertz, Parks Director Tony Burkinshaw, Police Chief William Becker, and Village Engineer Amy Franco.

**Personnel Absent:** Mayor Gary Butterfield (Excused Medical), and Village Attorney Robert Germain (Excused Medical).

**RESOLUTION # 197-21  APPROVAL OF BOARD MEETING MINUTES-OCTOBER 28TH, 2021**

Trustee Wilmer made a motion to approve the minutes (Facebook Livestreamed) from the October 28th, 2021, Board Meeting. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer and Gustafson, all voting in favor of the same.

**RESOLUTION # 198-21  GENERAL FUND ABSTRACT APPROVAL**

Trustee Wilmer made a motion to approve Abstract #12 in the amount of $84,686.92 covering voucher #807 thru #866. The motion was seconded Trustee St. Germain. Trustee Strong stated he would like a modification/addendum to the abstract, the Chiefs’ Cars are both down as Car-2, and 1 should be Car-1 under Wizard Equipment. The motion was approved: St. Germain, Strong, Wilmer and Gustafson, all voting in favor of the same.

**RESOLUTION # 199-21  SEWER FUND ABSTRACT APPROVAL**

Trustee Strong made a motion to approve Sewer Fund Abstract #12 in the amount of $31.25 covering voucher #6. The motion was seconded Trustee St. Germain. The motion was approved: St. Germain, Strong, Wilmer and Gustafson, all voting in favor of the same.

**OLD BUSINESS:**

**UPDATE: 118 GROVE ST.**
Dep. Mayor Gustafson stated next is the update of 118 Grove Street: As you recall at our last meeting we granted Mr. Ellithorpe 15 days to move forward with his “plan” as he just recently obtained the deed to this property. She continued as of this date he has not yet pulled a permit or provided any documentation to the Village showing his intent; she asked CEO Johnstone to update the Board. CEO Johnstone updated that you are correct; he has not heard from Mr. Ellithorpe, he has until Friday.

**UPDATE: DPW RENOVATIONS**

DPW Sup’t Ware updated the Board: we have finished roughing in the plumbing, have got the drywall hung on everything except for the shower, our 1st coat of mud on; hopefully we will be painting sometime next week if everything goes well.

**RESOLUTION # 200-21**

**PREMIUM PAY FOR ESSENTIAL WORKERS**

Dep. Mayor Gustafson stated next is Premium Pay for Essential Workers: The Board discussed this before at a meeting over the summer, we all seemed in favor of rewarding those “essential” workers a stipend, the thought is out there; any discussion. Trustee Wilmer made a motion to discuss this in Executive Session tonight. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer and Gustafson, all voting in favor of the same. Dep. Mayor Gustafson added we will talk about a Personnel issue.

**RESOLUTION # 201-21**

**NEW SERVER: UPDATE FOR POLICE-CURRENTLY WINDOWS 7**

Trustee St. Germain made a motion authorizing the purchase/install of a new server with a not to exceed of $12,000. The motion was seconded by Trustee Wilmer. Police Chief Becker explained they had $1,000 toward this and thought the cost for everything would be $11,200 total for everything on the server. He explained the benefits, new requirements and how it would protect Police/Village. The motion was approved: St. Germain, Strong, Wilmer and Gustafson, all voting in favor of the same.

**NEW BUSINESS:**

**RESOLUTION # 202-21**

**DISCUSS THE TEMP. NEW HIRE FOR THE SAFER GRANT: CLERK FOR RECRUITMENT RETENTION COORDINATOR**

Trustee Wilmer made a motion to hire Hunter Buysse at $25/hr. to fill the Temp. Position of Clerk for Retention/Recruitment Coordinator until Feb. 28th, 2022. The motion was seconded by Trustee St. Germain. Discussion took place that this was for the Safer Grant Extension due to COVID, it being 100% reimbursable to help with the retention and recruitment. The motion was approved: St.
Germain, Strong, Wilmer and Gustafson, all voting in favor of the same.

**INITIAL DISCUSSION FOR REPETITIVE NUISANCE FIRE ALARM CALLS**

Dep. Mayor Gustafson stated next is an Initial Discussion for Repetitive Nuisance Fire Alarm Calls: We bring this up for discussion, as we all understand this; it is strictly for repeat of fire alarm calls that are unnecessary. She asked someone from the Fire Dept. if they would better explain what is triggering these calls that are not actual alarms but some flaw or the homeowner not repairing or moving the alarm itself. She continued and turned over to Dep. Chief Linnertz or Trustee Strong or Trustee Wilmer, the thought is to modify our “Code” and start charging for these unnecessary alarm calls. Trustee Strong explained alarm calls are categorized with a number system for both Police and Fire Alarms, and there are a number of issues that come up, and 1 can be installed incorrectly.

**RESOLUTION # 203-21**

**REVIEW/APPROVE: 2022 BOARD MEETING SCHEDULE**

Trustee Strong made a motion to Approve 2022 Board Meeting Schedule. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, Wilmer and Gustafson, all voting in favor of the same.

**CITIZENS’ VOICE:** The Dep. Mayor invited anyone that would like to share concerns or thoughts via Facebook to address the Board.

**David Robinson** of 163 Slindes Woods Cir. stated every time anyone turns their head and speaks into mic, it cuts out. Trustee Strong stated we still have an opportunity for Wayne Rochette, a Village resident who is an expert to look at this. The Dep. Mayor asked if anyone else would like to speak and closed Citizen’s Voice.

