

April 17th, 2018

REGULAR BOARD MEETING

PRESENT: Mayor Washburn  
Tr Miller, James, Reed, and Bannister  
Supt Wright  
Clerk Gozelski

Also Present:  
R. Uptegrove and D. Hill from Niagara Frontier

At 7:00 pm Mayor Washburn called the meeting to order and led us in the Pledge of Allegiance.

Minutes of previous meeting were read.

A motion was made by Tr Miller, seconded by Tr James, that the minutes be approved from the previous meeting.

Polled: Ayes: Tr Miller, James, Reed, Bannister, and Mayor Washburn  
Noes: None Carried

Public Comments:

Tr Reed was sworn in as trustee for an additional two years. The Oath of Office was administered to David Reed.

R. Uptegrove wanted clarity on shared services, if help was reciprocated for the municipalities in need. He also noted that he was thankful for how quickly they had us up and running again on Glen Iris Rd and Rt 19A.

Bills listed in abstract #22 in the amounts of:

\$7,225.55 in the General Fund, \$36,598.88 in the Electric Fund, \$21,900.19 in the Water Fund, and \$3,891.45 in the Sewer Fund.

A motion was made by Tr James, seconded by Tr Bannister, that the bills be approved and paid.

Polled: Ayes: Mayor Washburn, Tr James, Bannister, Reed, and Miller  
Noes: None Carried

Community Report:

Tr Bannister was approached by L. Deiter that the water shut off cap had been hit by a Village of Castile employee. She inquired if we would replace it. Supt Wright answered, yes we would.

Tr Bannister was also approached by a member of the community to inquire if we can change how we plow the sidewalks because it is causing cosmetic damage to resident's side lawns. Supt Wright informed her that there are many variables to this issue because the sidewalks are not all the same and it makes it incredibly difficult with the snow accumulation to account accurately for each property.

Tr Bannister also reported that the first home game, in the Village Park, for Ball with be May 2, 2018.

Supt Wright responded that he has ordered the necessary supplies and weather permitting, he will tend the field.

Tr Bannister reported that K. Weaver has confirmed that she would be the instructor for Summer Recreation.

Supt's Report:

Supt Wright reported the ramifications of the windstorm from April 4, 2018: two trees came down. When the first fall occurred it hit the secondary, unfortunately, the second tree took out the primary. The crew had to shut down the electric. Also during the storm, the dugout was flipped off its base and tore shingles off of the pavilion. This was reported to Clerk J. Gozelski who then contacted the insurance company and an adjustor came and met Supt Wright at the scene. He also stated that he was going to be changing the locks on the pavilion on the park.

The MEUA called and requested help. J. Norcross, J. Scott, and Supt Wright responded with Supt Wright driving the Digger Truck to Bolivar.

In response to the article posted by a Village resident, prioritization is key in such circumstances, such as an act of God wind storm, when they impact the Village as a whole and needs to keep things safe.

Supt. Tom Wright stated, with much jubilation, that he had received a bid for \$5,500.00 on Auctions international for the '07 Ford plow truck and a check is in the mail.

The DPW crew has been diligently reprogramming the demand meters correctly to assist the Clerk and Deputy Clerk's discovery of discrepancies in select accounts.

Supt Wright, after review from the above stated incident, he is looking for permission to rewire two commercial customers, at our expense, to ensure we are capturing power usage correctly.

A motion was made by Tr Bannister, and seconded by Tr Miller, to spend the estimated money of \$1,000.00 for Commercial customer #1 and \$100.00 for Commercial customer #2 and re-wire with new meter channels to update the meters so that it correctly reports usage.

Polled: Ayes: Mayor Washburn, Tr Reed, Bannister, James, and Miller

Noes: None Carried

#### Clerk's Report:

March Bank Reconciliation was submitted to the Board.

D. Hill asked if there were any questions on the loader and skid steer purchase. He said that he would bring and demonstrate any equipment that we would like to rent/purchase in the future. D. Hill inquired if a decision had been made in regards to the purchase loader and skid steer.

Mayor Washburn said to D. Hill that we would be purchasing the loader in June, as per the bid.

