

VILLAGE OF SHERMAN
REGULAR BOARD MEETING
AND MEETING OF THE MUNICIPAL ZONING BOARD
Wednesday, August 7th, 2019 at 6pm

Mayor Meeder brought the meeting to order and opened with the Pledge of Allegiance. Board members Meeder, Gratto, Higginbotham, Reyda and Ayers, Clerk-Treasurer, Streets and Water Superintendent, seven members of the public and press were in attendance. Mr. Irwin sent his apologies, he was attending a wastewater meeting.

RES 2019-08-07.1: MINUTES

Motion to accept the previous minutes of the Regular Board Meeting and Municipal Zoning Board Meeting held July 10th, 2019.

Moved by Trustee Higginbotham Seconded by Trustee Gratto

Ayes: 5 Nays: 0 Carried

RES 2019-08-07.2: MUNICIPAL ZONING BOARD

Motion to suspend the regular meeting and enter into the meeting of the Municipal Zoning Board.

Moved by Trustee Ayers Seconded by Trustee Gratto

Ayes: 5 Nays: 0 Carried

MUNICIPAL ZONING BOARD MEETING:

PERMITS & PROPERTY MAINTENANCE REPORT FROM ZONING OFFICER

In Greg Gormley's absence, Mayor Meeder relayed the report on the open and new building permits, various violations and enforcements.

RES 2019-08-07.3: ZONING REPORT

Motion to accept the report from the Code and Zoning Enforcement Officer (s):

Previous open cases now closed:

- Dollar General – fence
- Denise Hannold property clean up

Cases since opened and immediately closed:

- 109 Park St – roaming chickens, now penned

Cases currently open:

- Farmers Mill – rodent problem, grass, bring building into LL 1-2019 standards
 - Received first Vacant Property Registration notice

Vacant Properties – second notices, no registrations completed

- Chandra Hannold, Cornish St.
- Jeff Winton, 157 W Main St.
- Scott Winton, Miller St., condemned

Ayes: 5 Nays: 0 Carried

The Sherman Hardware & Cooler Café at 110 & 114 Main Street encompasses two separate pieces of property 328.10-2-20 and 328.10-2-19, respectively. Owner, Jim Chambers is working with CEO Dave Heckman to re-establish the fire wall to code, separating the two properties. CEO Heckman has waived any building permit fees at this time, given it is a small section of wall. The CEO will make a final inspection of the property and handle any change of occupancy (ICC 101.2.1.2 Change of Occupancy), he also anticipates a building permit application for future remodeling of the space. Fees will be assessed at that time if necessary. Mr. Chambers is remaining in contact with CEO Heckman.

RES 2019-08-07.6

Motion to accept the report from Code Enforcement Officer, Dave Heckman, on properties #328.10-2-19 and #328.10-2-20.

Moved by Trustee Gratto Seconded by Trustee Ayers

Ayes: 5 Nays: 0 Carried

RES 2019-08-07.7

Motion to close the Municipal Zoning Board Meeting and resume the Regular Meeting of the Board.

Moved by Trustee Higginbotham Seconded by Trustee Ayers

Ayes: 5 Nays: 0 Carried

REGULAR MEETING OF THE BOARD RESUMED

MAYORAL ADDRESS

Signs:

- CSP Champions – the board has previously budgeted for the signs, but since CSP has won multiple championship events in football and track and years is being considered. The board is just approving the design, but with multiple municipalities involved there are still some disagreements and details that need to be ironed out. The idea is to have the CSP Wolfpack with various events, see example at end of minutes.
- Special mention was made that John Swabik is now a US Junior Olympic Silver Medalist from his recent 2019 Decathlon. Five of the events he hadn't even experienced a couple of months ago.

Climate Smart Comprehensive Plan:

- The contract with Barton & Loguidice has been signed for the Comprehensive Plan (approved RES:2019-05-01.39)
- We have to establish a Steering Committee which needs 10-12 members, up to 17, but no less than 7. It can simply be our planning board, but we are hoping for a broader group. Although their meetings will be open to the public, it doesn't have the same legal requirements as a board meeting. Mayor Meeder said she would have some suggestions of people for the committee before the kick off date in September. The initial meeting will include the Planning Board, the Village Board, the Steering Committee and the engineer who will explain how this process will actually work.

- Our tentative plan is to have the first Community Visioning Workshop on Tuesday, October 1st, 6pm in the Fire Hall. We are hoping to send out a notice with the next school communication so that the greater Sherman area will have the opportunity to be involved.

Sherman Historical Society:

- Mayor Meeder relayed a letter of appreciation that was received from the Sherman Historical Society regarding the maintenance and grounds work at the Yorker Museum. Gary Emory and Greg Gormley have been instrumental in this. She also added that the French Creek Yorker Museum fence has some loose posts and holes which need mending or replacing, and we will meet with them to remedy that.

