

Board of Trustees  
Village of Black River, New York



Agenda

Regular Meeting

September 11, 2017

- Call to order.
- Pledge of Allegiance.
- Approval of minutes of the 7/31/17 special meeting and the 8/7/17 regular meeting.
- Public Comment.
- Code Enforcement Report & review of related correspondence.
- Superintendent's Report.
- Clerk-Treasurer's Report.
- Police Department Report.

Correspondence Received:

- |                                |                                |
|--------------------------------|--------------------------------|
| A) Letter from Jessie Callahan | Re: Summer recreation program  |
| B) Letter from Brian Serota    | Re: Planning Board resignation |

Correspondence Sent:

- |  |  |
|--|--|
| A) Sally Ploof Hunter Memorial Library | Re: Thank you for summer lunch program |
|--|--|

New Business:

- A) Public hearing for storage container law.
- B) Mileage rate for summer recreation bus trips.

Unfinished Business:

- A) Update on land appraisal.
- B) Summer recreation update.
- Reports from Standing Committees.
- Reports from Special Meetings.
- Authorize payment of bills; adjournment.

Village of Black River  
Board of Trustees  
Special Meeting  
July 31, 2017

DRAFT

Mayor Carpenter called the special meeting to order at 6:00 p.m.

Present:

Mayor Leland Carpenter  
Trustee Gary McCullough  
Trustee Francis Dishaw  
Trustee Randolph Lake  
Clerk-Treasurer Kristin Burroughs

Excused:

Trustee Corey Decillis

Mayor Carpenter stated that there are two applicants for the temporary Code Enforcement Officer position. It was decided that he and Trustee McCullough would interview the applicants and then make a recommendation to the board.

A motion was made by Trustee McCullough, seconded by Mayor Carpenter to approve David Walling as a member of the Black River Fire Department. Trustee Lake abstained from the vote. The motion was carried.

A motion was made by Trustee Dishaw, seconded by Mayor Carpenter to adjourn the meeting at 7:07 p.m. The motion was carried.

Respectfully submitted,

Kristin Burroughs  
Clerk-Treasurer

Village of Black River  
Board of Trustees  
Regular Meeting  
August 7, 2017

DRAFT

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

Present:

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

A motion was made by Trustee Decillis, seconded by Trustee Dishaw to approve the minutes of the July 10, 2017 meeting. The motion was carried.

The board discussed the Code Enforcement Officer position and that Todd DeMar is on medical leave with the village as of July 18, 2017. Mayor Carpenter stated that interviews were held for the position and that he would recommend that the board hire Robert Ball.

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

**Resolved**, that Robert Ball be hired as temporary Code Enforcement Officer part time.

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.

The board discussed the proposed storage container law.

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

**Resolved**, that a public hearing regarding the proposed storage container law will be held at 6:00 p.m. on Monday, September 11, 2017. 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.

Superintendent's Report: Superintendent Lillie stated that the department of public works has worked on sidewalks, installed three fire hydrants and poured the pads for the benches at the Maple Street playground. He stated that he is still waiting for the appraisal of the property abutting the Route 3 pump station property.

Clerk's Report: Clerk-Treasurer Burroughs stated that she set up business online banking at Community Bank N.A. and would now be able to set up direct deposit for employees as well as make bond payments online.

Police Department Report: Police Officer Wood stated that there had been five arrests made in July. He stated that there had been some instances of egg throwing in the village.

Correspondence received: The board reviewed a letter from Attorney Mark Gebo regarding his retirement in June of 2018.

The board agreed to move the September meeting to Monday the eleventh due to the Labor Day holiday on the fourth. Mayor Carpenter told the board that there will be a public hearing on the Route 3 Sewer Board budget on Monday, September 11, 2017 at 4:30 p.m. and that he requested that it be held in Black River.

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

**Resolved,** that following abstracts of vouchers be approved interim abstract dated 7/21/17 in the amount of \$141,906.86 (General Fund: \$6,065.93 Sewer Fund: \$135,699.20 Trust & Agency: \$141.73) and regular monthly abstract dated 8/7/17 in the amount of \$22,914.23 (General Fund: \$19,826.23 Water Fund: \$3,088.00). 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.