D. Hill replied that all he would need at this time would be a PO on our letterhead.

A motion was made by Tr James, and seconded by Tr Bannister, to approve the following appointment list:

Appointments with term- 04/01/2018-04/01/2019

Mayor	Keith Washburn
Acting Mayors	Dennis Miller & David Reed
Clerk Treasurer	Johanna Gozelski
Deputy Clerk	Courtney Gilkinson
Supt of Public Works	George T. Wright
Zoning Officer	David Swede
Zoning Clerk	Johanna Gozelski
Historian	Linda Little
Recreation Supervisor	Kristi Weaver
Village Attorney	David DiMatteo
<u>Planning Board</u>	
Richard Elias	04/01/12-04/01/21
Margaret Rambler	04/01/10-01/01/19
Kristy Scott	04/01/18-04/01/21
Kevin Belkota	04/01/17-04/01/20
Susan Ferris	04/01/10-04/01/19
<u>Board of Appeals</u>	

Tim Miller	04/01/14-04/01/23
Cheryl Preston	04/01/12-04/01/22
Donald Spencer	04/01/11-04/01/21
James Loomis	04/01/14-04/01/19
Melinda Sacco	04/01/10-04/01/20

Committees

Mayor Washburn	Audit, Employee Relations, Electric, Streets, Water, Town
Trustee James	Grants, Parks and Recreation, Public Service, Zoning
Trustee Miller	Audit, Employee Relations, Electric, Streets, Tow, Zoning
Trustee Bannister	Culture, Grants, Public Safety, Public Service
Trustee Reed	Employee Relations, Parks and Recreation, Public Safety, Sewer
Richard Elias	SLWSC

Culture- Library, Historical Society, Celebrations  
 Public Safety- Fire Department, Rescue Squad  
 Public Services- Cemetery, Senior Citizens, Building, Grounds  
 Official Media- Perry Herald

Mileage reimbursement-\$0.545/mile  
 Board Meetings-1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month

Policies

Investment as approved 04/01/96  
 Procurement as approved 04/01/96  
 Personnel as of 12/19/2017

Polled: Ayes: Mayor Washburn, Tr Reed, James, Miller, and Bannister

Noes: None Carried

A motion was made by Tr Bannister, seconded by Tr Reed, that the following 2018-2019 Budgets be approved:

18-19	GENERAL BUDGET REVENUE	Actual Received 2016-17	2017-18 Modified Budget	Received as of 02/28/18	Proposed 2018-19
<b>REAL PROPERTY TAXES</b>					
A1001	REAL PROPERTY TAXES	267,016	274,900	274,900	296,900
A1081	IN LIEU OF TAXES	3,477	3,400	3,699	3,700
A1090	INTEREST & PENALTIES	2,539	2,500	1,228	2,400
A1170	FRANCHISES	11,716	11,000	5,706	11,000
<b>DEPARTMENTAL INCOME</b>					
A1255	CLERK FEES	74	100	92	100
A1603	VITAL STATISTICS FEES	384	200	90	
A2001	PARK & REC CHARGES	1,700	1,500	550	1,600
A2110	ZONING FEES	569	400	120	400
<b>INTERGOVERNMENTAL CHARGES</b>					
A2260	AMBULANCE SERVICE	12,000	12,000	12,000	12,000
A2262	FIRE SERVICE	43,000	43,600	42,000	43,700
A2350	CULTURE AND RECREATION	2,664	3,000	2,517	3,000
A2376	REFUSE AND GARBAGE	1,408	1,400		1,800
<b>USE OF MONEY AND PROPERTY</b>					
A2401	INTEREST & EARNINGS	207	300	296	300
A2401A	INTEREST & EARNINGS PS	444	300	237	300
A2401B	INTEREST - UNEMPLOYMENT	20	50	20	50
A2401C	INTEREST-EQUIPMENT RES	112	50	32	50
A2410	RENTAL OF REAL PROPERTY	10,800	10,800	9,000	14,400
A2450	COMMISSIONS				
<b>MISCELLANEOUS</b>					
A2610	FINES				
A2665	SALE OF EQUIPMENT			4,000	
A2701	REFUND PRIOR YEARS EXP			0	
A2705	GIFTS & DONATIONS FROM SEWER TO GENERAL	0			

