

Members Present: Mayor Gary Baker, Trustees George Buckalew, Colleen Penta and Bob Skinner.

Members Absent: Trustee Donna Graham

Others Present: Brett Norsworthy, Andy Sharpe, Nick Rizzo, Donald Cornell, Jon Cornell, Pat Foote and Art Williams

Mayor Baker called the meeting to order at 7:00 pm.

Pledge of Allegiance

Guest(s)

- **Donald and Jon Cornell.** Jon Cornell questioned the Village on the legality of charging for water and sewer service on homes that are vacant, condemned or otherwise uninhabitable. Mayor Baker explained that part of the Village Code requires that each property in the Village will have a water and sewer service and will be charged the minimum rate each quarter. These fees are needed to maintain basic operation and upkeep of the water and sewer infrastructure. He explained that these codes have been in effect for many years and that while they could be reviewed and updated, they are the codes we have to follow at the present time.
- **Pat Foote.** Mr Foote is an independent marketing consultant from Ambit Energy. Mr Foote presented the board with information on Ambit Energy and how it would save the Village a guaranteed minimum of 1% over the incumbent energy provider, RG&E. The Village could also see a monthly rebate check depending on the structure of the accounts. The Board is taking Mr Foote's information under consideration.

Highway Department

Nick Rizzo was present at the meeting to discuss the condition of the loader. It is quickly becoming an issue as far as maintenance. The manufacturer has been bought by another company who discontinued the model we own. This means parts are either not available or hard to find and expensive. Mr Rizzo is looking into options for both purchase and lease of a new loader and would like the Board to keep this in mind during the upcoming budget workshops.

Executive Session

Trustee Penta made the motion to move the meeting into executive session to discuss contractual matters at 7:40. Trustee Buckalew seconded the motion. All voted in favor.

- Art Williams, Brett Norsworthy and Andy Sharpe were asked to remain.
- Brett Norsworthy and Andy Sharpe were excused at 8:15.
- Art Williams was excused at 8:40.

Trustee Buckalew made the motion to return to public session at 8:54. Trustee Skinner seconded the motion. All voted in favor.

Water Department

- **Fire Hydrant on Auburn St.** Andy Sharpe reported to the board that this hydrant has been repaired more than once in the past and he believes it is more than a bad seal. He would like to replace this hydrant with a mechanical joint valve. This would require digging down to the main for installation. This is the best option because it allows the hydrant to be shut off in the future without disrupting service to the rest of the line. The board asked Mr Sharpe to provide them with pricing on this method.
- **Ford Ranger Pickup.** Mr Sharpe reported to the board that new Ford Ranger has helped out a great deal. He pointed out that gas mileage on this vehicle seems to be running around 12 miles per gallon.

Minutes of February 12, 2013

Trustee Buckalew made the motion to approve the minutes for January 22, 2013 with the following corrections.

- Change “that” to “the” in the line - *Mr. Norsworthy informed ~~the~~ Board that Corrine Mott...*
- Remove the word “ted” in the line - *of the duties of the ~~tee~~ command structure...*

Trustee Skinner seconded the motion. Mayor Baker, Trustees Buckalew and Skinner voted in favor, Trustee Penta abstained.

Minutes of Special Meeting of January 31, 2013

Trustee Penta made the motion to accept the minutes of the Special Meeting held January 31, 2013 as written. Trustee Skinner seconded the motion. Mayor Baker, Trustees Penta and Skinner voted in favor, Trustee Buckalew abstained.

Abstract #016

Trustee Penta made the motion to approve abstract #016 in the amount of \$87,850.44 with vouchers numbers 1321-1352 and checks numbered 25020-25051. Claims from the General Fund total \$72,514.40. Claims from the Water Fund total \$8,047.05. Claims from the Sewer Fund total \$7,288.99. Trustee Buckalew seconded the motion. All voted in favor.

Community Facilities Use Request – Northup Park

- Trustee Penta mentioned that the Facilities use request still had John Monson listed as Mayor and Melanie DeBadts listed as Clerk. Mr. Norsworthy stated that this request must have been generated from the website. Some of the forms there have not been updated but he would address this as soon as possible.
- Trustee Buckalew made the motion to approve the request made by the Wolcott Council of Churches to utilize Northup Park on March 31, 2013 from 6:30am to 8:30am for their Ecumenical Easter Sunrise Service. Trustee Penta seconded the motion. All voted in favor.

Trustee Penta

Trustee Penta asked if there was a way to keep notes on customer accounts in the water/sewer billing program. Mr Norsworthy stated that there was a way to make very limited one line notes. These notes can only be about 4 or 5 words long and do not print to any report. Trustee Penta asked if there were other ways to keep track of these notes. Mr Norsworthy stated that a program could be created in Microsoft Access but no one had proper training to do this. Trustee Penta suggested that Mr Norsworthy look into pricing for classes on Microsoft Access.

Trustee Buckalew

- Trustee Buckalew stated that he is still working with Kim Park on the cleaning of Youngman ditch.
- Trustee Buckalew asked if Tom Seymoure from the Village Restaurant was ticketed for failure to install a grease trap. Mr Norsworthy reported that yes he had been ticketed and was scheduled to appear on March 7, 2013.

Trustee Skinner

- Trustee Skinner asked Trustee Buckalew if the job descriptions he was working on would include having the department head be responsible for arranging and tracking the required training of their subordinates. Trustee Buckalew stated that he would add that to the list of considerations and that he was obtaining job descriptions from Civil Service to use as a basis for the job descriptions.
- Trustee Skinner stated that the roof of the gazebo in the Wolcott Falls Park had not yet been started but should be soon.

Mayor Baker

Mayor Baker reported that both of the surplus vans made it to the scrap yard. The Village received just over \$1,000 in total for the vans.

Adjournment

Trustee Buckalew made the motion to adjourn the meeting at 9:53 pm. Trustee Skinner seconded the motion and all voted in favor.

Respectfully submitted,

Brett Norsworthy
Deputy Clerk/Treasurer