

Minutes of the Interlaken Village Board of Trustees meeting held on Thursday February 13, 2020 at the Village Hall on Main Street, Interlaken, NY.

MEMBERS PRESENT: Mayor Rich Richardson, Trustees Chris Kempf, Joe Pepper, Kevin Barr, Tony Del Plato

MEMBERS EXCUSED:

OTHERS PRESENT: Nancy Swartwood, Clerk-Treasurer; Cindy Lysiak, Records Clerk, Jim Borden, Fire Chief; Wes Ahouse DPW Supervisor

PUBLIC PRESENT: DeAnna Hyche, Broadway Group

Mayor Rich Richardson called the meeting to order at 7:00 pm, with the Pledge of Allegiance.

APPROVAL OF MINUTES: Motion C Kempf to accept the Minutes of January 9, 2020, second R Richardson, carried

PUBLIC HEARING no public comment on changing the wording of the capital reserve funds.

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby re-established a capital reserve fund to be known as the "Capital Building Improvement Reserve Fund" prior title 'Capital Building Reserve' (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost or purchase of physical improvements and related preliminary studies and surveys, land or rights in land, any furnishing, equipment, machinery, or apparatus for any physical improvement acquired at the time when such improvement is constructed, reconstructed, or acquired.

BE IT FURTHER RESEOVED, the chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village of Interlaken. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law and any other law.

NOW WHEREAS, this resolution is subject to permissive referendum pursuant to subdivision 4 of Section 6-c of the General Municipal Law, and will be effective following a Public Hearing.

Public Hearing February 13, 2020 Motion by K Barr, second by T Del Plato to accept resolution, all approved, carried.

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby re-established a capital reserve fund to be known as the “Capital Highway Equipment Reserve Fund” prior title ‘Capital Equipment Reserve’ (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to finance the cost or purchase of highway equipment.

BE IT FURTHER RESEVED, the chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village of Interlaken. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law and any other law.

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Public Hearing February 13, 2020 Motion by K Barr, second by T Del Plato to accept resolution, all approved, carried.

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby re-established a capital reserve fund to be known as the “Capital Sewer Plant and Systems Reserve Fund” prior title ‘Capital Sewer Reserve’ (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to purchase or repair sewage treatment plant, systems and operational equipment.

BE IT FURTHER RESEVED, the chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village of Interlaken. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law and any other law.

NOW WHEREAS, this resolution is subject to permissive referendum pursuant to subdivision 4 of Section 6-c of the General Municipal Law, and will be effective following a Public Hearing.

Public Hearing February 13, 2020 Motion by K Barr, second by T Del Plato to accept resolution, all approved, carried.

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby re-established a capital reserve fund to be known as the “Capital Water Plant and Systems Reserve Fund” prior title ‘Capital Water Reserve’ (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to purchase or repair water plant, systems and operational equipment.

BE IT FURTHER RESEOVED, the chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village of Interlaken. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law and any other law.

NOW WHEREAS, this resolution is subject to permissive referendum pursuant to subdivision 4 of Section 6-c of the General Municipal Law, and will be effective following a Public Hearing.

Public Hearing February 13, 2020 Motion by K Barr, second T Del Plato to accept resolution, all approved, carried

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby re-established a capital reserve fund to be known as the “Fire Equipment Reserve Fund” prior title ‘Capital Fire Equipment’ (hereinafter “Reserve Fund”). The purpose of this Reserve Fund is to accumulate moneys to finance the cost or purchase of Fire Apparatus/Equipment.

BE IT FURTHER RESEOVED, the chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The chief fiscal officer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village of Interlaken. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The chief fiscal officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

BE IT FURTHER RESOLVED, except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law and any other law.

NOW WHEREAS, this resolution is subject to permissive referendum pursuant to subdivision 4 of Section 6-c of the General Municipal Law, and will be effective following a Public Hearing.

Public Hearing February 13, 2020 Motion by K Barr, second T Del Plato to accept resolution, all approved, carried.

PUBLIC TO BE HEARD:

DeAnna Hyche of the Broadway Group spoke on the property her group building a 9100 SF retail space at 8453 Main St. Construction duration 90 – 120 days to complete and would like to start in April 2020. The sewer line will need to go behind T. O’Pray property to the Town of Covert Municipal Building to hook into the sewer system. Sewage from the building will go into a holding tank then to manhole. The village does not own pressurized lines. Broadway Group/Retail owner will be responsible for the pressurized line. (Wes to talk to Mary Brewer about cleaning the lines if that becomes an issue). Broadway Group to install a privacy fence along the O’Pray property. Parking will face the building; lighting will automatically shut off one hour after the employees leave. NYS DOT and Army Corps. of Engineers approved a 43” culvert into the ditch. Broadway Group will install a detention pond on the north side so there would be no runoff.