STATE AID					
A3001	STATE REVENUE SHARING	14,768	14,770	14,768	14,770
A3005	MORTGAGE TAX	1,894	2,400	984	2,000
A3040	REAL PROPERTY TAX-STAR		0		
3089	OTHER GENERAL GOVERNMENT	1,083	1,080	977	1,000
A3501	CHIPS	34,166		9,797	
A3820	YOUTH PROGRAM				
A5730	BAN	90,000	80,000	80,000	40000
		500,041	463,750	463,013	449,470
			taxes		296,900
			revenue		152,570
			fund balance		88,380
					537,850

2018-19 GENERAL BUDGET

	Actual Spent 2016-17	2017-18 Modified Budget	Spent as of 2/28/18	Proposed 2018-19	
TRUSTEES					
A1010.1	PERSONAL SERVICES	1,500	1,500	1,125	1,500
A1010.4	CONTRACTUAL	226	300	274	400
MAYOR					
A1210.1	PERSONAL SERVICES	750	750	563	750
A1210.4	CONTRACTUAL	805	1,000	527	800
TREASURER					
A1325.1	PERSONAL SERVICES	17,413	15,600	10,956	27,000
A1325.4	CONTRACTUAL	1,403	1,500	812	1,200
ASSESSMENT					
A1355.4	CONTRACTUAL	1,807	1,100	1,099	1,200
LAW					
A1420.4	CONTRACTUAL	3,119	3,100	736	2,500
ELECTIONS					
A1450.1	PERSONAL SERVICES	184	200	0	200
A1450.4	CONTRACTUAL	60	100	21	100
BUILDINGS					
A1620.1	PERSONAL SERVICES	807	2,000	932	1,500
A1620.4	CONTRACTUAL	12,092	10,000	6,376	9,000
CENTRAL GARAGE					
A1640.1	PERSONAL SERVICES	19,494	21,700	3,605	5,000
A1640.2	EQUIPMENT				
A1640.4	CONTRACTUAL	33,992	20,000	15,188	20,000
SPECIAL ITEMS					
A1910.4	INSURANCE	7,044	7,000	-59	6,600
A1920.4	MUNICIPAL ASSOC DUES	735	800	735	800
A1990.4	CONTINGENT ACCOUNT	25,000		25,000	
FIRE DEPARTMENT					
A3410.1	PERSONAL SERVICES	5,363	2,000	1,703	2,500
A3410.2	EQUIPMENT				
A3410.4	CONTRACTUAL	38,863	55,375	42,418	37,000
AMBULANCE					
A4540.2	EQUIPMENT				
A4540.4	CONTRACTUAL	36,683	7,000	2,437	7,000
STREET ADMINISTRATION					
A5010.1	PERSONAL SERVICES	33,575	34,200	20,128	27,000
A5010.4	CONTRACTUAL	1,332	200	183	200
STREET MAINTENANCE					
A5110.1	PERSONAL SERVICES	20,835	34,000	12,198	18,000
A5110.2	EQUIPMENT			59,000	
A5110.4	CONTRACTUAL	43,622	39,797	25,367	35,000
SNOW REMOVAL					
A5142.1	PERSONAL SERVICES	9,175	15,000	8,602	15,000
A5142.2	EQUIPMENT				
A5142.4	CONTRACTUAL	34,168	25,000	12,124	20,000

