

The regular monthly meeting of the Red Creek Village Board was held on **December 5, 2018** at the Village Hall, 6815 Church Street, Red Creek, NY.

BOARD MEMBERS PRESENT:

Mayor Letson
Deputy Mayor Schiller
Trustee Huntington
Trustee Letson

OTHERS PRESENT:

Susan Saylor - Clerk/Treasurer
Kevin Parmeter
Dawn Parmeter

CALL MEETING TO ORDER:

Meeting was called to order at 6:30 pm. Mayor Letson led the meeting in the Pledge of Allegiance.

ORGANIZATIONAL MEETING:

The following appointments were made:

Deputy Mayor	Greg Schiller
Village Clerk/Treasurer	Susan Saylor
Village Attorney	Prosachik Law (Formally Nelson Law)
Code Enforcement Officer	Bob Day
Public Health Officer	Red Creek Village Board
Village Historian	Deb Benson
Fire Commissioner	Debra Letson
Deputy Fire Commissioner	Dick Letson
Water Commissioner	Debra Letson
Deputy Water Commissioner	Dick Letson
Sewer Commissioner	Greg Schiller
Deputy Sewer Commissioner	Debra Letson
Highway/Sidewalks Commissioner	Greg Schiller
Deputy Highway/Sidewalks Commissioner	Dick Letson

Trees/Parks Commissioner
Deputy Trees/Parks Commissioner

Steve Huntington
Greg Schiller

Safety/Health Commissioner
Deputy Safety/Health Commissioner

Bob Day
Red Creek Village Board

Street Lights Commissioner
Deputy Street Lights Commissioner

Dick Letson
Steve Huntington

Dam Commissioner
Deputy Dam Commissioner

Greg Schiller
Debra Letson

Prepay

The Village Clerk is authorized to pay prior to the board meeting the following: Petty Cash Accounts, Debt Service and Interest on Debt, postage, deposits for schools and conferences. (Resolution 18 of 2018 - Motion made by Trustee Letson, seconded by Trustee Schiller, all aye.)

Designation of Depositories

Lyons National Bank
Savannah Bank
(Resolution 19 of 2018 - Motion made by Trustee seconded by Trustee Letson, all aye)

Attendance at Schools

Allowing the Village Clerk/Treasurer, Board of Trustees and other village employees to attend training, meetings, and conferences that would be beneficial to the Village of Red Creek (Resolution 20 of 2018 - Motion made by Trustee Schiller, seconded by Trustee Huntington, all aye.)

Mileage

50 cents per mile (Resolution 21 of 2018 - Motion made by Mayor Letson, seconded by Trustee Schiller, all aye.)

Legal Publications for the Village

Lake Shore News
The Shopper

Meeting Schedule

The Village Board of Trustees will meet on the second and fourth Wednesday of the month at the Village Hall 6815 Church Street, Red Creek at 6:30 pm.

If a board meeting falls on a Holiday, the Tuesday before will be designated as the board meeting date. DPW meetings scheduled for 9:30 am every Friday with the exception of the Friday following a Regular Board Meeting.

Review Attendance Policy

Policy Reviewed

Code of Ethics

Copy of the Code of Ethics handed out. A motion was made by Mayor Letson, seconded by Trustee Schiller to accept the Code as presented. All aye.

Procurement Policy

Policy Reviewed

Special Meetings

Any special meetings called will be required to be posted in public places and the method of giving notice to the trustees will include text messages or email with a required reply.

Next Organizational Meeting

December 4, 2019

A motion was made by Mayor Letson, seconded by Trustee Schiller to accept the above appointments as presented. Roll call vote as follows: Mayor Letson, aye; Trustee Huntington, aye; Trustee Schiller, aye; Trustee Letson, aye.

MINUTES:

A motion was made by Trustee Huntington, seconded by Mayor Letson to accept the board minutes of November 14, 2018. Roll call vote as follows: Mayor Letson, aye; Trustee Schiller, aye; Trustee Huntington, aye; Trustee Letson, aye.

