

VILLAGE OF BLACK RIVER

ANNUAL MEETING AGENDA

DECEMBER 7, 2020

Administration of oath to elected officials.

Francis Dishaw, Mayor, one-year term expiring November 30, 2021.

Gary McCullouch, Trustee, two-year term expiring November 30, 2022.

Bonnie Proven, Trustee, two-year term expiring November 30, 2022.

Mayoral Appointments:
(Not Subject to Board Approval)

Board Appointments:

Mayoral Appointments Subject to Board Approval

William Reichard, Historian, one-year term.

Michael Montigelli, Planning Board Member, three-year term expiring December 31, 2023.

Shelby Morgia, Planning Board Member, three-year term expiring December 31, 2023.

Thomas Basuchke, Planning Board Member, three-year term expiring December 31, 2023.

Ronald Palmer, Zoning Board of Appeals Member, five-year term expiring December 31, 2025.

Standing Committee Appointments:

Disaster Management Coordinator: Mayor Dishaw

Personnel Officer: Trustee McCullouch.

Planning/Zoning Board of Appeals Liaison: Trustee Lake.

Police Department Liaison: Mayor Dishaw & Trustee McCullouch.

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 7, 2020

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 11/9/20 regular meeting.
- Public Comment.
- Code Enforcement Report & review of related correspondence.
- Superintendent's Report.
- Clerk-Treasurer's Report.
- Police Department Report.

Correspondence Received:

Correspondence Sent:

New Business:

- A) Adopt Retention and Disposition Schedule for NY Local Govt. Records.

Unfinished Business:

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

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

Present:

Mayor Corey Decillis
Trustee Francis Dishaw
Trustee Bonnie Proven
Trustee Randy Lake
Trustee Corey Decillis
Superintendent Les Williams
Clerk-Treasurer Kristin Williams
Police Chief Steve Wood
Others present see sign in sheet

A motion was made by Trustee Dishaw, seconded by Trustee Proven to approve the minutes of the October 5, 2020 meeting. The motion was carried.

Public Comments: Sean Hennessey thanked Mayor Decillis for his work for the village throughout the years. Mayor Decillis stated that Police Chief Wood helped coordinate a police procession for a coworker of his from Verizon who was killed while on the job. Mayor Decillis read a thank you card for the Department of Works from the Village of Brownville regarding a water leak.

Clerk-Treasurer's Report: Clerk-Treasurer Williams stated that Joseph Paige had obtained his water license and that she would like approval to give him his \$1.00 per hour raise as budgeted.

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

Resolved, that Clerk-Treasurer Williams be authorized to increase the hourly rate of Joseph Paige by \$1.00 per hour for completing training and obtaining his water license as discussed at budget time. The motion was put to a vote as follows:

Mayor Decillis	Yes
Trustee McCullough	Yes
Trustee Lake	Yes
Trustee Proven	Yes
Trustee Dishaw	Yes

The motion was carried and the resolution duly adopted.

Clerk-Treasurer Williams stated that a tenant of a property in the village has paid her water bill but has lost her job due to COVID and has asked if her penalty can be waived.

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

Resolved, that the penalty in the amount of \$9.99 be waived for water/sewer account #04890. The motion was put to a vote as follows:

Mayor Decillis	Yes
Trustee McCullough	Yes
Trustee Lake	Yes
Trustee Proven	Yes
Trustee Dishaw	Yes

The motion was carried and the resolution duly adopted.

Code Enforcement Report: The board reviewed letters that Code Enforcement Officer James Holland had written regarding property maintenance issues.

Police Department Report: Police Chief Wood stated that he had training and has been attending meetings regarding police reform. He stated that the committee will have a plan in February.

