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A regular meeting of the Village of Liverpool Board of Trustees was held on February 27th, 2018 at 7:00 PM at 310 Sycamore Street, Liverpool NY

Present:	Gary White	Mayor
	Christina Fitch	Deputy Mayor
	Matt Devendorf	Trustee
	Jason Recor	Trustee
	Bradley Young	Trustee
	John Langey	Attorney
	Mary Ellen Sims	Village Clerk Treasurer
	Greg Sgromo	Engineer

Mayor White called the meeting to order at 7:00 PM. All those present stood for the Pledge of Allegiance.

Also present was Chief Morris, Russ Tarby from Eagle News and approximately 5 other persons.

Update on the Inter Municipal Waste Water Agreement

Mayor White stated that the Village of Liverpool's Municipal Waste Water Agreement expires June 1, 2018. A new fee schedule was sent to the Village effective January 1, 2018.

Water Environment Protection (WEP) stated in a letter dated February 6, 2018 that the 2017 fee schedule will remain in effect until the latter of June 1, 2018, or each IMA's expiration date, unless otherwise notified. The moratorium will provide an opportunity for the parties to discuss and evaluate a new fee schedule.

Solvay Parking Discussion

Mayor White asked the Village Board to review the Village of Solvay's' Vehicles and Traffic code, chapter 160, section 160-75, 160-76 and 160-77 for possible change to our V & T code. At this time, there is no policy or code that states what happens when people don't pay their parking tickets. The Village has no way of pursuing delinquent parking tickets.

Attorney Langey had a preliminary discussion with Village of Solvay and has to follow up with them. The question arose as to who would be the administrator. Mayor White asked Trustee Young to meet with Judge LaValle to review and provide comments on the Solvay Code. The Village Board is considering adopting the Solvay Parking Code.

This will be on the March agenda.

Update on 2018- 2019 Budget

Clerk Sims stated that the worksheets are being returned by the department heads and that there will be a first version of the proposed budgets by the first week in March. Clerk Sims is suggesting that Trustees meet with department heads to discuss their budget requests within the first two weeks of March. A tentative budget will be presented to the Board of Trustees on March 19th, 2018.

Authorization to go to bid on the Hickory and Sixth Street Project

Greg Sgromo, Village Engineer, presented a brief summary of the proposed project. The project will consist of the installation of approximately 1,025 feet of storm sewer ranging in size from 12 inch to 18 inch along Hickory and Sixth Streets, reconstruction of approximately 480 feet of Hickory Street, including new pavement and concrete gutters.

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Bids will be received by the Village of Liverpool at the office of the Village Clerk until 2:00 PM on April 5, 2018.

Contract documents may be examined beginning March 5, 2018 at the Village of Liverpool and the office of Dunn & Sgromo. A pre-bid conference is scheduled for March 22, 2018 at 2:00 PM at the Village of Liverpool office.

The estimated cost of the project is approximately \$200,000 for construction and \$50,000 for engineering services. The project will be funded by CHIPS funds, Pave NY and EWR funds in the total amount of \$152,000. Additional funding will be provided from the Village of Liverpool General Fund and Sewer Fund.

Motion was made by Trustee Young, seconded by Trustee Recor to authorize the Hickory and Sixth Street Project to go to bid. Motion Passed.

Motion was made by Trustee Devendorf, seconded by Trustee Recor, to authorize the transfer of \$50,000 from Sewer Fund to Hickory & Sixth Street Project. Motion Passed.

DPW

Trustee Recor asked if the paving on Hickory Street was finished last year or did they have to stop before it was finished. He noted that there are chunks of pavement in the road. Mayor White asked Trustee Recor to get together with Bill Asmus and report back to the Board at the next meeting.

The lights on the side of Johnson Park are continually flickering and Trustee Recor will check with Bill Asmus on this issue.

E-Tax Program

Donald Weber, Director of Real Property Tax for Onondaga County, sent a letter dated January 11, 2018 informing the Village that we would be able to use the E-Tax software when it becomes available. The Village would save \$1.00 per tax bill, plus any savings from support for third party tax programs.

Mr. Weber presented a short demo to the Village Clerk’s office and has offered to come to the Village of Liverpool meeting room to present a demo to the other Village Clerks in Onondaga County in March. The program is very sophisticated, there will be no user fees and will benefit both the Village and the County.

Mayor White signed the letter of intent to use the E-Tax software when it becomes available.

Authorization to sign Engagement letter from Bonadio & Co. for audit services for Village and Village Court for fiscal year ending May 31, 2018

Motion was made by Trustee Young, seconded by Trustee Fitch to authorize Mayor White to sign the Engagement letter from Bonadio & Co. for audit services for Village and Village Court for fiscal year ending May 31, 2018. The cost of the audit is \$12,000 for the Village audit and \$2,000 for the Village Court audit.

Roll Call Vote:

Trustee Fitch	Yes
Trustee Devendorf	Yes
Trustee Young	Yes
Trustee Recor	Yes
Mayor White	Yes

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Motion Passed.

DPW – STATS

Trustee Recor presented the following STATS for DPW:

- 21 UFPO's have been marked for the month
- 19 Sewer Maintenance Calls

No sewer repairs, no banner pole requests and no sign requests

Park Request- Liverpool Masons Easter Egg Hunt (Johnson Park 3/31/2018 from 9:00 AM to 12:00 PM is approved.

