

JUNE 9, 2009 REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF CAMILLUS, COUNTY OF ONONDAGA, STATE OF NEW YORK, HELD AT THE CAMILLUS VILLAGE HALL.

Present: Mayor Kurt Brunger, Trustee Anne Clancy, Trustee Sharon Hannon, Trustee James Palumbo

Absent: Trustee Michael Montero

Staff Present: Attorney Steve Primo, Clerk/Treasurer Marie Stanczyk

Members of the Public: Approximately 9

Mayor Kurt Brunger called the meeting to order at 7:00 PM followed by the Pledge of Allegiance.

**MAYOR'S COMMENTS**

**MS4 Annual Report**

Mr. Dave Haney of Barton & Loguidice (B&L) presented the annual MS4 Storm Water Program Report they submitted to New York State a few weeks ago. He noted that Onondaga County will be inspecting the outfalls at no charge and any issues will be reported to the Village. Mr. Haney reported that B&L plans to map the storm systems next year. Before leaving, he submitted a fee amendment.

Note: Attorney Steve Primo arrived at 7:05 PM.

**Fire Department Insurance**

Mr. Tim O'Hara of Eastern Shore Associates noted that some fire department activity is being performed as the old Camillus Fire Department, Inc. which is not covered by the current fire department insurance policy. Mr. O'Hara said the current insurance is with Emergency Services Insurance Program (ESIP), and they have agreed to add Camillus Fire Department, Inc. to the policy as a named insured at no additional cost. He added that if the Village does not agree to let that happen, the Camillus Fire Department, Inc. should secure their own general liability policy right away and name the Village as an additional insured. Such coverage was quoted two years ago for \$2,700.00 and Mr. O'Hara said he would be pleased to provide updated information for such coverage.

Attorney Primo recommended the Board adopt a resolution immediately on the matter. Trustee Anne Clancy questioned if Camillus Fire Department, Inc. is valid and if it has a tax-free number. Attorney Primo said he did not know about the tax free number, adding that if it is existing as an entity and if it is correctly incorporated, which he said he believes it is, the Village should still be naming them to eliminate a gap.

**Resolution 06092009-1: The Camillus Fire Department, Inc. Liability Insurance**

Trustee Clancy moved to permit the incorporated entity representing the fire company that now serves as the Village [of Camillus] fire department to be an additional named insured under the Village's general liability policy provided by ESIP. Trustee Sharon Hannon seconded the motion that was approved by majority vote of members present. At the request of Mr. O'Hara, Attorney Primo confirmed the legal name of the fire department entity per this resolution is "The Camillus Fire Department, Inc.". Mr. O'Hara noted that entity will be covered effective immediately.

Note: Trustee James Palumbo arrived at 7:10 PM.

### **Workers' Compensation**

Mr. O'Hara explained a letter of intent has been sent regarding the switch in carriers from PERMA to New York Comp Alliance. He said the change, which would result in a premium savings of \$3,000, would require a resolution.

### **NYMIR Refund**

Mr. O'Hara presented the Village a capitalization return check in the amount of \$776.20.

### **Resolution 06092009-2: Workers' Compensation**

Trustee Clancy moved to change the workers' compensation carrier to New York State Municipal Worker's Compensation Alliance (Comp Alliance) and to add employer's liability for the volunteer fire department. Trustee Hannon seconded the motion that was approved by majority vote of members present.

### **Resolution 06092009-3: AUD Filing Extension Letter**

Trustee Clancy moved to approve the sending of a letter to the [New York State] comptroller's office to request a 60-day extension for filing of the annual financial report by the end of September 2009. Trustee Palumbo seconded the motion that was approved by majority vote of members present.

### **Village Garages**

Concepts and estimates for partial demolition, modifications and refurbishment of the garages were discussed. Per Mayor Brunger, modifications to the various concepts are being made and additional estimates will be forthcoming.

