

A Regular and Annual Organizational Meeting was held on April 10, 2024 at 6:00 p.m. in the Village Hall, 8892 South Street.

Present were: Mayor Platten

Trustees: Clark, Sims, Gross (enter 6:11)

Also present: David James, Fire Chief; (Exit 6:27) Jeannine Powers, Treasurer; Sheena Ward, Village Clerk; Greg Gilfus, Officer in Charge; Heather VanLuven Skiff (enter 6:09), Jeff Goodell, DPW Superintendent; Mike Quill, Village Attorney; Chere Perkins, Tom Dahl (Exit 6:27), Tom Wallace (Exit 6:27) Tim O'Connell and Dan O'Connell from Colonial Laundry Mat(Exit 7:40)

Absent: Harold Gilfus, Code Enforcement officer

Mayor Platten opened the meeting with the Pledge to the Flag at 6 P.M.

ANNUAL APPOINTMENTS

Trustee Sims made the motion, seconded by Trustee Clark, all ayes to accept the following annual appointments, Policies and Procedures, Procurement/Code of Ethics, Workplace Violence/Discrimination and Harassment, and Notice of regular meetings.

Reso#25-24

Acting Justice	Andrew Maltese
Historian	Thomas Atkins
ZBA	Michael Sheehan '25, Norm C.'28, , Chris C.'26, David Fulkerson'26
Alternate ZBA	Mark Pedersen '26
Rep. to County Planning	Eric Elliott
Joint Planning Alternates (2)	Frank Gross Eric Elliott
Code Enforcement	Harold Gilfus
Public Access/Records Mgmt/ Police Clerk	Sheena Ward
Village Treasurer/Budget Officer	Jeannine Powers
Village Clerk	Sheena Ward

BOARD COMMITTEES

Auditing	Gross
Police	Platten
Fire	Clark
Insurance	Board
DPW	Sims
Discrimination/Harassment	Greg Gilfus
Workplace Violence	Greg Gilfus/Frank Gross
Board of Ethics (4 yrs)	Norm Chirco / Dale Sweet / Greg Gilfus '24
Deputy Mayor	Steve Sims (Mayor Appointment)

POLICIES & PROCEDURES

1. Regular meetings will be held the second Wednesday of each month at 6:00 p.m. Workshop meetings as needed will be held on the fourth Thursday of the month at 6:30 p.m. except for November there will be no meeting due to Thanksgiving holiday.
2. Savannah Bank is designated as our official bank for checking, savings, CD's and borrowings.
3. Authorized personnel to use the Villages Savannah Bank Credit Card are the Mayor, Treasurer and Superintendent of public works.
4. The Mayor, as authorized by Section 4-400, 1K of the Village Law, may sign checks in the absence or inability of the Treasurer.
5. The Treasurer is authorized to pay in advance of audit claims for public utilities, postage, freight, express charges and to avoid late charges on a bill.
6. All elected and appointed officials are authorized and encouraged to attend meetings of the Cayuga County Association of Villages and meal expenses shall be paid by the Village.
7. The Citizen is hereby designated as the official newspaper for legal notices
8. Mileage reimbursement for private vehicle use for official duties shall be at the IRS Federal rate established each year (currently .67 per mile)
9. The procurement policy of the Village of Weedsport has been reviewed by the Board and is hereby reaffirmed with no amendments.
10. The Mayor is authorized to approve requests for schools, workshops and seminars of one-day duration for employees and officers of the Village. Schools, workshops and seminars lasting more than one day shall be screened by the Mayor and approved by the Board.
11. The Workplace Violence Policy, and Discrimination and Harassment Policy, and Code of Ethics have been reviewed by the Board and are hereby reaffirmed.

NOTICE OF REGULAR MEETINGS

Please take notice that the Village of Weedsport Board of Trustees will hold their regular 2024-2025 monthly meetings on the second Wednesday of each month at 6:00 p.m. additional and special meetings may be set as needed. Meetings will be held at the Village Hall, 8892 South St. as noted below: May 8, June 12, July 10, August 14, September 11, October 9, November 13, December 11, January 8, 2025, February 12, 2025, and March 12, 2025. The next annual meeting will be held on April 9, 2025. Workshop meetings as needed will be the fourth Thursday of each month at 6:30 p.m. April 25, May 23, June 27, July 25, August 22, September 27, October 24, November 28, no meeting December, January 23, 2025, February 27, 2025, and March 27, 2025.

