

THESE MINUTES ARE NOT OFFICIAL MINUTES AND HAVE NOT BEEN APPROVED BY
THE VILLAGE OF CARTHAGE BOARD OF TRUSTEES
Regular Meeting of the Village of Carthage Board of Trustees
Held in the Board Room of the Village of Carthage Municipal Building
September 17, 2018

ATTENDANCE:

Members: President G. Wayne McIlroy; Deputy President Michael Astafan; and Trustees Rebecca Vary, Marco Franchini and Linda Smith-Spencer.

Others: Joseph Russell, Village Attorney; Reginald Huber, Police Chief; Edgar Countryman, DPW Superintendent; Elaine Avallone, Johnson Newspapers; Mickey Dietrich, Tug Hill Commissions; and Amy Bissell.

CALL TO ORDER:

President McIlroy called the meeting to order at 6:00 p.m. followed the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES:

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to approve the minutes of the August 20, 2018 regular meeting as presented. Motion carried unanimously.

PUBLIC FORUM:

Ms. Bissell stated she owns rental property at 623 Alexandria Street and was encouraged by Mr. Atkins who owns property at 509 John Street to attend the meeting. Ms. Bissell commented that the property next door at 617 Alexandria Street has a lot of junk around. President McIlroy stated the Board, CEO, and the Police Department have spent a lot of time addressing the issues there and continue to do so. Ms. Bissell thanked the Board for their efforts and left the meeting at 6:05 p.m.

Mr. Dietrich reviewed the monthly announcements for RACOG and forwarded a copy of the announcements to the Clerk/Treasurer.

CORRESPONDENCE:

Motion by Trustee Vary and seconded by Trustee Franchini to approve the request to allow Girl Scout Troop 50131 to use the Carthage Park and Recreation building to hold various scouting events and meetings on Wednesday evenings from 5:30 p.m. – 7:00 p.m. commencing on September 19, 2018 and further wave the normal rental fee providing the days do not conflict with Village events. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to approve the request of V.E.M. Food Pantry to conduct their annual Crop Walk on Sunday, October 7, 2018 commencing at 2:00 p.m. to walk from the Carthage Food Pantry on Washington Street to McDonalds on Bridge Street in West Carthage, possibly throughout the Village of Carthage and then back to the pantry. Motion carried unanimously.

Motion by Deputy President Astafan and seconded by Trustee Franchini to permit the Augustinian Academy to host their second Annual Jingle Bell Run on December 8, 2018 from 9:00 a.m. – 11:00 a.m. to commence at the Augustinian Academy, proceed down West Street to Emjay Way, to South Washington Street, ending back at the Augustinian Academy. Motion carried unanimously.

Motion by Trustee Vary and seconded by Trustee Smith-Spencer to permit the Carthage Area Chamber of Commerce to host their annual holiday parade on Friday, December 14, 2018 at 6:00 p.m. to line up

on North James Street, proceed onto State Street through to Bridge Street, turn onto South Main Street and end at River Bend Park in West Carthage to include the assistance of the DPW and Police Departments contingent upon receipt of a certificate of insurance for the event. Motion carried unanimously.

President McIlroy read the flyer from Community Bank regarding their Business After Hours event on Wednesday, September 26, 2018 from 5:00 p.m. – 7:00 p.m. and encouraged Board members to attend.

President McIlroy read the highlights of the annual report received from the Carthage YMCA.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to contribute \$3,750.00 to the Carthage YMCA to provide membership and program scholarships to the Greater Carthage Area to promote healthy lifestyles in the amount of \$3,750.00. Motion carried unanimously.

OLD BUSINESS:

At the March 19, 2018 meeting the Board requested Deputy President Astafan to appraise 302-306 North Mechanic Street at no charge to the Village.

Update 04/19/18: President McIlroy requested the Clerk/Treasurer to hold this over until the May 21, 2018 meeting.

Update 05/21/18: President McIlroy requested the Clerk/Treasurer to hold this over until the June 18, 2018 meeting.

Update 06/18/18: President McIlroy requested the Clerk/Treasurer to hold this over until the July 16, 2018 meeting.

Update 07/16/18: President McIlroy requested the Clerk/Treasurer to hold this over until the August 20, 2018 meeting.

Update 08/20/18: President McIlroy requested the Clerk/Treasurer to hold this over until the September 17, 2018 meeting.

Update 09/17/18: President McIlroy requested the Clerk/Treasurer to hold this over until the October 15, 2018 meeting.

At the July 16, 2018, the Board authorized the DPW Superintendent to advertise the sale of surplus equipment on Auctions International.

Update 09/17/18: The auction ended August 17, 2018 and bids needed to be accepted within five days of the end date.

Motion by Trustee Franchini and seconded by Trustee Vary to formally accept auction bids for surplus DPW and Police equipment, which were previously approved via email poll, in the amount of \$8,863.50 and further authorize the Clerk/Treasurer to transfer the funds to the DPW Equipment Reserve \$8,039.00 and the Police Car Reserve \$824.50. Motion carried unanimously.