### **Main Street Paving**

Mayor Brunger said he would like to see the paving of Main Street from the west side of the bridge to Route 174 take place by mid-August. Trustee Clancy moved to allow TDK Engineering Associates (TDK) to do the engineering portion of the Main Street Paving Project. Mayor Brunger will make available to members of the Board copies of the proposal submitted by TDK. There was no second to the motion.

### **COMMITTEE REPORTS**

Budget & Audit: No report per Trustee Clancy

Public Safety & Fire Department: Report to be presented later by the fire department per Trustee Clancy

Revitalization: No report per Trustee Hannon and Trustee Palumbo

Community Development: No report per Trustee Clancy and Trustee Palumbo. Attorney Primo said notification on the Restore New York grant request should be received mid-July. Trustee Hannon asked Mayor Brunger for the Restore New York Grant binder.

Newsletter & Website: A mid- to late-August newsletter was discussed

Flood: Trustee Palumbo reported there is the need for a long-range plan to monitor the water levels in the creek at South Street. A meeting will be scheduled in August with OCWA and they may also attend a Board meeting in late fall to discuss water levels. Trustee Palumbo added he has also been in contact with the New York State Department of Environmental Conservation on Dam Safety.

### **ATTORNEY COMMENTS**

**Local Law No. Two (2) - Upcoming Joint Zoning Board of Appeals and Planning Board Meeting**

In response to a memo he has received from CEO Williams, Attorney Primo asked Clerk/Treasurer Stanczyk to remind CEO Williams to check with him for his availability before setting up a Zoning Board of Appeals and Planning Board meeting. Attorney Primo said he did distribute a draft of the proposed law to the joint boards months ago and asked for their comments.

Attorney Primo asked if it is the Village Board's intent to wait for input from the ZBA and Planning Board before proceeding further on the matter. After brief discussion, Attorney Primo said he will follow up with the joint boards.

#### **Snow Plow Accident Update**

Attorney Primo said he hopes to reach a monetary settlement on behalf of the village.

#### **Zoning Overlay**

Attorney Primo reported he met with Mr. Greg Sgromo regarding design guidelines and expects to receive his materials and comments soon.

### **CLERK/TREASURER'S COMMENTS**

#### **Tax Collection**

Taxes collected to-date total \$33,437.68.

#### **Fire Protection Contract Payment**

The second quarterly installment payment has been received from the Town of Camillus with the next two payments due in July and September.

#### **Legal Fee Invoices**

Invoices for legal fees and advertising costs associated with property development projects were sent to Mr. Richard Kirk (55 Main Street) and Sweet Spot Development (Camillus Cutlery property) today.

#### **Invoice Deadline**

All invoices for payment from the 2008-2009 budget must be received by the Clerk/Treasurer on or before June 17, 2009. Any outstanding purchase orders written in May with receipt of invoice not anticipated until after that deadline should be submitted to the Clerk/Treasurer for monies to be encumbered.

#### **Fire Department Monies**

Attorney Primo advised that since we are in the new fiscal year, according to the recently adopted local law, a check in the amount of up to 35% for payment of the line items specified in the local law should be made out to the Camillus Fire Department, Inc.

#### **Fire Department/Village Audit Quotation**

Clerk/Treasurer Stanczyk presented to the Board a quotation for accounting services per her recent meeting with a municipal auditor and representatives of the fire department.

Attorney Primo asked CFD President Jesse Norcross about the department's plan for the clerical assistance required for the accounting process in accordance with the policy. Clerk/Treasurer Stanczyk said the auditor they met with recommended the clerical help be employed by the Village.

Mayor Brunger and Attorney Primo will contact additional accounting firms to discuss the auditing process and assistance in developing the procedures for execution of the procurement local law and compliance with the requirements of the fire protection agreement

with the Town of Camillus.