VISITOR

Tim O'Connell and Dan O'Connell from Colonial Laundry Mat here to discuss ideas about what they would like to do with their property. Will be discussed more at the work shop meeting on April 22, 2024 at 6:30 pm.

MINUTES

Trustee Sims, made the motion, seconded by Trustee Clark, all ayes, to approve the Regular meeting minutes of March 13, 2023.

Reso#26-24

CORRESPONDENCE

- Town of Brutus Board Meeting Minutes (email)
- Town of Brutus Organizational Meeting Minutes (email)
- OSC Local Government and School District (email)
- NYMIR Workplace Violence Prevention (email)
- State of the City and County 2024 (email)
- Cybersecurity Grant plan (email)
- Planning Board Agenda (email)
- Annual Workplace in person training (email)
- Cayuga County March 2024 Newsletter (email)
- Comp Alliance March 2024 Safety Bulletin (email)
- NYSEG March Community Connection (email)
- County Wide Water Discussion Meeting (email)
- CCAV Moravia Dinner Invite (email)
- NYCOM State Budget Update (email)
- Certified Resolution Opposing Senate Bill (email)
- Town of Brutus Board meeting minutes (email)
- Financial report for February to be **signed** (in folder)

REPORTS:

FIRE CHIEF

Annual physicals are scheduled for May 4, 2024. Field days plans are moving along.

FIRE DEPARTMENT ELECTIONS

Trustee Gross made the motion, seconded by Trustee Sims, all ayes to accept the results from the Fire Department annual election, for April 2024 to April 2025. Trustee Clark abstained
Reso#27-24

**WEEDSPORT FIRE DEPARTMENT
APRIL 2024-2025**

Administrative Officers

President: Doug Wallace
Vice President: Dale Cotten
Recording Secretary: Tim Kaiser
Membership Secretary: Ben Somes
Fire Recorder: Tom Wallace
Treasurer: Zack Hazzard

Fire Department Line Officers

Chief Officer- David James
1st Assistant Chief: Tom Dahl
2nd Assistant Chief: Tom Wallace
Fire Captain: Tom Pisano
Fire Captain: Zack Hazzard

Trustees

5 yr. Trustee: Tom Pisano
4 yr. Trustee: Ben Meyer
3 yr. Trustee: Reese Ahearn
2 yr. Trustee: Zack Hazzard
1 yr. Trustee: David Sterling

Department Lieutenants (3)

1. Dale Cotten
2. David Sterling
3. Reese Ahearn

Fire Department Company Officers (no fire line authority)

Driver: Tim Kaiser
Driver: Ben Somes

WeedSPORT Fire Department Board of Wardens:

Warden: 1 yr term- Tom Pisano
Dale Cotten
Zack Hazzard
Reese Ahearn

Warden: 2 yr term- John Clark
Doug Wallace
Tim Kaiser
David Sterling

Chief's Appointed Positions:

EMS Captain: Tom Pisano
Safety Officer(s): John Clark
Training Officers(s): Duty of 2nd Asst. Chief & 2 Fire Captains and FF- John Clark
Department Chaplin: Doug Wallace

POLICE

No update on body camera grant.

JUDGE

The monthly Justice Report for March was submitted in the amount of \$5,158.00.

BUILDING INSPECTOR

Harold was at training. Six building permits submitted. Collected \$245.00 in fees and construction cost \$28,300.00. Conducted 5 inspections.

SUPERINTENDENT

Thirty-seven water meters were changed out. Part time employee needed for recycling center. Trustee Sims made a motion seconded by Clark, all ayes to hire Don Russell for part time position.

Reso#28-24

CLERK

Newsletters and water billing to go out May 1st. Reminder Workplace Violence training is here at the office on 5/15/2024 and 5/16/2024.

Mayor Platten made the motion, seconded by Sims to accept Sheena Ward’s letter of resignation.

Reso#29-24

Trustee Gross made the motion, seconded by Clark to accept Gary Gibson’s letter of resignation.

Reso#30-24

TREASURER

The Treasurer’s Report for February 2024 has been completed. March’s report will be available next month. The actual audit is September 30th through October 6th.