At the August 20, 2018 meeting, President McIlroy stated the water shut off list as of August 1, 2018 was included for the Boards information.

Update 09/17/18: President McIlroy stated the water cut off list as of September 5, 2018 is included for the Boards information.

At the August 20, 2018 meeting, the Board requested Attorney Russell to draft a local law to address parking between the curb and sidewalk or on sidewalk.

Update 09/17/18: The Board reviewed the draft of the local law.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to set a public hearing regarding parking between the curb and sidewalk or on sidewalk on October 15, 2018 at 6:10 p.m. Motion carried unanimously.

At the August 20, 2018 meeting, President McIlroy read the correspondence from Jefferson County Fire and Emergency Management regarding a new Interoperable Public Safety Radio system for Jefferson County. Chief Huber stated the Village will receive a fifteen to twenty-five percent discount if we order prior to December 1, 2018. President McIlroy asked Chief Huber to obtain a price quote for the equipment and further requested the Clerk/Treasurer to hold this over until the September 17, 2018 meeting.

Update 09/17/18: President McIlroy stated the price quote submitted by Chief Huber includes a forty percent discount on equipment purchased prior to December 1, 2018. Attorney Russell stated that he confirmed with Jefferson County that the warranty will begin when the equipment is placed into service.

Motion by Deputy President Astafan and seconded by Trustee Vary authorizing Chief Huber to purchase three portable radios and one radio for the police station at a cost not to exceed \$9,000.00 and further authorize the Clerk/Treasurer to transfer funds from AA.1990.4000 Contingencies to AA.3120.2000 Police Equipment. Motion carried unanimously.

NEW BUSINESS:

President McIlroy stated he has had several discussions with the new owner, Scott Sauer of the property on Dock Street regarding parking for his business and asked Attorney Russell what the Village will need to permit Mr. Sauer to utilize Village parking in his business plans. Attorney Russell stated the Village will need to construct an agreement with Mr. Sauer for parking but is unsure if the Village can include the parking areas at Turning Point Park as it is designated park lands. Attorney Russell stated he will look into it and report back to the Board. President McIlroy requested the Clerk/Treasurer to hold this over until the October 15, 2018 meeting.

President McIlroy provided an overview of the quote received from Mr. Grant Contracting, Inc. to repair Monument Park Pavers and Memory Tiles in the amount of \$58,000.00. President McIlroy stated there is \$12,233.57 in a reserve account for Monument Park. President McIlroy stated he will bring the cost of the repairs up at the RACOG meeting as the Monument represents the Greater Carthage Community.

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to approve as follows:

Budget Transfers			
AA.7110.4940	Farmers Market	\$3,000.00	
AA.1990.4000	Contingencies		\$3,000.00
Budget Adjustments			
AA.7110.4932	Long Falls / Guyots Island	\$46,366.00	
AA.2706	Grants from Local Governments		\$46,366.00

Motion carried unanimously.

Motion by Trustee Franchini and seconded by Deputy President Astafan to accept the monthly Departmental Reports as presented by the DPW, Police, Treasurer, and Water. The CEO and Court reports were not submitted. Motion carried unanimously.

Deputy President Astafan and Trustee Smith-Spencer reviewed the monthly bills and bank statements including reconciliations prior to the meeting. The documents were available at the meeting.

Motion by Deputy President Astafan and seconded by Trustee Smith-Spencer to approve payment of payrolls and bills as follows: General Fund \$183,955.88; Special Grant Fund \$3,012.57; Water Fund \$20,483.53; and Sewer Fund \$11,401.81. Motion carried unanimously.

ATTORNEY RUSSELL:

Attorney Russell stated he sent out second code violation letters and drafted an easement to move a drainage pipe on North Washington Street. Attorney Russell stated he will send a letter to the realtor handling the sale on Francis Street and put him on notice that the gravel put into place by the current owner cannot be used as a driveway.

PRESIDENT McILROY UPDATE:

President McIlroy stated the roof on the pavilion at Carthage Park needs to be replaced and the DPW Superintended expressed they can do it in house. President McIlroy stated there will be a RACOG meeting on September 18, 2018 at 6:00 p.m. at the Town of Wilna Municipal Building; Joint Utility meetings on September 19, 2018 at 4:00 p.m. at the Village of West Carthage Municipal Building; and a CIDC meeting on September 26, 2018 at 4:00 p.m. at the Town of Wilna Municipal Building.

LIAISON REPORTS AND COMMENTS:

None.

MEDIA QUESTIONS:

Ms. Avallone requested clarification on items discussed throughout the meeting.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

Motion by Trustee Smith-Spencer and seconded by Trustee Vary to adjourn at 6:41 p.m. Motion carried unanimously.

Respectfully Submitted,

Kristy O'Shaughnessy
Village Clerk/Treasurer