

**VILLAGE OF BLACK RIVER**  
**ANNUAL MEETING AGENDA**  
**DECEMBER 5, 2016**

Administration of oath to elected officials.

Gary P. McCullouch, Trustee, two-year term expiring November 30, 2018.

Corey Decillis, Trustee, two-year term expiring November 30, 2018.

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

Board Appointments:  
None.

Mayoral Appointments Subject to Board Approval

David Lachenauer, Code Enforcement Officer, one-year term.

William Reichard, Historian, one-year term.

Brian Serota, Planning Board Member, three-year term expiring December 31, 2019.

William Reichard, Zoning Board of Appeals member, five-year term expiring December 31, 2019.

Standing Committee Appointments:

Disaster Management Coordinator: Mayor Carpenter and Trustee Lake.

Personnel Officer: Mayor Carpenter and Trustee McCullouch.

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

Police Department Liaison: Mayor Carpenter and Trustee Lake.

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.

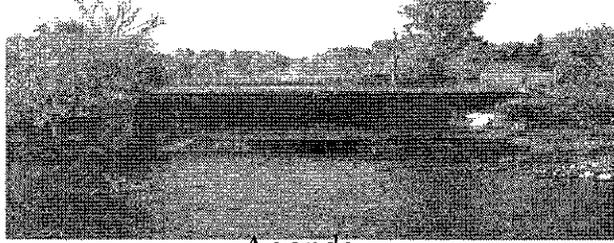
Authorization for employees to attend schools, conferences, seminars, etc. conducted for the benefit of local government as provided for in General Municipal Law Section 77-b shall be obtained prior to registration.

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 5, 2016

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 11/7/16 regular meeting.
- 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
- B) John Cook

Re: Nominees for office  
Re: Proposed changes to sidewalk code

Correspondence Sent:

New Business:

- A) Public hearing for fixed and variable sewer rate.
- B) Elected and Appointed Officials Resolution.

Unfinished Business:

- Reports from Standing Committees.
- Reports from Special Meetings.
- Authorize payment of bills; adjournment.

Village of Black River  
Board of Trustees  
Regular Meeting  
November 7, 2016

Mayor Carpenter called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Present:

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

A motion was made by Trustee Decillis, seconded by Trustee McCullough to approve the minutes of the October 3, 2016 regular meeting and the October 6, 2016 special meeting. The motion was carried.

Public Comments: Laurie and Russell Faunce, 137 Stafford Drive were present to discuss the storage container on their neighbor's property. They stated that they had been told it would be there until spring but were concerned that it may reappear the following year. Mayor Carpenter stated that he had spoken with the chairman of the Planning Board about the issue and that the Board would revisit the discussion of storage containers.

Code Enforcement Report: The Board reviewed written correspondence.

Superintendents Report: Superintendent Lillie stated that the vehicles are ready for snow removal and that leaf pickup has been heavy. He stated that they had made a repair to the sidewalk leading up to the bridge. Superintendent Lillie stated that paving had been completed on Wendell Lane, Rogers Road and Pine Drive and that they had repaired a water leak on South Main Street.

Clerk's Report: Clerk- Treasurer Burroughs stated that she and Deputy Clerk Connie Wonderly had participated in a demo of a utility billing program that is cloud based and would allow for e-billing and auto payments as well as online payments with checks and credit cards. She stated that she would possibly like to discuss the program at budget time. Clerk Treasurer Burroughs stated that the audit would begin Monday the 14<sup>th</sup>.

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

**Resolved,** that Mayor Carpenter be authorized to sign the letter of commitment to Furgison & Company for the upcoming audit. The motion was put to a vote as follows:

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

The motion was carried and the resolution duly adopted.

Police Department Report: Police Chief Wood stated that he participated in a lockdown at Evans Mills Primary School. He stated that Jefferson County will be purchasing radios for the police department and that Brookfield Power will be providing funding to replace the vests.

Correspondence Received: The Board reviewed a facilities use request form.

A motion was made by Trustee Decillis, seconded by Trustee Lake to approve the facilities use request from the Sally Ploof Hunter Library for the annual Cool Yule celebration to take place on Saturday December 3, 2016. The motion was carried.

The Board reviewed a letter from a resident expressing interest in the vacancy on the Zoning Board of Appeals.

A motion was made by Trustee Decillis, seconded by Trustee Lake to appoint Robin Ireland as a member of the Zoning Board of Appeals to fill the unexpired term of Russell Stegemoller. The motion was carried.

New Business: The Board reviewed the list of unpaid taxes.

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

**Resolved**, that the unpaid taxes for the Town of Rutland in the amount of \$8,780.01 and the Town of LeRay in the amount of \$7,522.16 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.

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

**Resolved**, that the resolution for the New York State and Local retirement system regarding elected and appointed officials be adopted. The motion was put to a vote as follows:

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

The motion was carried and the resolution duly adopted.

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

**Resolved**, that a public hearing be set for the December 5, 2016 meeting to hear comment on an increase in the variable and fixed sewer rates. The motion was put to a vote as follows:

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

The motion was carried and the resolution duly adopted.

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

**Resolved**, that the Village Board request that the Planning Board review the draft Stormwater Management and Erosion and Sediment Control Law. 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 Dishaw to adopt the following resolution:

**Resolved**, that approval be given to AT&T to upgrade antennas at the cell tower site. 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.