PAY BILLS

After a motion by Trustee Clark, seconded by Trustee, all ayes to approve payment of the following bills for 2024-2025 Abstract #2:

2024-2025 Abstract #2

A fund vouchers:	25-77	totaling	\$95,387.32;
F fund vouchers:	12-30	totaling	\$28,200.96;
G fund vouchers:	11-29	totaling	\$23,246.41;
TA fund vouchers:	4-7	totaling	\$349.81

Reso#31-24

GRANT/CATALYST PROGRAM

Motion by Trustee Gross, seconded by Trustee Clark, all ayes, to authorizing the mayor to serve as Authorized Representative for the Village under the (NBRC) Grant/Catalyst program.

Reso#32-24

RB CONSULTING

Motion by Trustee Gross, seconded by Trustee Sims, all ayes, approval for Mayor Platten to sign MOU to retain RB Consulting.

Reso#33-24

SIGN CONTRACTS

Motion by Trustee Gross, seconded by Trustee Clark, all ayes to approve the mayor to sign the annual contracts approved in the 2024/2025 budget.

Reso#34-24

INSECT CONTROL

Trustee Clark made the motion, seconded by Trustee Gross, all ayes to approve permission given to the mayor to sign the contract.

Reso#35-24

CALCULATION OF WORKDAYS

Trustee Sims made the motion, seconded by Trustee Clark, all others were ayes to approve Official Calculation of Days worked for the retirement system for Harold Gilfus. From calendars January-March 2024.

Reso#36-24

CALCULATION OF WORKDAYS

Trustee Platten made the motion, seconded by Trustee Sims, all others were ayes, Frank Gross abstained, to approve Official Calculation of Days worked for the retirement system for Frank Gross. From calendars January-March 2024.

Reso#37-24

CALCULATION OF WORKDAYS

Trustee Sims made the motion, seconded by Trustee Clark, all others were ayes to approve Official Calculation of Days worked for the retirement system for Judge Fritsch. From calendars January-March 2024.

Reso#38-24

ANNUAL COURT AUDIT:

Trustee Gross made the motion, seconded by Trustee Sims, all ayes to confirm review of the annual court audit.

An audit of the Weedsport Justice Court records was conducted by the Village Treasurer, for the fiscal year March 1, 2023 through February 29, 2024. Justice Andrew Maltese did not

have cases this fiscal year and thus there were no findings. The court funds were for Justice Fritsch.

Board Resolution Confirming Review of Court Audit:

I (Village Treasurer) do the monthly checkbook reconciliations for Justice Fritsch's Bail Account and the Regular Court account. The reconciliations agree with the court clerk's records. Fines and fees collected were reported to the State Comptroller's office monthly in a timely manner. Total receipts for the time period reported to the State Comptroller were \$59,452.00 (Down \$12,483.00 from last year). Of this amount, payments totaling \$25,396.50 were remitted to the State Comptroller and the remaining funds of \$34,055.50 were turned over to the Village of Weedsport as Justice Court Revenue. All deposits balanced with each monthly report. As of 2/29/2024, the bail account totaled \$2,500.00 for Justice Fritsch

Justice Maltese did not have any cases this fiscal year.

WHEREAS, the Village Treasurer conducted an audit of the Weedsport Justice Court records for the time period of the Village's fiscal year March 1, 2023 through February 29, 2024 for Justices Geoffery Fritsch and Andrew Maltese and,

WHEREAS, there were no findings for Justice Andrew Maltese he did not have cases this fiscal year;

WHEREAS, there were no findings for Justice Geoffery Fritsch;

NOW, THEREFORE BE IT RESOLVED that the Village of Weedsport Board of Trustees confirms the audit conducted by the Village Treasurer.

Reso#39-24

BEAUTIFICATION

The committee will meet April 27th at 9:00 a.m. in parking lot behind CJ's Pub for village clean up. Notification will be sent via textmygov./email.

WORKSHOP MEETING

The workshop meeting has been rescheduled to 4/22/2024 at 6:30 p.m.

WATER BILLS

Trustee Gross made a motion, seconded by Trustee Clark to credit the over charged estimated water bills and to waive under estimated water bills.

Reso#40-24

TRUSTEE

Heather VanLuven-Skiff appointed by the Mayor Platten until March 2025. At that time a special election will be held.

ADJOURNED

Trustee VanLuven-Skiff made the motion, seconded by Trustee Clark all ayes, to adjourn the meeting at 7:51 p.m.

Sheena Ward
Village Clerk

DRAFT