

VILLAGE OF BLACK RIVER
ANNUAL MEETING AGENDA
DECEMBER 4, 2017

Administration of oath to elected officials.

Leland Carpenter, Mayor, two-year term expiring November 30, 2019.

Francis Dishaw, Trustee, two-year term expiring November 30, 2019.

Michael Caldwell, Trustee, two-year term expiring November 30, 2019.

Mayoral Appointments:
(Not Subject to Board Approval)
Deputy Mayor
Trustee Francis Dishaw

Board Appointments:
None.

Mayoral Appointments Subject to Board Approval

Kristin Williams, Clerk-Treasurer, two-year term expiring November 30, 2019.

Connie Wonderly, Deputy Clerk-Treasurer, two-year term expiring November 30, 2019.

Kristin Williams, Registrar of Vital Statistics, two-year term expiring November 30, 2019.

Connie Wonderly, Deputy Registrar of Vital Statistics, two-year term expiring November 30, 2019.

Thomas Boxberger, Health Officer, four-year term.

William Reichard, Historian, one-year term.

Michael Montigelli, Planning Board Member, three-year term expiring December 31, 2020.

Shelby Morgia, Planning Board Member, three-year term expiring December 31, 2020.

Harold Wheeler, Planning Board Member, three-year term expiring December 31, 2020.

Christopher Mueller, Zoning Board of Appeals member, five-year term expiring December 31, 2022.

Standing Committee Appointments:

Disaster Management Coordinator: Mayor Carpenter and Trustee Dishaw

Personnel Officer: Mayor Carpenter and Trustee McCullough.

Planning/Zoning Board of Appeals Liaison: Trustee Caldwell with Trustee Dishaw as an alternate.

Police Department Liaison: Mayor Carpenter and Trustee McCullough.

Recreation Committee: Trustee Decillis.

Sidewalks/Decorations: Trustee Dishaw.

The Watertown Daily Times will be designated as the official newspaper of the Village.

Community Bank, N.A., Black River branch, will be designated as the official depository for Village funds.

Regular Village Board Meetings: Meetings will be held at 6:00 p.m. on the first Monday of each month, unless a holiday falls on the first Monday, in which case the meeting will be held on Tuesday.

Special meetings are scheduled as necessary and will be advertised in compliance with the New York Open Meetings Law and in compliance with requirements as set forth in the Americans With Disabilities Act.

The Annual Meeting will be the first regular meeting in December.

Meeting will be conducted according to the Village of Black River Board of Trustees Rules of Procedure with regard to matters involving points of order and other accepted procedures to conduct Board meetings.

The Treasurer is authorized to pay any utility bills which come due prior to the monthly meeting as well as any other bills may carry an allowable discount at his or her discretion.

Authorization for employees to attend schools, conferences, seminars, etc. conducted for the benefit of local government as provided for in General Municipal Law Section 77-b shall be obtained prior to registration.

Other business.

Regular agenda.

Adoption of the above listed appointments and directives.

Board of Trustees
Village of Black River, New York



Agenda

Regular Meeting

December 4, 2017

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 11/6/17 regular and 11/16/17, 11/27/17 special meetings.
- Public Comment.
- Code Enforcement Report & review of related correspondence.
- Superintendent's Report.
- Clerk-Treasurer's Report.
- Police Department Report.

Correspondence Received:

A) Black River Fire Department

Re: Membership

B) Black River Fire Department

Re: Nominations for Officers

Correspondence Sent:

New Business:

A) Building and zoning permit fee schedule update.

B) Discuss changing Christopher Mueller from ZBA alternate member to ZBA board member.

Unfinished Business:

A) Land purchase update.

-Reports from Standing Committees.

-Reports from Special Meetings.

-Authorize payment of bills; adjournment.

Village of Black River
Board of Trustees
Regular Meeting
November 6, 2017

DRAFT

Mayor Carpenter called the meeting to order and led the Pledge of Allegiance. He asked everyone to observe a moment of silence for the victims of the tragedies in New York City and Texas.

Present:

Mayor Leland Carpenter
Trustee Randolph Lake
Trustee Francis Dishaw
Trustee Gary McCullough
Trustee Corey Decillis
Superintendent Steven Lillie
Police Chief Steven Wood
Clerk-Treasurer Kristin Williams

New Business: Carla Fowler of the Tug Hill Commission was present to discuss the Restore NY Grant Program.