WATER AND STREETS REPORTS FROM DPW SUPERINTENDENT

Bill Boria (Department of Health) did a detailed evaluation of our public water supply system, and his letter regarding this inspection will be very helpful in securing grant funding and expediting the water project. This “hardship” classification qualifies us for 60% grant funding by the EFC and 0% interest loans. Mayor Meeder explained co-funding and matching, and how we may qualify for additional CDBG funding (she is meeting with HCR in September). She added that the engineer said since CDBG has given us back to back study grants, they are aware that both these systems are in need. A special meeting will be held with Barton & Loguidice at the completion of the water study in September. We anticipate that the bond resolution will be around \$1.5-\$2 million. Mayor Meeder said we do not anticipate needing a water rate increase since we already raised the rates to comply with the grantee’s requirements, and water readings will be more accurate with the new meters. We expect to start engineering in 2020 and construction in 2021.

Mr. Crane said the our trailer is too small for the excavator and he is getting quotes for a new one. The new trailer will have place for all the plumbing and equipment which will reduce time wasted loading and unloading equipment, as with the smaller trailer. The town is going to keep the smaller trailer, which we can still use if needed. He reported that work had resumed on Edmund Street. The works will slow as they go under the culvert but after that getting to the corner will be quick. After the corner the work will slow again as they have to cross every service line. The grant covers service lines, all efficiencies, new meters and new submersible pumps. Mr. Crane revisited the idea of creating an ‘intersection’ as opposed to refinishing the curve at the corner of First and Edmunds Street. A ninety degree turn will definitely slow traffic down. No-one objected and the general consensus was that it would help slow traffic. He reported that he had been working with both Trenton and Andrew, training them how to install water lines, and once they were proficient, there could be two work teams working on different projects.

SEWER REPORT FROM CHIEF SEWER OPERATOR

In Mr. Irwin’s absence, the mayor explained that we received a letter from Tom Becker relaying an anticipated 35% USDA RD award, which is better than the normal 25%. The village is very appreciative. She explained the conditions of the \$3.9 million loan for 38 years at 2.125%. Mayor Meeder handed the trustees a breakdown of the next steps, explaining what we will be applying for and explained that this is the first of multiple steps in funding the Sewer Project. She explained the timelines of the awards, their conditions, and additional grant sources i.e. CDBG, WIIA, etc. Our upgrades will also include changing from a Chlorinate/Dechlorinate system to an Ultraviolet Disinfection System, adding a Sequencing Batch Reactor, and other operational improvements.

There is an expected increase of roughly \$20 dollars per user but our plan is starting next Spring to incrementally increase sewer by \$5/month (June 2020), \$4/month (June 2021), and \$4/month (June 2022) totally an increase of \$13/month in total. This is to cover the full loan with the interest of 2.125%, and us spending the entire \$6.2 million - which is our worst case scenario.

Andrew Norton has reached the end of his sixth month probationary period which has gone well. Mr. Irwin and the mayor will meet with him tomorrow to complete his progress report.

The Open House for the Wastewater Treatment Plant is Friday Sept 6th and Saturday Sept 7th. Invitations will go to previous board members, and all residents with their water and sewer bills. We really want to educate people about what they're investing in and celebrate what we have.

SHERMAN DAY COMMITTEE

The mayor thanked Triple E Manufacturing for donating the Grand Marshall Banner for the parade and Brenda Ranney (Dearing Dorman's great,great granddaughter) who was married here last Sherman Day 2018, for her donation of \$250. Mr. Crane thanked everyone who participated in Sherman and mentioned that the Sherman Day Committee is looking for help for next year's Sherman Day, if anybody has some time to spare to let him know and he'll steer you in the right direction.

PUBLIC PARTICIPATION

Nina Coyle said she was concerned about disability access downtown, but this was already addressed. She also wanted to know if Mrs. Wynn was billed for the village cutting the grass along her verge. Mayor Meeder said yes, everyone is responsible for taking care of their property up to the road. Ms. Coyle implied that the village had messed up the verge in front of the Wynn's property and were responsible for the weeds. Mr. Crane said he put the water line down in 2003 or 2004, after which he laid ground cover and grass seed. About five years ago the State came through and regraded the road and reseeded the verges. Ms. Coyle asked why the Assembly of God Church hasn't had the same notice, and asked if we were going to charge them to cut their grass. The mayor explained that there is a list of properties we are working on. Ms. Coyle said that a lot of elderly and low income people in Sherman are suffering without the grocery store, to which Mayor Meeder said that there is someone in the process of buying the grocery store. She asked Nina to write a letter stating these facts as the buyer is currently putting together a business plan and the village has written letters about the food desert, but more letters can only help. The board is also looking at a tax exemption to assist the grocery store get started. Ms. Coyle said that is what she was hoping, we could do something to bring a store into the village, as we did with the Dollar General, but the mayor corrected her saying that the village did not give the Dollar General any exemptions or assistance. Ms. Coyle said she heard a food pantry was coming to Sherman and the mayor explained that it has been operational for many years but was just being relocated. The Rural Center has been working very hard to make this happen, and the village is having signs made. Ms. Coyle said the county gives a list of food pantries to people they work with such as families and the elderly. If we give her our food pantry's information she will have it added to the list. Ms. Coyle ended with concerns about Amish youth working at the pallet shop.