### **PUBLIC COMMENTS**

#### **Water Problems on Maple Drive**

Mr. Jim Cherchio of Maple Drive spoke of an issue with excess water in his yard, water and mold in his basement, and septic system problems. He said CEO Williams is working on the water issue. Mr. Cherchio asked the Board to consider the possibility of allowing him to connect to the village sewer system. Mayor Brunger said he will discuss the matter with CEO Williams and the engineering group and he will get back to Mr. Cherchio. A discussion on drainage, drainage pipes and the area followed.

### **POLICE DEPARTMENT**

Sergeant Mark Eckert said he had nothing further to report since the last meeting.

### **FIRE DEPARTMENT**

CFD President Norcross submitted an activity report for the month of May and spoke of the following items:

#### **Village Truck Request**

At the suggestion of Mayor Brunger, the fire department will work with DPW Crew Leader Gary Martin on the use of a DPW truck for removal of large items from the firehouse.

#### **35% Monies Request**

The department would like to receive the monies as soon as possible to start using their new budget dollars.

#### **Cell Phones**

The fire department is considering changing cell phone plans. A new plan is available that would save the village approximately \$70-\$80 a month, but if the change is made, the Mayor's phone and DPW Crew Leader's monthly plan costs may increase.

### **FIRE CHIEF'S REPORT**

Deputy Chief Doug Groesbeck presented a department report prepared by Chief Scott Binns. A discussion followed regarding the possible sale of existing fire truck and plans for the purchase of new equipment.

Trustee Clancy reviewed a detailed proposal for the purchase of two (2) new fire trucks - an engine/rescue for ~\$650,000 and a mini/multi-purpose truck for ~\$300,000. The new trucks would be leased with annual payments of \$95,000 for 15 years. As part of the proposed financing plan, the department would sell four (4) older trucks with an estimated total value of \$307,000, less 15% commission, with a projected net return of \$260,950.

The money from the sale of the existing trucks would be used to pay off the loan balance of \$185,592 for Engine 5, which would release a yearly amount of \$39,000 to be used towards the lease payments of the new equipment. A yearly amount of \$56,000 would need to be generated through increased taxes or cutbacks in other budget items. Trustee Clancy reported that Chief Binns was able to identify the following line items that could be shaved or cut: A3410.24 Laptop Computers \$1,500.00, A3410.442 Engine Repairs \$6,000.00, A3410.22 Rescue Equipment \$3,000.00, A3410.414 Computer Software \$3,000.00, A3410.443 Engine Fuel \$1,000.00, and A3410.463 Contractual/Mitson \$23,700.00. The budget expenses that could be diverted as proposed by Chief Binns total \$38,200.00, which when combined with the release of \$39,000 associated with the payoff of the Engine 4 loan

would result in a shortage of funding of \$17,800 or 7.54% of the total budget.

A discussion followed regarding the impact of the new fire truck purchases on village and town taxpayers, borrowing strategies, and justification for the purchase of the new trucks. Mayor Brunger said he will schedule a meeting on the topic with Town Supervisor Mary Ann Coogan. In anticipation of that meeting, Trustee Clancy will have a third person evaluate and estimate the value of the fire trucks that would be sold.

In response to a question from Trustee Hannon, Mayor Brunger said that according to Attorney Primo, we will not have a problem terminating the fire training contract with Mitson, but there may be a charge for the final year.

### **Newly Appointed Officer**

The department appointed Roman Batyuk as 5<sup>th</sup> Lieutenant.

### **AED Purchase Plans**

The department plans to purchase two (2) AED units to be carried in Chief's Cars 2 and 3.

### **Resolution 06092009-5: New York State Chief's Association Conference Training Session Approval**

Trustee Clancy moved to allow the fire department to pay up to \$1,000.00 out of Line Item A3410.44 to go to the training session. Trustee Palumbo seconded the motion that was approved by majority vote of members present.

### **Resolution 06092009-6: New Radios Purchase Approval**

Trustee Clancy moved to allow the fire department to spend \$6,984 for four (4) new radios with monies generated from Line Item A3410.417. Trustee Hannon seconded the motion that was approved by majority vote of members present.

