

The regular monthly meeting of the Red Creek Village Board was held on **December 9, 2015** at the Village Hall, 6815 Church Street, Red Creek, NY.

**BOARD MEMBERS PRESENT:**

Mayor Palermo  
Trustee Barnes  
Trustee Bettis  
Trustee Huntington  
Trustee Schiller

**OTHERS PRESENT:**

Susan Saylor  
Bob Day  
Steve Lapp  
June Smith  
Henry Allen  
Lance Powell  
Kevin Parmeter  
Dawn Parmeter  
Kristen Gould  
Sue Schiller  
Lonny Drake  
Chad Gardner

**CALL MEETING TO ORDER:**

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

**SWEAR IN NEW BOARD MEMBERS:**

At this time the clerk presented the new board members with the oath of office book to be signed. Trustees Huntington and Schiller were welcomed to the board. Mayor Palermo spoke about how the board member folders will be utilized for board meetings with the agenda in the right hand pocket, and all corresponding documents in the left hand pocket. Mayor Palermo also read the rules of Public Meeting Conduct. A resolution was presented to adopt the Rules of Procedure adoption. A motion was made by Trustee Barnes, seconded by Trustee Bettis to accept the Rules of Procedure as presented. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Huntington, aye; Trustee Schiller, aye. Resolution passed. There was also discussion regarding the staff evaluations. A motion was made by Trustee Bettis, seconded by Trustee Barnes to accept the staff evaluations as written. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Huntington, aye; Trustee Schiller, aye. Motion passed. The new board members were also given a copy

of the Drug and Alcohol Policy to sign. Forms were signed by both new board members and returned to June.

**MINUTES:**

A motion was made by Trustee Bettis, seconded by Trustee Barnes to accept the minutes of November 20, 2015 board meeting as presented. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Huntington, aye; Trustee Schiller, aye.

A motion was made by Mayor Palermo, seconded by Trustee Bettis to accept the minutes of October 14, 2015 board meeting as presented. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Huntington, aye; Trustee Schiller, aye.

**ORGANIZATIONAL MEETING:**

The following appointments were made:

Deputy Mayor	Mike Bettis
Village Clerk/Treasurer	Susan Saylor
Village Attorney	Nelson Law Firm *
Code Enforcement Officer	Bob Day
Public Health Officer	June Smith
Village Historian	Deb Benson
Wayuga Recreation Director	Cindy Wood *
Fire Commissioner	Steve Huntington
Deputy Fire Commissioner	Mike Bettis
Water Commissioner	Chuck Palermo
Deputy Water Commissioner	Erika Barnes
Sewer Commissioner	Erika Barnes
Deputy Sewer Commissioner	Chuck Palermo
Highway/Sidewalks Commissioner	Greg Schiller
Deputy Highway/Sidewalks Commissioner	Erika Barnes
Trees/Parks Commissioner	Mike Bettis
Deputy Trees/Parks Commissioner	Greg Schiller
Safety/Health Commissioner	Bob Day
Deputy Safety/Health Commissioner	June Smith
Aging/Youth & Rec Commissioner	Erika Barnes
Deputy Aging/Youth & Rec Commissioner	Greg Schiller
Street Lights Commissioner	Mike Bettis
Deputy Street Lights Commissioner	Steve Huntington

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 24 of 2015)
Designation of Depositories	Lyons National Bank Savannah Bank (Resolution 25 of 2015)
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 26 of 2015)
Mileage	50 cents per mile (Resolution 27 of 2015)
Legal Publications for the Village	Lake Shore News (Mayor Palermo abstained from The Shopper this designation)
Meeting Schedule	The Village Board of Trustees will meet on the second 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.
Next Organizational Meeting	December 14, 2016

\*Items with an asterisk to be discussed further.

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

After the above appointments were made, Mayor Palermo re-introduced the work binders for board members. Three sheets will be used to track project activity and will be used to present the information to the board.

**ABSTRACT:**

At this time the clerk presented the board with Abstract # 007. A motion was made by Trustee Barnes, seconded by Trustee Huntington to approve the abstract as presented. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Huntington, aye; Trustee Schiller, aye.

The clerk presented the board with Resolution # 28 of 2015 to move monies to short accounts. A motion was made by Trustee Barnes, seconded by Mayor Palermo to move monies as per New York State Law 5-520. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, nay; Trustee Huntington, aye; Trustee Schiller, aye. Resolution passed.