Superintendent's Report: Superintendent Williams stated that Joe Paige completed water school and got his license. He stated that paving has been completed and Jefferson County will be doing the work on the

shoulders, the heater on the generator has failed and Penn Power will be coming to fix it. He stated that the garbage truck and the leaf vacuum need tires. The board agreed that Superintendent Williams could order the breaker for the Bobcat that was appropriated for in the budget. Superintendent Williams stated that there are about 20 water meters that need to be replaced but the residents have not been receptive to the notices that they have received. The board agreed that Superintendent Williams would get some specs for a replacement plow because the delivery time could be over a year.

New Business: Unpaid tax relevy

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

Resolved, that the personnel policy be amended to include "The Department of Public Works Superintendent and Police Chief (or their designee) may take a vehicle home, at their discretion, if it will be used in the duties of his/her job." The motion was put to a vote as follows:

Mayor Decillis	Yes
Trustee McCullough	Yes
Trustee Lake	Yes
Trustee Proven	Yes
Trustee Dishaw	Yes

The motion was carried and the resolution duly adopted.

The board discussed the parking for the proposed apartments and café at 102 Maple St.

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

Resolved, that the Village Board has reviewed section 175-38 of the code regarding the parking requirement for the Hennessey project at 102 Maple St. and has found that sufficient shared parking exists within 500 feet of the proposed business. There are currently approximately 40 village owned spaces with around 10 being available at all times. The applicant has provided plans showing four dedicated spots for tenants of the proposed apartments on his property. The village is allowing paving on the Village property for the dedicated handicapped parking spot with the understanding that Mr. Hennessey will be responsible for the maintenance and snow removal. The motion was put to a vote as follows:

Mayor Decillis	Yes
Trustee McCullough	Yes
Trustee Dishaw	Yes
Trustee Lake	Yes
Trustee Proven	Yes

The motion was carried and the resolution duly adopted.

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

Resolved, that the following abstracts of audited vouchers be approved: interim abstract dated 10/8/20 in the amount of \$16,609.93 (General Fund: \$3,367.34 Water Fund: \$1,265.50 Sewer Fund: \$11,977.09) interim abstract dated 10/23/20 in the amount of \$10,243.03 (General Fund: \$10,190.29 Water Fund: \$52.74) and regular monthly abstract dated 11/9/20 in the amount of \$51,266.28 (General Fund: \$48,195.15 Water Fund: \$3,071.13). The motion was carried and the resolution duly adopted.

A motion was made by Trustee Dishaw, seconded by Trustee McCullough to enter into executive session at 7:57 p.m. to discuss the employment history of a particular person. The motion was carried.

A motion was made by Trustee Dishaw, seconded by Trustee McCullough to exit executive session at 8:17 p.m. The motion was carried.

A motion was made by Trustee Proven, seconded by Trustee Dishaw to adjourn the meeting at 8:20 p.m. The motion was carried.

Respectfully submitted,
Kristin Williams
Clerk Treasurer

**BLACK RIVER/EVANS MILLS POLICE DEPARTMENT
MONTHLY REPORT
November-20**

	B/R	E/M	TOTAL	Oct-20	Sep-20
ARRESTS -	0	1	1	1	5
COMPLAINTS -	15	18	33	48	29
VEHICLE STOPS -	18	23	41	43	39
TICKETS ISSUED -	8	5	13	13	18
ACCIDENT REPORTS -	1	0	1	0	0
PARKING VIOLATIONS -	0	3	3	1	1
MOTORIST ASSISTS -	0	0	0	0	0
ASSIST OTHER AGENCY -	6	4	10	10	7
ESCORTS -	0	0	0	0	0
VEHICLES TOWED -	0	0	0	1	0
PROPERTY CHECKS -	5	9	14	20	20
INCIDENT REPORTS -	2	4	6	11	7
DOMESTIC REPORTS -	0	0	0	1	0
OFFENSE REPORTS -	0	1	1	3	5
FOLLOW UP REPORTS -	1	2	3	6	11
CRIMES REPORTED -	0	1	1	4	0