A motion was made by Trustee Dishaw, seconded by Trustee Decillis to adopt the following resolution:

Resolved, that the board hold a public hearing at 5:30 p.m. on Monday, November 27, 2017 in order to hear public comment on a Restore NY grant for property located at 102-104 Maple St. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Dishaw	Yes
Trustee Decillis	Yes
Trustee McCullough	Yes
Trustee Lake	Yes.

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to accept the resignation of Robert Ball as Code Enforcement Officer effective November 6, 2017. The motion was carried.

Superintendents Report: Superintendent Lillie stated that the plow has been set up, the frame and box have been painted on the International dump truck and catch basins have been cleaned.

Clerk-Treasurer's Report: Clerk-Treasurer Williams stated that she had gathered documents for the upcoming audit and had collected water/sewer bills.

Police Report: Police Chief Wood stated that there is a recall on the police vehicle relating to carbon monoxide but that the parts are backordered.

Correspondence Received: The board reviewed an intermunicipal agreement for the Jefferson County Stormwater Coalition.

A motion was made by Trustee McCullough, seconded by Trustee Dishaw to authorize Mayor Carpenter to sign the Jefferson County Stormwater Intermunicipal Agreement. The motion was carried.

The board reviewed a legal services proposal from Attorney Joseph Russell.

A motion was made by Trustee Dishaw, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the board hold a public hearing at 5:30 p.m. on Monday, November 27, 2017 regarding storage container regulations. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Dishaw	Yes
Trustee Decillis	Yes
Trustee McCullough	Yes
Trustee Lake	Yes.

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Lake, seconded by Trustee Dishaw to accept the resignation, with regrets, of zoning board of appeals member Michael Zecher. The motion was carried.

New Business: The board discussed a dangerous tree at the corner of South Main and West Remington St. It was decided that Superintendent Lillie would get a quote for removal of the tree and contact the property owner and ask them to have the tree removed as it is not in the village's right of way.

The board reviewed the list of unpaid taxes.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that the unpaid taxes for the Town of Rutland in the amount of \$16,135.79 and the Town of LeRay in the amount of \$11,059.32 be relieved to the Jefferson County Treasurer. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Decillis	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes

The motion was carried and the resolution duly adopted.

Unfinished Business: Superintendent Lillie stated that he went to the Town of Rutland Planning Board Meeting with Tom Dupell to request a subdivision for property that the village wishes to purchase from him. Superintendent Lillie stated the 32.6-acre property that the village wishes to purchase from Mrs. Burnup doesn't have clear title and that the village could purchase a 10-acre parcel from her that does have clear title.

A motion was made by Trustee Decillis, seconded by Mayor Carpenter to pay the \$70 subdivision fee for the Dupell property to the Town of Rutland. The motion was carried.

A motion was made by Trustee Lake, seconded by Trustee Dishaw to adopt the following resolution:

Resolved, that the following abstract of vouchers be approved: interim abstract dated 10/12/17 in the amount of \$4,601.24 (General Fund: \$3,159.92 Water Fund: \$1,293.19 Trust & Agency Fund: \$148.13) interim abstract dated 10/26/17 (General Fund: \$6,304.93 Water Fund: \$86.55 Trust & Agency: \$146.85) and regular monthly abstract dated 11/6/17 in the amount of \$21,074.01 (General Fund: \$15,580.18 Water Fund: \$5,439.08 Sewer Fund: \$54.75). The motion was put to a vote as follows:

Village Board
November 6, 2017
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Mayor Carpenter	Yes
Trustee Decillis	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee McCullough	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee McCullough, seconded by Trustee Lake to adjourn the meeting at 8:10 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

Village of Black River
Board of Trustees
Special Meeting
November 16, 2017

DRAFT

Mayor Carpenter called the special meeting to order at 5:30 p.m.

Present:

Mayor Leland Carpenter
Trustee Francis Dishaw
Trustee Corey Decillis
Trustee Randolph Lake
Trustee Gary McCullough
Attorney Mark Gebo
Superintendent Steven Lillie
Clerk-Treasurer Kristin Williams

Attorney Gebo was present to discuss the clean-up of the property at 119 N. Main St. The board discussed the condition of the porch on the property. Attorney Gebo stated that the porch may be removed as stated in the court order but must be left in a safe condition. The board discussed the lawn and decided that any growth under three inches in diameter should be removed.