**PUBLIC FORUM:**

Henry Allen asked Mayor Palermo how many board members makes up a quorum. Mayor Palermo stated that there needs to be at least three board members present for a quorum. Kevin Parmeter spoke about a letter received from Code Enforcement. He was unhappy with the time frame given to make repairs. He is working two homes in the village and trying to make repairs. Because of the weather, he is working inside on projects. Mr. Parmeter would like to lodge a complaint as to how letters are sent out, and speaking about property issues with people outside the village. The board will look into these matters.

**MAIN STREET GRANT:**

June stated that she is hoping to hear by the end of the month.

**OLD BUSINESS:**

Copies of all the outstanding local laws were made and handed out to all board members. After the first of the year, the board will be working on them. Mayor Palermo asked all board members to go over the laws and familiarize themselves with them.

Private Septic Law  
Landlord/Tenant Law  
Water Rules/Regulations

**MAYOR REPORT:**

Mayor Palermo spoke with the board about correspondence from Wayne County Planning Board regarding training available.

**CLERK REPORT:**

The clerk spoke with board members about an online university from NYMIR our insurance company. She has given the board members a print out of how to sign on to the website as well as our log on code. Board members are encouraged to look at this information.

**BOARD MEMBER REPORTS:**

FIRE COMMISSIONER: June and Bob have been working with the fire department regarding the inspection to complete a list of items to be addressed.

WATER COMMISSIONER: Nothing to report.

SEWER COMMISSIONER: We are hoping to hear about the grant for South Street.

HIGHWAY/SIDEWALKS COMMISSIONER: Trustee Barnes is working on a letter requesting funds from our legislators . There will be a map and photos included with the request.

TREES AND PARKS COMMISSIONER: The trees in the park doing ok. There was discussion regarding the beaver dams in the creek. The board discussed how to handle the situation as it seems to be getting worse.

SAFETY AND HEALTH COMMISSIONERS: There was a safety committee meeting and everything is all good. Bob will need to finish up PESH safety training for the year.

AGING/YOUTH AND RECREATION COMMISSIONERS: Trustee Barnes asked about final numbers for the Wayuga Recreation Program. Mayor Palermo asked Trustee Barnes to call a meeting or do a letter to all municipalities involved with the program to discuss the future of the program. The clerk asked about any outstanding bills for the program to complete the year.

STREET LIGHTS: Some street lights are out, Steve will drive around and make a list of the lights not working and present it to Trustee Bettis.

**DPW:**

**Projects Completed:**

- |   |                 |
|---|-----------------|
| ❖ Ordered 6 - 5/8 3/4 water meters from HD Supply         | Done 12/1/2015  |
| ❖ Fixed Pot Holes on Exchange Street                      | Done 12/1/2015  |
| ❖ Put red dump back together, drove to Wolcott ran lights | Done 11/30/2015 |
| ❖ Put new plow markers on wing                            | Done 12/2/2015  |

- ❖ Met with NYS on drain issue at Knox property Done 12/2/2015
- ❖ Replaced weather strip on bottom of garage door 12' Done 12/3/2015
- ❖ Took fence down at Fletcher well, filled holes in yard Done 12/3/2015
- ❖ Washed sidewalk in front of Greg Northrup 130' of 2x2 Done 12/3/2015
- ❖ Washed trucks, washed floor of garage Done 12/3/2015
- ❖ Water reports and water samples Done 12/3/2015
- ❖ Took pickup to Diamond Enterprise for inspection Done 12/4/2015
- ❖ Cleaned up back room
- ❖ Found & fixed water shut off on Furnace St, shut water off Done 12/7/2015
- ❖ Put hasp & lock on Pasture well head Done 12/7/2015
- ❖ Called in stake outs Done 12/8/2015
- ❖ Work on beaver dam, did not go well, to wet

**Projects to be completed:**

- ❖ Seal concrete floor in Cuyler Well
- ❖ Paint Cuyler well inside and out.
- ❖ Replace ceiling in back part of Cuyler pump house
- ❖ Remove pasture well fence
- ❖ Repair concrete on valve pit (water tower)
- ❖ Scrape & wash new village hall and stain
- ❖ Pressure wash roof on village hall, remove moss
- ❖ Get prices on rip rap for dam
- ❖ Get estimates on metal plate for dam
- ❖ Fire hydrant to be scraped, primed and painted
- ❖ Meet June and Bob next Thursday on dam project
- ❖ Pull beaver dam out again in good weather
- ❖ Clean out leaves in ditch on Canada Street and all catch basins

The board asked for a consolidated listing for the month, a "month in review" for the board meeting. The red dump is running well. There was discussion about ripping out the ceiling of the Cuyler pump house and replacing it. Steve would like to remove the ceiling and replace with plywood, board is not sure about this. The board asked Steve to do a project outline with pictures of the pump house and present it to the board. A property owner next to the Sterling Station Road Pump house contacted Trustee Barnes regarding people hunting on village property. Trustee Barnes had the property owner contact Steve in case he knew of people hunting there. Hunting is not allowed on village property and Steve was instructed to call the police if we get a report of people on village property. There was discussion regarding the beaver dams. The DEC suggests trapping the beavers and they will not allow using dynamite to blow up the dams. Trustee Barnes will contact Derek Stone to see about trapping.