Police – STATS

Trustee Devendorf presented the Liverpool Police STATs for the month of January:

- 315 Traffic Stops
- 302 Traffic Tickets issued
- 02 DWI arrests
- 15 Accidents Investigated
- 23 Parking Tickets issued
- 244 Residential Property Checks
- 627 Incidents

The Liverpool Police Department arrested a total of 44 individuals this month with 55 charges filed.

A continuing reminder that the LPD recommends locking your vehicles when unattended and never leave valuables in plain sight inside a vehicle.

Financial – Abstracts

Motion was made by Trustee Fitch, seconded by Trustee Recor, to approve the following abstracts: General Fund Abstract # 009 vouchers # 509-568 in the amount of \$66,960.31 Hickory and Sixth Street project, voucher # 569 in the amount of \$ 37,180.16 and Cemetery Restoration Project, Voucher # 564 in the amount of \$ 1,128.75.

Roll call vote:

- Trustee Fitch Yes
- Trustee Devendorf Yes
- Trustee Young Yes
- Trustee Recor Yes
- Mayor White Yes

Motion Passed.

Transfers

Motion was made by Trustee Fitch, seconded by Trustee Devendorf to approve the following transfers:

From	To	Amount	Number
A1110.43 Court Office Supplies	A1110.4 Court Contractual	88.85	1
A1620.428 Computer networking	A1620.425 Village Hall ISP	675.00	2

A3120.1 Police wages	A3120.13 Police OT	103.11	3
A3120.4 Police Contractual	A3120.41 Police Telephones	600.00	4
A3120.4 Police Contractual	A3120.48 Police Uniforms	99.15	5
A5010.43 Street Admin Office Supplies	A5010.4 Street Admin Contractual	124.68	6
A8140.1 Storm Sewers Wages	A8140.41 Storm Sewers MS4	600.00	7
A3120.1 Police Wages	A3120.13 Police OT	125.13	8
A5142.1 Snow Removal Wages	A5142.13 Snow Removal OT	1382.20	9

Motion Passed.

Onondaga Lake Parkway Project

Mayor White stated that David Smith, Regional Director NYS DOT is meeting with the Village on March 1, 2018 to discuss the project. Three Board members will be present, therefore a special meeting will be called.

Motion was made by Trustee Fitch, seconded by Trustee Young, to call a special meeting for March 1, 2018 at 10:30 AM for the purpose of discussing the Onondaga Lake Parkway Project. Motion Passed.

Johnson Park

Johnson Park Stage is in need of lighting under the canopy. Several different options were discussed. Greg Sgromo, Engineer, commented that their firm has lighting vendors and he will put them in touch with the Village for their recommendations.

The handicap accessible stairs that were installed in Johnson Park need to have railings installed this spring.

There are ruts in the ground in Johnson Park that are in need of being filled before the concert series begins in June and the decorative lighting also needs to be fixed.

Mayor White suggested that perhaps the current round of Community Development Block Grant funds could be applied for to help with these repairs. The deadline for the grant application is March 16th.

1004 Tulip Street

There have been ongoing issues in this area. The Tulip Street project was in June 2008. Attorney Langey will review the contracts and report back to the Board at the next meeting.

Arbor Day Event

Trustee Fitch stated that the Tree Committee is submitting an application for the Arbor Day Community Grant. Applications are due no later than 8:00 PM on February 28th. Maximum grant award is \$1,000. The

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grant, if awarded, will provide for one tree, compost, ties and stakes, a small tree dedication plaque and 400 “plant a tree “ stickers and brochures. This will all be part of the Arbor Day event on April 20th. The event will be held on the grounds of the Liverpool Elementary School with officials from the Village and school present to celebrate the First Arbor Day Event here in the Village of Liverpool.

Outstanding Issues

Mayor White reviewed the outstanding issues and they were updated with the most current information.

Public Comment Period/ Correspondence

A letter was received from the Historical Association of Greater Liverpool thanking the Village Board and the Village DPW for the installation of a new roof on the Liverpool Willow Museum and the addition of the new sidewalk to the Willow Museum ramp.

Mayor White asked if there were any comments from the Public:

None

Minutes

Motion was made by Trustee Fitch, seconded by Trustee Devendorf, to approve the minutes of November 20, 2017, December 18, 2017, January 24, 2018 and February 1, 2018 as revised and presented. Motion Passed. (Trustee Young abstained)

Motion was made by Trustee Devendorf, seconded by Trustee Recor, to move into executive session for the purpose of contract negotiations. Motion Passed.

Motion was made by Trustee Devendorf, seconded by Trustee Young to move out of executive session and return to regular session. Motion Passed.

Motion was made by Trustee Devendorf, seconded by Trustee Young, to authorize Trustee Devendorf to sign the memorandum of agreement between the Village of Liverpool Board of Trustees and the Liverpool Police Department regarding the increased dollar amount for the HRA accounts.

Roll Call Vote:

Roll call vote:

Trustee Fitch	Yes
Trustee Devendorf	Yes
Trustee Young	Yes
Trustee Recor	Yes
Mayor White	Yes

Motion Passed.

Adjournment

Motion was made by Trustee Young, seconded by Trustee Fitch, to adjourn the meeting. Meeting was adjourned at 8:41 PM Motion Passed.

Respectfully submitted,

Mary Ellen Sims
Village Clerk