**ATTORNEY REPORT:** No Report.

**ENGINEER REPORT:** (Amy Franco): No Report.

**DEPARTMENT HEAD REPORTS:**

**Police Department:** (Police Chief: William Becker): He stated the following:

- Halloween went well, with add’l resources out, kids got around Village neighborhood and main streets without any incidents. Handled out entire case of gummy bears to trick or treaters and the gathering “trunk or treat” was a huge gathering; big success had few
officers down there mixing it up with parents and the kids

- We are all set for the Holiday Parade, special work already executed and all officers attending for support, have been identified and are aware of it, as long as things do not change Parks Dir. Burkinshaw can come to them with any updates if necessary
- Month of October Totals: 1052 Total Calls for service, 537 Property Checks, 15 Domestic, 20 Motor Vehicle Accidents, 118 Traffic Stops, 77 Traffic tickets, 27 Criminal Arrests
- So far for November: 306 Total Calls for service, 160 Property Checks, 5 Domestic, 11 Motor Vehicle Accidents, 18 Traffic Stops, 38 Traffic tickets, 5 Criminal Arrests

**Fire Department: (Dep Chief: John Linnertz)** He stated the following:

- Thanked Ed Ware who assisted with moving/prepping of vehicles in order that the Fire Dept. could safely perform their training on: Auto Extrication, prepping/moving/crushing vehicles

**Public Works Department: (DPW Sup’t.: Ed Ware)** He stated the following:

- We are not picking up leaves, leaf machine is down, ordered parts, waiting for seal, working with manufacturer to find out what problem was
- Continuing to work on renovation
- Working with Pks., Fire Dept., and other Depts. preparing for winter season; plow blades are on and ready to go, will be out soon marking road edges with stakes
- Getting ready for Christmas decorations

**Parks and Recreation Department: (Parks Director: Anthony Burkinshaw)** He stated the following:

- Thanked DPW for helping to winterize the pks., all pks. closed and winterized for season
- Dec. 5th, 21, Holiday Parade and Tree Lighting, up to 12 groups/organizations to participate; CNS High School Marching Band and then Pipe Band will play for pay
- Kennedy Pk.: Looking to replace water heater, and into contractors/plumbers to help with project

**Codes Department: (CEO: Brian Johnstone)** He stated the following:

- Before we pass any Nuisance Fire Alarm, if you are looking to fine Homeowner/Business, if based on what Dewitt fine is, just take into account how much we pay our Atty. Prosecutor to go to court; it would be a wash, the Village is not going to profit at the rate that Dewitt code is written, so we have to look at that.

**Clerk-Treasurer: (Village Clerk-Treasurer Kufel)** She stated the following:

Sent Bulk Trash Mailing Flyer to Trustees, we have added a lot of information like Comm. Ctr. /Pk. rental information and it is modified yearly. Details and time in preparing the mailing to be performed in house or sending/farming out, getting quotes to evaluate the savings, adding contact emails
for Trustees. Board gave approval to go with “Plank Rd. Printing” to have them perform this task.

- Closed books FY 5/31/21 - the intent when doing the Budget was to take $132,000 from Fund Balance (to balance it, DPW Renovations and Streamline Retirement), ended up not having to move any money from Fund Balance, but actually add $45,000 to the fund balance. Good news! Again, full audit req’d. as we rec’d over $750,000 grant money. She had projected Fund Balance to be $939,000, adding $45,000 to it; good yr., that does not include reserve money in Police (DWI) and Fire Dept. (Reserves)

- Chestnut/Church St. Project: had projected would need to take out $122,000, setting aside $25,000 yrly. over 3 or 4 yrs. and contractor coming in under, so that assisted us with that too

- Codes Complaint Form is working now – it had not been working for a few years and we were not aware of it.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: She stated the following:

- Thanked DPW, leaves are gone, roads are good; you are ready for winter, KUDOS to you/guys

Trustee Strong: He stated the following:

- Reminded everyone to recognize our Veterans

- Regarding CEO Johnstone’s comment, sewer jet (money in, money out), he wanted to promote Village Svcs., and utilizing those svcs; such as heavy trash, and still getting bang for the buck. He added we want something there in the event of a major event, but we really should not do the fines and pointed out a warning in past for too healthy Fund Balance.

- Taking another step and putting some investment in the DPW building/workers before the Budget cycle, leafer on last leg and troy built needs to be replaced. Both need to be ordered now with the supply chain situation, so they are in sooner to utilize. Parks rely on Troy Built for parks and events; suggested Fund Balance or Relief Fund

Trustee Wilmer: He stated the following:

- He concurs with Trustee Strong about the equipment and problem with Highway Garage

Dep. Mayor Gustafson: She stated the following:

- Once again, the Mayor is getting better, stronger every day, we send our best out to his family

- On Friday, Oct. 29th, the Mayor had “photo op” for the award of the $500,000 Main Street Grant with County Exec. Ryan McMahon and several other dignitaries; this involves the Just 1 Bite building and the Shiek’s Cigar Shop.

- D & L Manufacturing located on Gateway Pk. Dr. (for those not familiar that is our Business
District located over off of Taft. Rd., heading east) is planning a large expansion that will allow for more warehouse space to expand the dock door business, a very successful business. She added the Mayor did a “photo op” today as their kick off to get this project started.

- Village Hall will be closed on Thursday, honoring Veterans Day, she thanked all the Veterans who have served

**MAYOR’S REPORT:** Excused.

The Dep. Mayor stated she would like to entertain a motion to go into executive session to discuss a personnel issue. She continued we will adjourn and not voting on anything after executive session.

Trustee Strong made a motion to enter into Executive Session at 7:05 P.M. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

Trustee Wilmer made a motion to return to Regular Session at 7:39 P.M. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

Dep. Mayor Gustafson made a motion to adjourn at 7:40 PM. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer and Gustafson, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk-Treasurer