A motion was made by Trustee Dishaw, seconded by Trustee Decillis to adjourn the meeting at 7:48 p.m. The motion was carried.

Respectfully submitted,

Kristin Burroughs  
Clerk-Treasurer

**Black River/Evans Mills Police Department  
MONTHLY REPORT  
AUGUST 2017**

The time spent has resulted in the following statistics.

	<u>TOTAL</u>	<u>B/R</u>	<u>E/M</u>
Arrests -	2	0	2
Complaints -	25	13	12
Vehicles Stops -	44	12	32
Tickets Issued -	7	0	7
Accident Reports -	0	0	0
Parking Violations -	3	3	0
Motorists Assists -	0	0	0
Assists Other Agency -	7	5	2
Escorts -	0	0	0
Vehicles Towed -	0	0	0
Property Checks -	31	15	16
Incident Reports -	8	4	4
Domestic Reports -	0	0	0
Offense Reports -	4	2	2
Follow up Reports -	1	1	0
Crimes Reported -	2	2	0

**Days Worked Per Month – 18/31**

**Gas Used: 70.5 GALLONS**

**Hours Worked: 123 HOURS**

**Extra Details: Grand Jury Testimony for John Russell case, Legal update and body cam training**

**Miles Driven: 665 MILES**

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



**Police Department**

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



I just wanted to take a moment to say Thank you for offering the Summer Recreation program here in our Village. My children, Nelin and Kayden Callahan, loved the program so much. It also allowed me to work, my first summer back to work in 8 years! Paula and Lexi were both awesome - very patient both my boys enjoyed them! I hope that you continue to offer this program in years to come, we would definitely attend!!!

Thanks again!

Jessie Callahan  
134 Howe Street  
315-777-8439

August 09, 2017

**MEMORANDUM FOR PRESIDENT BLACK RIVER PLANNING BOARD; JOHN COOK**

**SUBJECT: Letter of Resignation, Brian K. Serota, Planning Board Member**

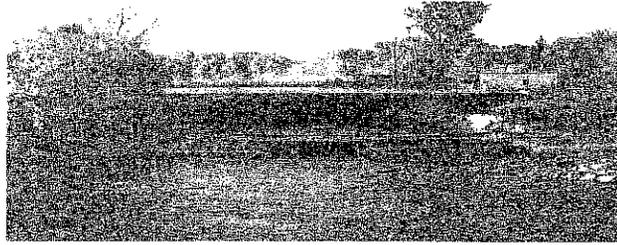
1. It has been my absolute pleasure being a part of the Black River Planning Board and being invested in our community. I have enjoyed my time as a member of the team and learning about some of the aspects of the Village model and operations.
2. You and I had discussed the potential of me leaving the area a about six months ago when I was presented with an opportunity out of state. I ended up taking a position with a company in Springfield, MO and will move closer to family establishing roots for retirement later on. I have decided to resign my position as a Planning Board Member. My last day on the Planning Board will be Friday September 01, 2017.
3. Please do not hesitate to contact me via phone (315) 771-7588 or by email at [bcserota@twc.com](mailto:bcserota@twc.com) should you have any questions. Again, thank you for the opportunity to be an active community member serving our Village.

Respectfully,



Brian K. Serota

Board of Trustees  
Village of Black River, New York



August 29, 2017

Sally Ploof Hunter Memorial Library  
101 Public Works Drive  
Black River, NY 13612

Dear library staff:

On behalf of the Board of Trustees of the Village of Black River, I would like to thank you for your participation in the free lunch program through the Community Action Planning Council (CAPC). Your efforts have benefited children in the village and surrounding communities as well as enhanced our summer recreation program.

Thank you again!

A handwritten signature in cursive script, appearing to read "Leland Carpenter".

Sincerely,

Leland Carpenter  
Mayor

## Village of Black River Planning Board

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

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

**From:** John Cook, Chairman 

**Date:** June 16, 2017

**Re:** Village Code Changes – Temporary Storage Containers

At the May meeting of the Village Planning Board Trustee Frank Dishaw presented a number of proposed edits to the code revisions transmitted to the Village Board earlier this year by the planning board.