Motion by K Barr to approve Sewer Permit, second by J Pepper, carried. Motion by C Kempf to approve the Water Permit, second, carried.

COMMITTEE REPORTS:

Library

Facebook & Instagram for small business programs kicked off this month with our IT expert, Luke. We have programming planned for the winter break in late February. We’re showing several movies during the week. We’ll be providing popcorn and hope to get some kids in while school is out. Our winter reading program is going well and we are looking forward to our Luau at the Library March 21st. We have the support of several local businesses for refreshments, supplies and prizes to be raffled. Updated posters with supporters shown are expected to go up in the next week or so.

I have been spending a lot of time completing our annual report. For those who are new this year, the annual report is a comprehensive report I provide to the NY State Department of Education each year. It provides information on our collection, programming, service area, staff, trustees and a complete financial disclosure. This report leads directly into the information I’ll be providing for the 2020 Report to the Community, which has a lot of that info in summary. You can expect the 2020 Report to the Community in March of each year. I am again acting as the Chairperson to the Seneca SHARES committee, which is the collaborative committee of the 5 Seneca County libraries and FLLS. We are gearing up for the 2020 census with training and information for library staff and volunteers.

The petition for inclusion on the school district ballot has gone up at the circulation desk at Lodi, Ovid and our library. We need 25 signatures of eligible voters in our school district in order to save ourselves \$3,000+ for having our own ballot, and we meet the goal each year very easily.

Tom came by and changed out the light on the exterior south entrance (thank you so much Tom), and just a head's up that our carpet is scheduled to be cleaned next week. It's just an upkeep item to keep our 2-year-old carpet looking brand new. Matt Gordon has completed a beautiful new hour sign that can be seen beneath our sign out front. He did a fantastic job and generously donated his time for the project.

Wes and Tom put new LED lighting in the tree. Will run from dusk to dawn.

Fire

7 calls in Jan

John Hillman and Chris Bulmahn starting second part of fire officer 1 doing well.

Chris Nelson has been at fire academy taking fire officer 2

We have been doing our yearly OSHA training will finish in March

We had 14 attend the yearly HAZMAT ops refresher in Ovid this past Tuesday

I will be attending fire investigation for the line officer on March 10th and 11th at county fire training center. On March 18th myself Ralph Bailey and Jim Wyckoff will be taking Emergency Management Certification and Training Tier 3 in Waterloo. If anyone is going from the village, I would recommend taking online FEMA course IS200 (4hrs) so you have a better understanding of the emergency management system that we all follow to make sure things work smooth and the job gets done.

OSHA training in Romulus March 24th 7:00 pm sexual harassment, work place violence, LBGT, stereotyping, and situation awareness

Everyone did a great job at the tractor trailer fire on the Feb 4th I ordered more spill supplies hope to recover cost from owners' ins co

We need to think about future replacement of 501 it is 24yrs old will be 28 yrs. old when 504 is paid off in March of 2024 would like to keep tuck replacement at no more than 30yrs. Build time is around 400 days plus would take 8 months to a year to spec it out and put out to bid.

Fire Dept Banquet will be March 28th at Interlaken sportsmen's club you will be getting invitations.

DPW restrung the flag pole.

Water

Spent quite a while looking for leaks, listening to hydrants, listening even at night. Found leak at vacant house on Prospect Street.

Small leak at one of FP Kane's repairs which will be taken care of when old tower taken offline. Also, small leak at hydrant from tower, exercising hydrant seems to have fixed the problem

Electric has been installed at new tank. Extra conduit installed as well. Electric has been inspected at new tank. NYSEG did hit a water line when installing the pole – DPW repaired the line and was marked correctly.

Water count back close to normal.

Meeting with State and local health departments, all the water purveyors on Cayuga Lake to form new regulations for Cayuga Lake Watershed.

Annual Water Report was submitted to Seneca County Health Dept.

FP Kane needs to schedule AquaLogics for telemetry and filling the tank.

Sewer

Water leak in the pit, it has been repaired.

Ran out of propane, E&V installed a monitor to avoid future issues

Normal pumping, normal flow and very clear affluent

Streets

Snow plowing and clean up

Cleaned culverts and catch basins

Changed oil in both trucks – repaired plow-pump had airlock. Ordered fitting and hose

Safe Routes to School Bids –

three bidders – low bid \$313,151 with alternate on additional sites \$75,574. Balance on grant approximately \$390,000, this doesn't include construction inspection approx. \$80,000.

Mayor going to go with base bid (313,151) NYS DOT is reviewing the bid.

Estimate 80 days to complete the project from start date

DPW to purchase at Lowe's a garden hose for the Memorial Garden-replace one that was stolen

Police

No report, Chief out with the flu

Jean Jay, Code Officer, put out 20 warning letters regarding snow and ice on sidewalks.