A motion was made by Trustee Decillis, seconded by Mayor Carpenter to adopt the following resolution,

**Resolved**, that the following abstracts of vouchers be approved: interim abstract dated 10/14/16 in the amount of \$9,304.57 (General Fund: \$7,852.22 Water Fund: \$1,315.60 Trust & Agency: \$136.75) interim abstract dated 10/26/16 in the amount of \$9.44 (General Fund: \$9.44) interim abstract dated 10/27/16 in the amount of \$863.32 (General Fund: \$541.20 Water Fund: \$191.51 Trust & Agency: \$130.61) regular monthly abstract dated 11/7/16 (General Fund: \$33,333.75 Water Fund: \$2,244.33). The motion was put to a vote as follows:

Mayor Carpenter	Yes
Trustee Decillis	Yes
Trustee McCullough	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 Mayor Carpenter to adjourn the meeting at 7:47 p.m. The motion was carried.

Respectfully submitted,

Kristin Burroughs  
Clerk-Treasurer



**Black River/Evans Mills Police Department  
MONTHLY REPORT  
NOVEMBER 2016**

The time spent has resulted in the following statistics.

	<u>TOTAL</u>	<u>B/R</u>	<u>E/M</u>
Arrests -	0	0	0
Complaints -	9	4	5
Vehicles Stops -	5	1	4
Tickets Issued -	0	0	0
Accident Reports -	0	0	0
Parking Violations -	6	3	3
Motorists Assists -	0	0	0
Assists Other Agency -	5	2	3
Escorts -	0	0	0
Vehicles Towed -	0	0	0
Property Checks -	11	7	4
Incident Reports -	1	1	0
Domestic Reports -	0	0	0
Offense Reports -	0	0	0
Follow up Reports -	0	0	0
Crimes Reported -	0	0	0
Factory St Radar Cks -	1	0	1

**Days Worked Per Month – 12/30**

**Gas Used: 32.9 GALLONS**

**Hours Worked: 72.5 HOURS**

**Extra Details: Tracs Updates (ticket, accident program), Radar Calibrations, Cub Scout meeting in B/R**

**Miles Driven: 260 MILES**

**Police Chief: Steven C Wood #2701**



**Police Department**

**Village of Black River/Evans Mills N.Y.**



## **Black River Fire Department, Inc.**

P.O. Box 95  
Black River, New York 13612  
Established in 1890

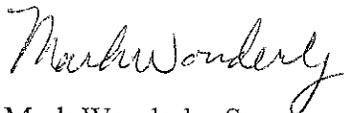
November 23, 2016

Dear Village Board of Directors:

The following individuals have been nominated for office in the Black River Fire Department for 2017 as indicated. The election will be held at the December monthly meeting.

President	Carl Culbertson
Vice President	Joe Paige
Secretary	Mark Wonderly
Treasurer	Michael Semrau Wayne Robbe
Chief	Matthew Carpenter
1 <sup>st</sup> Assistant Chief	Les Williams
2 <sup>nd</sup> Assistant Chief	Wallace O'Neill
Board of Directors (three positions)	Tom Humes Paul Shephard Thomas Zecher Michael Gaines

Sincerely,



Mark Wonderly, Secretary  
BRFD

## Village of Black River Planning Board

**To:** Leland Carpenter, Mayor  
Village Board Trustees

**CC:** Planning Board Members  
Kristin Burroughs, Clerk-Treasurer  
Connie Wonderly, Deputy Clerk-Treasurer  
Dave Lachenauer, Code Enforcement Officer  
Mark Wonderly, ZBA Chairman

**From:** John Cook, Chairman

**Date:** 12/2/2016

**Re:** Village Code Changes

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Please find attached proposed changes to the Village Code pertaining to Sidewalk maintenance. After a number of months of diligent work by planning board members, we believe we have arrived at a number of proposed changes that will clarify the definitions and responsibilities. I respectfully request that the Village Board take the appropriate actions to institute these changes. These changes have yet to be sent to the village attorney for review to be finalized.

Regarding another matter, we have learned that the proposed code changes sent to the Village Board by the Planning Board regarding temporary storage units (i.e. PODS) have yet to be enacted. We would strongly urge you to take action regarding these changes to the Village Code.

If there is anything we can do to assist with items please let us know.

Thanks you.

10/22/2016

**Village of Black River**

**Proposed sidewalk updates**

**128-3 Definition**

**Green Area** – Property located between the street margin boundary and the edge of the paved roadway or unpaved vehicle pathway, with or without sidewalks.

**128-4 Sidewalk Maintenance**

The owner of a lot of record shall be responsible for maintenance of all sidewalks which lie adjacent to their property, within the green area between the street margin and the paved or unpaved roadway surface.

**153-23c**

Upon acceptance by the Village of Black River of all approved and constructed sidewalks, sidewalk maintenance as defined in Section 128 of the Village of Black River Code shall be the responsibility of the adjacent lot owner of record.

**PLEASE NOTE:**

The subdivisions in Section 128 would be rearranged to place "Definitions" under subsection "3" to allow for subsection "4" to be used for Sidewalk Maintenance