As was discussed when I attended the Village Board meeting in March, the Planning Board is generally of the opinion that less specific code definitions are preferable in the case of temporary storage containers as there are simply too many variables and situations to encompass. The board felt it was important to define the intent of the code and yet allow enough specificity to enable the enforcement officer to evaluate applications. The Board is opposed to providing definitive size dimensions for any containers as we felt that those dimensions could change moving forward, or someone may wish to use a container size not listed. Similarly, the board feels that providing examples tends to create confusion and can be contentious. Unless examples are all inclusive for the code section in question we strongly suggest that examples not be placed in the code, other than in a definition.

Attached is a “marked up” version of the changes presented by Trustee Dishaw, which incorporates changes planning board members felt were appropriate and necessary to maintain a workable code based on previous edits and experience with the many pitfalls that are ever present with these matters.

If there is anything further the planning board can do to assist with establishing these code changes, please let me know. Thank you.

May 29, 2017 (Edits in Red text)

--- **TEMPORARY CONSTRUCTION DEBRIS CONTAINERS** are defined as "Commercial Open top roll off containers used to store construction debris."

--- **TEMPORARY STORAGE UNITS** are defined as "Transportable units designed and used for the temporary storage of personal property. Vans, Station Wagons, mobile homes, campers, or any other motor vehicle shall not be allowed as temporary storage units"

--- **ACCESSORY STRUCTURES** are defined as "A permanent structure located on the same parcel as the principal structure which is incidental to the use of the principal structure. Accessory structures shall not include temporary construction debris containers or temporary storage units. "

Section 175-62. **Temporary zoning permits.**

- A. **Temporary uses and structures incidental to a construction project.** Temporary zoning permits may be issued upon approval of the Planning Board for temporary uses and structures incidental to a construction project. Such permit shall not exceed 12 months and may be renewed upon approval of the Planning Board. Such temporary permits shall be conditioned upon agreement by the applicant to remove any nonconforming structures or equipment upon expiration of the permit, substantial completion of the project or to bring the use into compliance by a specified time.
- B. **Temporary construction debris containers.** Temporary zoning permits may be issued by the Enforcement Officer for temporary construction debris containers subject to the following standards:
1. In no case shall containers be located closer than two feet to a side or rear lot line or 10 feet from the edge of the street pavement. ("ten feet from sidewalk" removed as it seemed contradictory and confusing)
  2. Containers shall be allowed on a lot for a maximum period of six months. One extension of 30 days may be granted by the Village Board of Trustees.
  3. Containers may not be placed on a parcel within six months of the expiration of a permit for a container previously placed on the same parcel.
- C. **Temporary storage units.** Temporary zoning permits may be issued by the Enforcement Officer for temporary storage units subject to the following standards:
1. There shall be no more than one storage unit permitted per parcel.

May 29, 2017

2. The maximum size of any temporary storage unit shall not exceed eight feet in width, eight feet in height, and 22 feet in length.

(specific sizes for unit eliminated for reasons described in the cover letter)

3. In no case shall units be located closer than two feet to a side or rear lot line or 10 feet to the edge of the street pavement.

("ten feet from sidewalk" removed as it seemed contradictory and confusing)

4. Units must be maintained in a neat and orderly fashion.

5. Units shall be allowed on a lot for a maximum period of 6 months. One extension of 30 days may be granted by the Village Board of Trustees based on an assessment of the individual situation.

6. Units may not be placed on a parcel within 12 months of the expiration of a permit for a unit previously placed on the same parcel, belonging to the same owner of record.

The planning board felt that "belonging to the same owner of record" was necessary language so as not to impinge upon the needs of a new owner of the property. It was felt the Village should not impose a 12 month moratorium on a parcel which is under new ownership.

7. Failure to remove a temporary storage unit upon expiration of a permit or an unauthorized placement may result in the Village of Black River removing the offending unit, with costs of removal to be paid by the property owner. The Village shall charge for such work the actual costs for such service including time and labor and reasonable charges paid to a removal service, which shall be collected, together with interest and penalties thereon, in the same manner as any other taxes provided in the Village.