Any leniency on West Ave and Cayuga Street?? How long after the first warning put out to allow compliance? Workshop scheduled on February 27, 2020 6 PM to discuss. J. Jay also inquired on tickets – presently use police officers to issue appearance tickets.

Treasurer Balances in all accounts were reported.

Accounts receivable as of January 2020

Water 26,323.88 Billed out January \$40,030.10

Sewer 13,993.11 Billed out January \$20,674.72

Taxes 00.00 Relevy on to Town/County Taxes 15,459.98 -- should receive this early April from Sen Co

Abstracts February 2020

General Fund 53,035.99

Water Fund 3,045.17

Sewer Fund 4,134.53

Safe Routes	0.00
Water Tank	5,391.52
Sewer Proj.	1,488.81

Mention: As of March 14, 2020, the Village fax line will no longer be in service. This will save approximately \$45.00 per month. The vast majority of things received are junk faxes.

Budget Modification

Over spent A3120.4 – police contractual
 DR. A3120.2 (police equip) 492.88
 CR. A3120.4 (police cont) [492.88]

Over spent A1950.4 Taxes Assessments Municipal Property
 DR. A1990.4 (contingency) 238.18
 CR. A1950.4 (tax assmts) [238.18]

Over spent A9785.7 installment purch. Int.
 DR. A1990.4 (contingency) 3.00
 CR. A9785.7 (install int) [3.00]

Motion by T Del Plato, second by C Kempf to accept above budget modifications, carried

Unspent 2018-2019 Fire 16,000.00
 DPW 8,000.00 (not moving at this time)

Motion K Barr, second by J Pepper to move \$16,000.00 unspent fire expenditures to the Capital Fire Equipment Reserve Fund

Approval of bills motion by C Kempf, second by R Richardson to approve the bills, carried.

Old Business:

- Fire expenditure excess transfer
- Browncoat Cat issues – still no response from them. Currently removing this item from Old Business
- Code Book – three codes (sidewalks, water and sewer) send to attorney regarding snow/ice and sump pumps. – Code workshop 2/27/20 @ 6 PM

New Business:

- Motion by T Del Plato, second by K Barr to approve standard work day & reporting resolution for elected/appointed officials, carried
- Motion by R Richardson, second by T Del Plato to approve standard work day resolution for employees (crossing guard), carried
- Motion by C Kempf, second by K Barr to accept and move forward with Hunt Engineers proposal for Engineering Services Mechanic Street Culvert Replacement, carried

Motion by C Kempf, second by J Pepper to proceed with NYSEG conversion of current street lighting to “light emitting diode cobra head street lights, carried

Motion by T Del Plato, second K Barr, to approve the following Senior Citizens Exemption

WHEREAS, the Village of Interlaken has in the past followed the Town of Covert’s Sliding Scale for Senior Citizens Tax Exemption; and

WHEREAS, it has always been the policy of the Village of Interlaken to be concerned and to assist Senior Citizens of the Village in any way possible; and

WHEREAS, Section 467 (1b) of the Real Property Tax Law authorizes a municipal corporation to increase the maximum income level by increasing the maximum income and adopting a sliding scale provision; and

WHEREAS, several municipalities in the County have adopted the sliding scale Senior Citizens exemption provision; now, therefore be it

RESOLVED, that the present income eligibility of \$15,000 for the Senior Citizen Exemption established by the Town of Covert also be the same for the Village of Interlaken.

The sliding scale provision adopted as follows:

INCOME	EXEMPTION
To \$15,000	50%
\$15,000 - \$15,999	45%
\$16,000 - \$16,999	40%
\$17,000 - \$17,999	35%
\$18,000 - \$18,899	30%
\$18,900 - \$19,799	25%
\$19,800 - \$20,699	20%
\$20,700 - \$21,599	15%
\$21,600 - \$22,499	10%

BE IT FURTHER RESOLVED, that the Villager of Interlaken is adopting this resolution to provide for uniformity and consistency for the administration of the Senior Citizen Exemption in Seneca County.

This Resolution to be effective
02/13/2020 for 2020 taxation.
Unanimously Carried.

Motion by T Del Plato, second by C Kempf, to hire Allied Financial Partners (CPA Firm) to audit the Village’s accounting records and file Annual Reports with the NYS OSC, carried

T Del Plato brought to the board a “compost proposal” (attached in the minute book) of various ways of composting. There was a motion of support made by R Richardson, second by J Pepper, carried. T Del Plato will be providing more information in the future.

Adjournment: Motion by R Richardson to adjourn at 8:58 PM, second by J Pepper, carried.

Upcoming:

Code Workshop 2/27/20 6 pm

March meeting: March 12, 2020 7 pm

Respectfully submitted,

Nancy Swartwood

Village Clerk