ABSTRACT:

At this time the clerk presented the board with Abstract # 007. A motion was made by Trustee Schiller, seconded by Trustee Letson to accept the abstract as presented. Roll call vote as follows: Trustee Schiller, aye; Trustee Huntington, aye; Trustee Letson, aye. Trustee Huntington asked about the coats purchased for the DPW and asked about purchasing the coats for the board members as well. A motion was made by Trustee Schiller, seconded by Trustee Huntington to purchase coats for board

members. Roll call vote as follows: Mayor Letson, aye; Trustee Schiller, aye; Trustee Huntington, aye; Trustee Letson, aye. Mayor Letson will get sizes and order the coats.

The clerk presented the board with a resolution to move monies to short accounts. A motion was made by Trustee Huntington, seconded by Trustee Letson to accept the resolution as presented. Roll call vote as follows: Mayor Letson, aye; Trustee Schiller, aye; Trustee Huntington, aye; Trustee Letson, aye.

PUBLIC FORUM:

Kevin and Dawn Parmeter were in to discuss the occupancy change for a house from 1 family to a 2 family. After board discussion it was decided to allow the change. A motion was made by Trustee Letson, seconded by Trustee Schiller to allow the property change. Roll call vote as follows: Mayor Letson, aye; Trustee Schiller, aye; Trustee Huntington, aye; Trustee Letson, aye. The Parmeters will be receiving a notice from the Code Enforcement Officer.

SEWER GRANT:

Canada Street-

The clerk presented the board with Draw #8 for Canada Street.

OLD BUSINESS:

All old business is tabled for this meeting.

MAYOR REPORT:

The mayor was not present at the board meeting.

CLERK REPORT:

The clerk handed out a calendar for each board member. The calendar has board meeting dates, training dates, and other important dates to remember. The clerk also handed out a blank worksheet and a sample for the board members to use when doing board related tasks. These worksheets can be copied and copies given to other board members for informational purposes. The clerk also spoke about the Christmas Party to be held on December 21, 2018 at noon.

BOARD MEMBER REPORTS:

FIRE COMMISSIONER : Nothing to report.

WATER COMMISSIONER: Nothing to report.

SEWER COMMISSIONER: Nothing to report.

HIGHWAY/SIDEWALKS COMMISSIONER: Nothing to report

TREES AND PARKS COMMISSIONER: Nothing to report.

SAFETY AND HEALTH COMMISSIONERS: Nothing to report

AGING/YOUTH AND RECREATION COMMISSIONERS: Nothing to report .

STREET LIGHTS: Nothing to report.

DAM: Nothing to report.

DPW:

❖ Nothing to report at this time.

VILLAGE HISTORIAN:

Nothing to report at this time.

CODE ENFORCEMENT:

The Code Enforcement Officer was not present but left the following report:

November/December 2018 report

Violations - 3

Fire Re-inspections - 0

Appearance Tickets - 0

Certificates of occupancy - 0

Violations re-inspections - 5

Fire Inspections - 0

- Following up on permits, Church Street, Main Street, Wolcott St.
- Will be starting landlord/tenant inspections shortly.

- Working with mayor on sewer applications and letters to non-compliance residents
- Sent out letters for landlord/tenant law who have not responded
- Advised home owners not to park on the sidewalks so we can remove snow
- Bricks are moved from behind 6815 Main Street
- Taught Village Employees and Board members required PESH training for 2018

Safety Officer Report

- While walking, take a few seconds to look around for icy conditions or tripping hazards
- If any contractors working for the village do not have the proper safety equipment on, or signage while working, please contact me.

PUBLIC HEALTH OFFICER:

No Health Officer at this time

SAFETY OFFICER REPORT:

Nothing to report at this time.

CHAMBER OF COMMERCE:

Nothing to report.

LIBRARY:

Nothing to report at this time.

ROTARY:

Nothing to report.

HISTORICAL ASSOCIATION:

Nothing to report

AMERICAN LEGION:

Nothing to report.

LIONS CLUB:

Nothing to report.

FIRE DEPARTMENT:

Nothing to report.

NEW BUSINESS:

Nothing to report.

ADJOURNMENT:

A motion was made by Trustee Huntington , seconded by Trustee Schiller to adjourn the meeting. Roll call vote as follows: Trustee Schiller, aye; Trustee Huntington, aye; Trustee Letson, aye.

Meeting adjourned at 7:32 pm.