The board discussed lawn maintenance. Attorney Gebo stated that enforcement of lawn violations could be built into the code and that after due process, an evidentiary hearing could be held by the board instead of sending lawn violations to court.

Trustee Dishaw exited at 6:40 p.m.

A motion was made by Trustee Lake, seconded by Trustee McCullough to adopt the following resolution:

Resolved, that John Wiley be hired as Code Enforcement Officer Part-Time with a one-year probationary period. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Lake	Yes
Trustee McCullough	Yes
Trustee Decillis	Yes
Trustee Dishaw	Absent

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Lake, seconded by Trustee Decillis to adjourn the meeting at 6:58 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

Mayor Carpenter called the special meeting to order at 5:30 p.m.

Present:

Mayor Leland Carpenter
Trustee Francis Dishaw
Trustee Gary McCullough
Trustee Randolph Lake
Trustee Corey Decillis
Superintendent Steven Lillie
Clerk-Treasurer Kristin Williams

A motion was made by Trustee Dishaw, seconded by Trustee Decillis, to open the public hearings regarding storage container regulations and the Restore NY Grant at 5:31 p.m. The motion was carried.

Carl Culbertson, 139 N. Main St. expressed concern regarding someone having a container on their property for a construction project and then not being able to have another one on their property if they begin another construction project within a year. Trustee Decillis explained that usage of a container for construction projects would be issued with the building permit so that would not be a concern.

Julie Sprague, 170 Maple St. expressed support for the Restore NY Grant sought by Betsy Hennessey for property at 102-104 Maple St. and asked that the board vote to support project.

Victoria Jellie, 152 W. Remington St. expressed support for the project.

A motion was made by Trustee Decillis, seconded by Trustee Dishaw to close the public hearings at 6:36 p.m. The motion was carried.

A motion was made by Trustee McCullough, seconded by Trustee Decillis to adopt the following resolution:
Resolved, that the storage container regulations be adopted. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Decillis	Yes
Trustee Lake	Yes
Trustee Dishaw	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Decillis, seconded by Trustee McCullough to adopt the following resolution:
Resolved, that a resolution in support of the Round 5 Restore NY Grant Application (see attached) be approved. The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee McCullough	Yes
Trustee Decillis	Yes
Trustee Lake	No
Trustee Dishaw	Yes

The motion was carried and the resolution duly adopted.

A motion was made by Trustee Dishaw, seconded by Trustee Decillis to adjourn the meeting at 6:35 p.m. The motion was carried.

Respectfully submitted,

Kristin Williams
Clerk-Treasurer

Black River Fire Department, Inc.

P.O. Box 95

Black River, New York 13612

Established in 1890

October 11, 2017

Dear Village Board of Directors:

The following individual has applied to the Department for membership:

Shane Clark 127 West Remington Street

An arson investigation and criminal background check have been completed. References listed on the application have been called. In addition, the individual has met with an interview committee and has been approved.

Sincerely,



Mark Wonderly, Secretary
BRFD

Black River Fire Department, Inc.

P.O. Box 95

Black River, New York 13612

Established in 1890

November 27, 2017

Dear Village Board of Directors:

The following individuals have been nominated for office in the Black River Fire Department for 2018 as indicated:

President	Carl Culbertson
Vice President	Joe Paige John Schumacher Scott St. Onge

Secretary	Mark Wonderly
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Treasurer	Wayne Robbe
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Chief	Matthew Carpenter
1 st Assistant Chief	Les Williams
2 nd Assistant Chief	Wallace O'Neill

Board of Directors (Three to be elected)	J. Gaines J. Paige P. Shephard William Lamb Mike Semrau
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The election is scheduled for the December monthly meeting. The results of the election will be forwarded to the Board for approval.

Sincerely,



Mark Wonderly, Secretary
BRFD

Fees Not Covered By Above Schedule

All inspections for a mobile home	\$60
All inspections for a modular home	\$90
Installation of a swimming pool (includes electrical)	\$40
Installation of a heating unit (solid fuel) &/or chimneys	\$40
Replacement of septic tank & leach field	\$60
Replacement of septic tank <u>only</u>	\$35
Replacement of leach field <u>only</u>	\$35
Septic system inspection/repairs to existing systems	\$35

Renewing Permits

In the event that a building permit must be renewed, a fee of not less than \$25 nor more than 50% (excluding permit fees under \$50) of the original building permit fee will be charged prior to re-issuance of the permit.

