

Village of Evans Mills

Village Board of Trustees – Held at the Municipal Building

May 14th, 2024 – 6:00PM

Regular Meeting Minutes

Attendance

Robert Boucher – Mayor, Taylor Scheer – Clerk Treasurer, Melissa Dobbins – Deputy Clerk-Treasurer, Virginia Wendt – Trustee, Greg Smith – Trustee, Edward O'Brien – Trustee, Michael Doxtater – Code Enforcement Officer, Andrew Capone – Attorney, Sharon Hall – Resident, Samatha Fleming – Resident, Nathan Fleming – Resident, Betty Henderson – Resident, Chris Henderson – Resident, Robert Henderson – Resident, Melissa Edwards – Resident. Absent – JoAnna Malone – Trustee.

Approval of Minutes from April 9th, 2024

A motion was made by Trustee Wendt and seconded by Trustee Smith to approve the Village Board of Trustees minutes of April 14th, 2024, board meeting.

Aye: 4 Nay: 0

Motion Passed.

Report from Michael Doxtater, Code Enforcement

Mr. Doxtater reported that he is in the process of issuing a few building permits. He continues to work thoroughly to ensure the assistance to the Village residents.

Report from David Edwards, Superintendent

Mr. Edwards was absent during this meeting, but the Mayor, Robert Boucher, was able to provide The Village Board of Trustees and all attendees present, the report. The Village Department of Public Works will begin hydrant flushing on Thursday, May 16th, 2024. Mr. Edwards had inquired about getting a diver for the Sewer plant. The purpose of this is to clear any blockage to maintain the proper function of the Wastewater Treatment Facility. He received a quote from Seaway Diving & Salvage Company.

A motion was made by Trustee Wendt and seconded by Trustee Smith to approve the diver for our Wastewater Treatment Facility.

Aye: 4 Nay: 0

Motion Passed.

In addition, the superintendent also contacted NCC about valve replacements on Peck Street and the old hydrant on Pearl Street. The money will come from ARPA funds (American Rescue Plan Spending) which must be used by December 2024.

A motion was made by Trustee Smith and seconded by Trustee Wendt to approve the spending of the ARPA (American Rescue Plan Act) money.

Aye: 4 Nay: 0
Motion Passed.

Mr. Edwards has also spoke with the foreman from the company that bid on the Noble Street Bridge Project. As of right now, they plan to start work in the middle/end of June, 2024. Mr. Edwards and Trustee Greg Smith have decided to put off paving until after July 1st, due to the increase in CHIPS (Consolidated Local Street and Highway Improvement System) Funding. This will allow for the Village Department of Public Works to complete Peck Street, rather than doing half this year, and the other half of next year. The DPW has also started handing out lawn violations. In conclusion, Mr. Edwards will be out of town for training purposes with the New York Rural Water Association May 20th-May 22nd at Turning Stone.

Report from Taylor Scheer, Clerk-Treasurer

Ms. Scheer and Ms. Dobbins attended the NYSLRS (New York State and Local Retirement System) training in Lewis County. It was recommended that The Village has this paper on file for retirement, establishing standard workdays for all employees. The standard workday has already been established in the Village Handbook, but NYSLRS does not accept municipal handbooks as verification. They prefer the board to pass a resolution, please see the board resolution below.

**Board Resolution #3 of the Village of Evans Mills Board of Trustees
STANDARD WORKDAY**

Be it resolved that the Village of Evans Mills, location code 40442, hereby establishes the following as standard works days for its employees will reports days worked to the New York State and Local Employees Retirement System based on the time keeping system or the records of activities maintained and submitted by these members to the Clerk-Treasurer of thus body:

Title	Standard Workday Hrs./Day
Department of Public Works Superintendent	8
Clerk-Treasurer	8
Deputy Clerk-Treasurer	6
Code Enforcement Officer	6
Mayor	6
Trustees	6
Laborer Full Time	8
Laborer Part Time	6
MEO	8
W/WW Plant Operator	6

A motion was made by Trustee O'Brien and seconded by Trustee Wendt to pass Board Resolution #3 of the Village of Evans Mills Board of Trustees involving the standard workday.

Aye: 4 Nay: 0
Motion Passed.

Ms. Scheer reminded everyone that Water and Sewer bills, as well as the Newsletter, will be going out on May 30th and will be due July 1st. Village Property Taxes will also be due, starting June 1st through June 30th. Any payments received after the due date will reflect penalties. If you are sending either payment by mail, it must be postdated on or before the due date. Also, the end of the fiscal year is approaching, which is May 31st. The Village Office will be very busy during the month of June, helping residents as well as trying to get all our records organized for the previous fiscal year and the new fiscal year. In addition, the Water Line Inventory is due by October 2024, please help spread the word by having residents complete this survey for us. See picture below for more detailed information.

Village of Evans Mills Water Customers, We Need Your Help!

The Village of Evans Mills Water Department is conducting an inventory of lead service lines throughout the Village as a part of a New York State Department of Health Regulation. We need to have 100% of our service lines inventoried by October 2024. To assist us, you as a homeowner can use this guide to identify the type of water service line that comes into your home.