### **Resolution 06092009-7: New Pagers Purchase Approval**

Trustee Clancy moved to allow the fire department to purchase six (6) new pagers for a total cost of \$2,070.00 less \$60 per pager trade-in per manufacturer's rebate offer, with the new pagers to be paid for from monies in the budget line item for pagers and the remainder from A3410.417. Trustee Hannon seconded the motion that was approved by majority vote of members present.

## **OLD BUSINESS**

### **Main Street Paving Project**

The Board discussed the cost estimate provided by TDK Engineering Associates for developing the specifications and bid package for the project (\$3,800) and inspecting the project during the actual construction phase working with the paver (\$3,500-\$5,000) for a total estimate of \$7,300 - \$8,000. Mayor Brunger reported that an asphalt company has estimated the cost for the actual paving portion of the project to be approximately \$53,000 - \$57,000. Clerk/Treasurer Stanczyk confirmed \$46,000 is available from CHIPS monies.

Trustee Clancy questioned if the CHIPS money for next year could be used for this project. Trustee Clancy said she thought \$50,000 is currently available in CHIPS money and suggested Clerk/Treasurer Stanczyk monitor the CHIPS balance. Trustee Clancy also suggested we approach Onondaga County as most of the people who use the street do not live in the village.

Mayor Brunger summarized saying that the village would owe between \$12,000 and \$14,000 based on the paving only portion of the project coming in at \$60,000. He added that engineering costs would be somewhere between \$7,000 and \$8,000, and given the budget for paving is \$70,000, if we are short, we can move monies from the engineering fund.

**Resolution 06092009-8: Main Street Paving**

Trustee Clancy moved to proceed with the Main Street paving project. Trustee Palumbo seconded the motion that was approved by majority vote of members present. Clerk/Treasurer Stanczyk will discuss the status of CHIPS monies with Crew Leader Gary Martin.

**Resolution 06092009-9: Approval of Abstracts**

Trustee Clancy moved to approve payment of Abstract #23 [Vouchers 0545-0548 totaling \$2,322.27] and Abstract #24 [Vouchers 0549-0594 totaling \$36,644.26] as presented. Trustee Palumbo seconded the motion that was approved by majority vote of members present.

**Missing Firehouse Records**

Mayor Brunger asked Sergeant Eckert to have the Camillus Police Department investigate Ms. Belle Brown's claim that records are missing from the firehouse.

**Resolution 06092009-10: Relocation of Records**

Trustee Clancy moved to relocate the official records from the current first floor archive room to a locked storage room on the second floor and to develop a written procedure on how the Board will access the records. Trustee Palumbo seconded the motion that was approved by majority vote of members present.

**Map Storage**

Trustee Hannon suggested the old maps should be duplicated or put on disk. Clerk/Treasurer Stanczyk said there was a records management grant awarded the village a few years ago and she is not sure what ever happened to that money.

**Munro Park Map**

Trustee Hannon reported she has received the map of work that was done at the park from Mr. Fred Miller of the Nine Mile Creek Conservation Council. The map shows the mow lines and the map will be shared with Crew Leader Gary Martin.

**Conference of Mayor's Dinner Meeting**

Plans for the upcoming July meeting to be hosted by the Village were discussed.

**Resolution 06092009-11: Meeting Minutes**

Trustee Hannon moved to approve the minutes of the May 12, 2009 meeting. Trustee Palumbo seconded the motion that was approved by majority vote of members present.

**ADJOURNMENT**

Trustee Clancy moved to adjourn the meeting. Trustee Hannon seconded the motion that was approved by majority vote of members present and the meeting was adjourned at 9:50 PM.

Respectfully Submitted,

Susan J. Clarke

Administrative Assistant  
Clerk/Treasurer's Office

Minutes APPROVED by Resolution 09082009-4

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