## **VILLAGE HISTORIAN:**

Not present at the meeting.

## **CODE ENFORCEMENT:**

The following report was presented to the board by Code Enforcement Officer Bob Day:

Violations - 5

Permits issued - 2

Fire Inspections -1

Violations re-inspections - 5

Fire Re-Inspections - 1

Appearance Tickets - 1

## **Welcome new board members!!**

- ❖ Will be taking 5 as of now to Town Court in January
- ❖ Greg Northrup - started taking debris away, tried to call him won't answer phone. Sent violation notice, report he is in jail at this time. (Later reported that he was released)
- ❖ Took photos of all the houses and businesses in the Village for our records..
- ❖ Checked 6816 Main Street, just about done.
- ❖ Inspections of permits in the Village
- ❖ Still checking violations
- ❖ Dam exercise for Friday the 13th went well. Got good interaction with all that attended.
- ❖ Have quote for Mapping system for village - given to board
- ❖ Working on dam inspection, meeting with June on Thursday
- ❖ Taking photos of sidewalks
- ❖ Did safety committee meeting with Steve and Chad
- ❖ Chad Avalone house waiting for electric and gas disconnect (can be up to 30-60 days)
- ❖ Following up on all violations and permits issued for 2015
- ❖ Working on classification of homes in village (1967 classification)
- ❖ Attended Hay-Mat for Code Enforcement in Clyde
- ❖ Tires from Robinson's garage appears to be behind Robinson's garage appears to be behind Robinson's house on South Street
- ❖ Stopped at State and Main house and discussed broken windows in house, she said she will fix them
- ❖ Will be starting fire inspections of all businesses and public assembly in January (On going process)

**SAFETY OFFICER REPORT:**

- ❖ Did safety committee meeting with Steve and Chad
- ❖ Need to finish up OSHA training with Village Staff

**NEW BUSINESS:**

Nothing to report at this time

**REVITALIZATION COMMITTEE:**

Nothing to report at this time.

**CHAMBER OF COMMERCE:**

Nothing to report at this time.

**LIBRARY:**

Nothing to report at this time.

**ROTARY:**

Nothing to report

**HISTORICAL ASSOCIATION:**

Nothing to report

**AMERICAN LEGION:**

Nothing to report.

**FIRE DEPARTMENT:**

Fire Chief Gardner reported that there has been two fires this month, backup generator is wired up, scot packs have been tested and the thermal imaging camera is here (purchased with grant money). There was discussion about having a new inspection of the building. June asked about meeting with the village board and fire department board. There will be a meeting on Friday December 11, 2015 at the village hall. There was also discussion about paying for the hood for the stove. The association will pay for the hood if the village will pay to have it professionally installed. The board would like an estimate to make a decision. There was discussion again about the cracks in the building, the fire chief states that the



cracks are getting worse. Code enforcement officer will address the cracks and look at the entire structure.

**HEALTH OFFICER:**

The health officer provided a report at the Friday DPW meeting.

**NEW BUSINESS:**

A facility use permit was received from Dennis Hadcock regarding the We Care About Kids toy give away. He has requested use of the building from December 11-15 for a toy give away. Mayor Palermo reported on the tree lighting ceremony and Mike Bettis being recognized as Citizen of the Year for all his help with the covered bridge project and getting monies for various not-for-profit groups in the village. The clerk spoke to the new board members regarding the Christmas Party scheduled for December 18, 2015 at the village hall after the regular DPW meeting.

**EXECUTIVE SESSION:**

A motion was made by Mayor Palermo, seconded by Trustee Barnes to enter into executive session to discuss employment of a particular employee. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Huntington, aye; Trustee Schiller, aye. Executive session entered into at 7:58 pm.

A motion was made by Trustee Bettis, seconded by Trustee Schiller to move out of executive session. Roll call vote as follows: Mayor Palermo, aye; Trustee Barnes, aye; Trustee Bettis, aye; Trustee Huntington, aye; Trustee Schiller, aye. Board moved out of executive session at 8:10 pm.

**ADJOURNMENT:**

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

Meeting adjourned at 8:11 pm.