Jeff Lang brought a storm water issue at 104 Kipp Street to the board’s attention. Mr. Crane said he didn’t want to spend money on patching it now when it would be properly addressed in the Stormwater Study. He also mentioned erosion along the creek at the end of his property and asked where his property line lay (midstream). He asked how he could prevent losing more land and Mr. Crane said we would add him to the current stormwater study. Mr. Crane also asked Mr. Lang for photographs that we can submit to the engineer.

Mr. Lang asked about the utilities increase and the mayor explained that the grants we are applying for require the residents to have “skin in the game”. She added that she raised the rates to meet the minimum requirements. She added that we could ignore their suggestions, but then the residents would be responsible for the entire sewer upgrade costs, while at present we are looking at roughly 35% because of grants and awards. We are expecting to finish under the projected \$6.2 million.

FINANCIAL REPORT FROM CLERK-TREASURER:

General Checking Account: Balance (08/07/2019) is \$76,190.58 – book balance \$54,133.67
Special Bank Account: Balance (08/07/2019) is \$2,500.00 – book balance (\$9,375.00)
CD Account: Balance (08/07/2019) is A\$112, 256.54 + \$708.49, B\$105,000.00
CD Transfer: \$37,100 to CD, from General Fund
Unpaid Taxes Delinquent Tax Notices were mailed 8/6/2019
Account Adjustments: Rescind previous resolution RES 2019-06-19.6 re: Acct #193
Adjust Acct #215– leak remove sewer

The Annual Updated Document (AUD Financial Record) was submitted on time to New York State (due 8/1/2019). The mayor handed out profit and loss statements to all the trustees and reviewed the general (including fire) fund, sewer fund and water fund. It was noted that both water and sewer are now self-sustaining.

Clerk Ramm said she is waiting for quotes from Southern Tier Graphics for a server or computer station, so we can link all the workstations in order to share Waterworks, Badger and Quickbooks. She also stated that a second telephone line is being added to the office because more and more of the trainings are now webinars, which means the line is busy for long periods. She reported that we will receive a sales tax refund from our electricity service provider for the amount of \$1,700, and the new electric rate has been negotiated for the next three years at a lower rate than previously. The clerk said she has removed PayPal from the website because to date only three people have used it and the costs fall on the village not the user. The clerk ended by saying that information about the Dog Catcher and Village LL 02-1995 “Dog Control” i.e. the leash law is now available on the website at www.shermanny.org/government.

RES 2019-08-07.8: VOUCHER

Motion to approve Voucher #3 for \$34,154.02 as presented for July 2019, of which \$9,175.00 is from the NYS Special Fund (in anticipation of \$11,875 in CDBG Funding).

Moved by Trustee Ayers Seconded by Trustee Reyda

Ayes: 5 Nays: 0 Carried

RES 2019-08-07.9: W&S ADJUSTMENTS

Motion to approve the following water and sewer adjustments:

Acct #215, sewer use of \$340.70 for the periods of 4/17-7/5 and 7/6-10/5 of 2018, and penalties of \$34.70. The account was re-levied onto the property tax bill, therefore a credit of \$375.40 will be applied to the current outstanding bill.

Moved by Trustee Gratto Seconded by Trustee Higginbotham

Ayes: 5 Nays: 0 Carried

RES 2019-08-07.10: TRANSFER TO CD

Motion to approve the reinvestment of the CD in the amount of \$112,256.54 plus the recently earned interest of \$708.49, and the transfer of an additional \$37,100 from the general checking account for a total investment of \$150,065.03 for the period through August 10th, 2020.

Moved by Trustee Higginbotham Seconded by Trustee Reyda

Ayes: 5 Nays: 0 Carried

OLD BUSINESS:

The W&S charges were reapplied for service address 138 E Main St.; though the house was sold at County Auction for Tax Foreclosure the tenant is responsible for the water & sewer bill. (The new homeowner is not responsible for W&S charges prior to closing July 26th, 2019).

RES 2019-08-07.11: RESCIND W&S Acct #193 adjustment, in RES: 2019-06-19.6

Motion to rescind the portion of RES:2019-06-19.6 applicable to the Water & Sewer Account #193, in the amount of \$244.48.

Moved by Trustee higginbotham Seconded by Trustee Gratto

Ayes: 5 Nays: 0 Carried

NEW BUSINESS:

Barton & Loguidice will bid and contract out survey work in accordance with the terms and conditions required by our funding sources (grants and loans), to meet the USDA and NY State requirements for Minority or Women-owned Business Enterprise (MWBE), etc.

RES 2019-08-07.12: B&L SURVEY BIDS

Motion to approve the mayor to engage Barton & Loguidice in a contract to seek a bid for a thorough survey including topographic maps for the Sewer Project, Water Project, and foreseeable Comprehensive Planning Projects (inc. Stormwater), not to exceed \$30,000.

Moved by Trustee Ayers Seconded by Trustee Gratto

Ayes: 5 Nays: 0 Carried

The ZEO has taken on a large caseload in recent months, working at length with attorneys and residents. In the pursuit of a permanent Code Enforcement Officer, there are various stages of certification. A current recommended hourly rate is suggested, plus in planning for anticipated successful certifications, at the end will bring the ZEO to the CEO level of \$15.00/hr.