Final certificate of occupancy/compliance - No Charge

In the event an application for a permit is not approved, the applicant shall be entitled to a refund of the fees paid, less \$35 application fee, provided no work has commenced. If work has commenced and the application is not approved, the fees paid shall not be refunded.

Booklet Charges:	Zoning Law	\$10.00
	Subdivision	5.00
	Sewers/Sewage Disposal	5.00

Rev. 12/92
Rev. 10/95
Rev. 9/2/97
Rev. 8/3/98

VILLAGE OF BLACK RIVER FEE SCHEDULE

ARTICLE I. INTRODUCTION

The following RULES, REGULATIONS and FEE STRUCTURE associated with the Village of Black River Zoning Law and the Subdivision Control Law are hereby adopted by the Village Board of the Village of Black River on this 6th day of June, 1988, amended this 4th day of January, 1993.

ARTICLE II. FEES ASSOCIATED WITH SUBDIVISION CONTROL LAW

2.05 Application Fees: Application fees are to cover filing costs, public hearing costs, administrative costs, and overhead costs. Fees are as follows:

	<u>Sketch</u>	<u>Preliminary</u>	<u>Final</u>
Minor Subdivisions	none	none	\$25
Major Subdivisions	none	\$25 & \$10/lot	\$25

The final plat fee for major subdivisions may be waived by the Planning Board, if the Planning Board has also waived the final plat public hearing.

All fees to be paid to the Village Clerk during regular business hours.

2.10 Engineering & Legal Fees: Major subdivision applications may be referred to an engineer and/or attorney determined by the Planning Board on retainer for review when the Planning Board deems necessary. The applicant shall pay actual costs attributable to the engineer's and/or attorney's review of the application.

2.15 SEQR Fees: Pursuant to Section 617.17 of Part 617 "State Environmental Quality Review" (SEQR) of the New York State Consolidated Rules and Regulations (NYCRR) and Subdivision 8-0109.7 of the New York State Environmental Conservation Law (ECL), the Planning Board, acting as lead agency, shall charge a fee to the applicant to cover the actual costs of preparing or reviewing an environmental Impact Statement (EIS). The applicant shall not be charged for both the preparation and review of the EIS. If applicant prepares the EIS, the Planning Board shall charge applicant for the actual cost of the review. If applicant does not choose to prepare EIS, Planning Board shall charge applicant for the actual cost of preparing EIS.

- 4.10 Interpretations: Applications for interpretations filed with the Zoning Board of Appeals shall be accompanied by a \$10 fee. This fee is to cover filing costs.
- 4.15 Variances: Applications for variances filed with the Zoning Board of Appeals shall be accompanied by a \$25 fee. This fee is to cover filing costs and public hearing costs.
- 4.20 Planned Developments: Applications for zone changes associated with Planned Development (PD) Districts shall be accompanied by a \$100 fee. This fee is to cover filing costs, public hearing costs, administrative costs, and overhead costs. PD District applications shall be subject to Article III of this resolution if PD status is conferred upon the application and special permit is applied for.
- 4.25 Engineering & Legal Fees: Applications for PD Districts may be referred to an engineer and/or attorney, as determined by the Planning Board, on retainer for review when Village Board deems necessary. The applicant shall pay actual costs attributed to the engineer's and or attorney's review of the application.

ARTICLE V. FEES FOR INSPECTIONS

- 5.05 Inspections: There will be a \$50 inspection fee for any permit or application review of PD District or subdivisions which require a site inspection by the Village Enforcement Officer or any other agent of the Village designated to do such inspections. Any fees for professional services deemed necessary by the Enforcement Officer shall be in addition to the inspection fee.
- 5.10 Payment of Fees: Inspection fees associated with permits and approvals for the Village Zoning Law shall be paid prior to the issuance of a certificate of occupancy by the Enforcement Officer. Inspection fees associated with Subdivision Control Law reviews shall be paid prior to final approval of the plat. 12/92