DAYS WORKED PER MONTH - 12/30 DAYS

GAS USED - 54.5 GALLONS

HOURS WORKED - 120 HOURS

MILES DRIVEN - 550 MILES

EXTRA DETAILS - Reform meetings and paperwork, BR Elementary drills

POLICE CHIEF, STEVEN C WOOD #2701
POLICE DEPARTMENT
VILLAGE OF BLACK RIVER/EVANS MILLS NY

SC WOOD #2701

UTT Report by Date

From 11/1/2020 to 11/30/2020

Date	Officer Name	Badge	Case Number	Section And Offense	Status	Location	Local Code
11/25/2020	WOOD S	01	C321CJV3TH	37540B INADEQUATE OR NO STOP LAMPS	7	LERAY ST @ HENRY ST EM	20BR00682
11/25/2020	WOOD S	01	C321CJV0VF	1110A DISOBEYED TRAFFIC CONTROL DEVICE	7	S MAIN ST EM	20BR00681
11/25/2020	WOOD S	01	C321CJTXQJ	3752A1 NO/INADEQUATE LIGHTS	7	FACTORY ST @ KEYSER RD EM	20BR00680
11/25/2020	WOOD S	01	C321CJTMWQ	1110A DISOBEYED TRAFFIC CONTROL DEVICE	7	SR 3 @ W REMINGTON ST BR	20BR00679
11/25/2020	WOOD S	01	C321CJTGGO	3752A3 NO/INSUFFICIENT TAIL LAMPS	7	S MAIN ST BR	20BR00678
11/25/2020	WOOD S	01	C321CJTBQM	37512AB1 FRONT WINDSHIELD NON/TRANSPARENT	7	N MAIN ST @ PEARL ST BR	20BR00677
11/21/2020	WOOD S	01	C321CJDDR1	37540B INADEQUATE OR NO STOP LAMPS	7	PEARL ST RD @ N MAIN ST	20BR00668
11/19/2020	WOOD S	01	C321CJ61N7	5091 UNLICENSED OPERATOR	7	S MAIN ST @ PECK ST EM	20BR00665
11/19/2020	WOOD S	01	C321CJ6188	37512AB2 SIDEWINGS/SIDEWINDOWS/NON/TRASNPRINT	7	S MAIN ST @ PECK ST EM	20BR00665
11/13/2020	WOOD S	01	C321CHJT4L	37540B INADEQUATE OR NO STOP LAMPS	7	LERAY ST @ BEAUMONT ST BR	20BR00649
11/05/2020	WOOD S	01	C321CGQ2RQ	1180D SPEED IN ZONE	7	SR3 @ HUNTINGTON ST BR	20BR00634
11/03/2020	WOOD S	01	C321CGH2SZ	37540B INADEQUATE OR NO STOP LAMPS	7	S MAIN ST 200 BLK	20BR00633
11/03/2020	WOOD S	01	C321CGGCL9	37540B INADEQUATE OR NO STOP LAMPS	7	S MAIN ST NEAR DORR FARM B	20BR00632

Summary

Query returned 13 records.

POLICE DEPARTMENT YEARLY HOURS 1440 TOTAL

MONTH		ALOTTED	ACTUAL	BALANCE
				1440
JUN	2020	120	130	1310
JUL	2020	120	111	1199
AUG	2020	120	122	1077
SEP	2020	120	124	953
OCT	2020	120	135	818
NOV	2020	120	120	698
DEC	2020	120		
JAN	2021	120		
FEB	2021	120		
MAR	2021	120		
APR	2021	120		
MAY	2021	120		

REMAINDER AVERAGE FOR FISCAL YEAR 2020/2021 = 116.3

FISCAL YEAR 2020/2021 BALANCE = 698

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Resolved, by the Board of Trustees of the Village of Black River that the Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

Further Resolved, that in accordance with Article 57-A:

- A) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;
- B) only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond established legal minimum periods.