Instructions

1. Water Service lines are typically found in the basement. Look for a pipe that comes through the outside wall of your home or floor of your basement. It may have a meter or a shut off valve.
2. Carefully scratch the pipe (like you would a lottery ticket) with a key or a coin. Do not use a knife or other sharp tool.
3. Or place a magnet on the pipe.

<u>Copper Pipe</u>	<u>Galvanized Steel Pipe</u>	<u>Lead Pipe</u>
<ul style="list-style-type: none">• Magnet will not stick.• Scratched area is copper color	<ul style="list-style-type: none">• Magnet sticks to surface• Scratch test not needed	<ul style="list-style-type: none">• Magnet will not stick.• Scratched area is shiny silver.

Once you have determined what type of service line that you have, you can email the Water Department at EvansMillsLineInventory@gmail.com. Please include your property address in the subject line, in the subject line and in the Email include a photo and what type of service you have and if it's copper, lead or galvanize.

If you're not sure what kind of line you have, you can send a picture where your service line comes into your house. Also, we can come to you anytime during the hours Monday–Thursday, 7am – 2:30pm and Friday, 8am – Noon. Please call the Village Superintendent, David Edwards, at 315-783-6584 to schedule.

We appreciate your cooperation in helping this process.
If you have any questions, you can call the Village Office at 315-629-4753 X 1.

IF YOU SUBMITTED TO THE WATER LINE SURVEY ONLINE IN JUNE-SEPTEMBER 2023, PLEASE DISREGARD THIS DOCUMENT.

Audited Vouchers:

GENERAL FUND: *Abstract 12, vouchers \$9,795.18*

WATER FUND: *Abstract 12, vouchers \$1,645.17*

SEWER FUND: *Abstract 12, vouchers \$8,778.85*

LIBRARY FUND: *Abstract 12, vouchers \$3,633.55*

A motion was approved by Trustee Wendt and seconded by Trustee Smith to approve the audited vouchers for Abstract 12, the General, Water, Sewer, and Library Fund.

Interviews for Summer Recreation

A motion was made was made by Trustee O'Brien and seconded by Trustee Wendt to re-hire Summer Recreation Director, Emily Backes, for the Summer 2024 at \$20.00/hr.

Aye: 4 Nay: 0

Motion Passed.

A motion was made was made by Trustee Wendt and seconded by Trustee Smith to hire 3 Summer Recreation Assistances based on interviews and discretion of the Summer Recreation Director at \$15.50hr per hour, per person.

Aye: 4 Nay: 0

Motion Passed.

Properties for Auction

Parcels 55.71-2-42 and 55.71-1-23 are up for auction. The Village Board is going to be looking into what exactly this would entail as far as purchasing these parcels.

Consolidation of the Village Planning Board/ZBA

The Village Board of Trustees are looking to consolidate the Village Planning Board and the Zoning Board of Appeals into one board. This would make it easier to fill the positions with little to no vacancies. No decision has been made at this time, and this is still on-going.

Nate Fleming – Village resident

During maintenance for the Quonset Hut located on North Main Street, the Department of Public Works was clearing trees in efforts to create storage spaces for Village equipment. During that process, the Village cut down an unclear number of trees that were hanging onto Village property but were located on a Village residents' property. The Village Board of Trustees are working with the property owner and both legal counsels to help resolve the issue. This is still on-going and will be represented at the June 11th Village Board meeting.

Chris and Betty Henderson – Village Residents

Chris and Betty Henderson had a few concerns regarding Nueva Vida Christian Church, and the new Cannabis Micro Business that'll be located next door, which will be owned and operated by Chad Johnson. Mr. and Mrs. Henderson were inquiring about how a cannabis dispensary cannot be located within 500 feet of a school or within 200 feet of a house of Worship. The Church owners, the Village Code Enforcement Officer, Michael Doxtater, and Chad Johnson will be working together to make sure the codes and regulations are all met before anything is put into place. This is still on-going.

Executive Session

A motion was made by Trustee Smith and seconded by Trustee Wendt to open an executive session.

Aye: 4 Nay: 0

Motion Passed.

During the executive session, The Village Board of Trustees discussed the idea of having the Village Office open on Fridays for a small window of time. As of right now, the office is closed to the public on Fridays. The Village Board of Trustees presented Ms. Dobbins to work 9:00AM-1:00PM on Fridays, to be readily available to Village residents, it was agreed upon. This will go into effect starting June 14th, 2024.

A motion was made by Trustee Wendt and seconded by Trustee Smith to close the executive session.

Aye: 4 Nay: 0

Motion Passed.

Re-Open Regular Meeting

A motion was made by Trustee Wendt and seconded by Trustee Smith to re-open the regular meeting.

Aye: 4 Nay: 0

Motion Passed.

AED's

The Village Board of Trustees would also like to thank Howard O'Brien and the town of Pamela Fire Department for donating a few AED's (Automated External Defibrillator) to the Village.

Adjournment

A motion was made by Trustee Wendt and seconded by Trustee Smith to adjourn the meeting at 7:10PM.

Submitted by:

Melissa Dobbins

Deputy Clerk-Treasurer

Taylor Scheer

Clerk-Treasurer

DRAFT