<b>STREET LIGHTING</b>					
A5182.4	CONTRACTUAL	13,876	12,000	9,408	13,000
<b>SIDEWALKS</b>					
A5410.1	PERSONAL SERVICES		2,000	0	5,000
A5410.4	CONTRACTUAL	0	3,000	0	5,000
<b>PROGRAMS FOR THE AGING</b>					
A6772.4	CONTRACTUAL	850	850	850	900
<b>PARKS</b>					
A7110.1	PERSONAL SERVICES	6,108	8,000	3,249	12,000
A7110.2	EQUIPMENT				
A7110.4	CONTRACTUAL	9,542	6,000	1,907	9,000
<b>YOUTH PROGRAM</b>					
A7310.1	PERSONAL SERVICES	3,400	3,400	3,400	3,400
A7310.4	CONTRACTUAL	1,929	2,600	647	2,600
<b>HISTORIAN</b>					
A7510.1	PERSONAL SERVICES	950	950	712	950
A7510.4	CONTRACTUAL	4,000	4,000	4,000	4,000
<b>ZONING</b>					
A8010.1	PERSONAL SERVICES	2,487	3,000	1,707	3,000
A8010.4	CONTRACTUAL	295	300	25	300
<b>REFUSE &amp; GARBAGE</b>					
A8160.1	PERSONAL SERVICES	384	500	78	100
A8160.4	CONTRACTUAL	3,031	2,800	883	3,600
<b>CEMETERIES</b>					
A8810.1	PERSONAL SERVICES				
A8810.4	CONTRACTUAL	1,200	1,200	1,000	1,400
<b>EMPLOYEE BENEFITS</b>					
A9010.8	STATE RETIREMENT	14,196	16,000	13,680	13,000
A9020.8	MEDICARE	1,790	1,700	1,078	1,600
A9030.8	SOCIAL SECURITY	7,655	7,300	4,793	6,700
A9040.8	WORKERS COMP	4,829	5,000	4,829	4,400
A9055.8	DISABILITY INSURANCE	124	125	123	300
A9060.8	HEALTH INSURANCE	15,709	20,500	14,472	27,200
		0			
<b>SERIAL BONDS</b>					
A9710.6	PRINCIPAL	109,722	99,965	99,966	90,250
A9710.7	INTEREST	6,661	6,135	6,223	5,900
		533,785	531,547	341,080	537,850

2018-19 ELECTRIC BUDGET

	Actual Spent 2016-17	2017-18 Budget	Spent as of 2/28/2018	2018-19 Proposed Budget	
E721	TOTAL POWER SUPPLY	300,158	300,000	209,075	279,000
E733	TOTAL TRANSMISSION	57	100	42	100
E736-738	TOTAL MAINTENANCE	11,534	12,000	12,772	17,000
E740	TOTAL DISTRIBUTION	150,321	117,900	97,125	129,500
E750	TOTAL STREET LIGHTING	1,119	2,000	4,308	5,800
E761	CONSUMER ACCT & COLLECT	11,186	5,000	3,904	5,200
E780	ADMINISTRATIVE	65,200	120,000	63,058	95,900
	TAXES		500	393	500
	DEBT PAYMENT	20,000	20,000	32,000	32,000
		559,575	577,500	422,677	565,000
				2/28/18	
	REVENUES				
	OPERATING INCOME	572,602	570,000	416,828	555,000
	NON OPERATING INCOME	9,404	7,500	25,765	10,000
		582,006	577,500	442,593	565,000

2018-19

WATER REVENUE

Actual Received 2017-18 Modified as of 2018-19

		2016-17	Budget	02/28/18	
DEPARTMENTAL INCOME					
F2140	METERED SALES	318,320	331,600	250,080	353,350
F2144	SERVICE CHARGES	60	500	710	700
F2148	PENALTIES	8,711	8,000	2,689	3,600
USE OF MONEY AND PROPERTY					
F2401	INTEREST & EARNINGS	137	100	116	100
F2665	SALE OF EQUIPMENT			0	
F2701	REFUND PRIOR YEARS EXPENSE				
F2705	GIFTS & DONATIONS				
F2710	PREMIUM ON OBLIGATIONS				
F5031	INTERFUND TRANSFER	4,026			
	UNEXPENDED FUND BALANCE				
		331,254	340,200	253,595	357,750

2018-19 WATER FUND

		Actual Spent 2016-17	2017-18 Modified Budget	Spent as of 2/28/18	Proposed 2018-19
TRUSTEES					
F1010.1	PERSONAL SERVICES	1,500	1,500	1,125	1,500
MAYOR					
F1210.1	PERSONAL SERVICES	750	750	563	750
SPECIAL ITEMS					
F1910.4	INSURANCE	6,406	6,300	-147	6,500
F1950.4	TAXES	18,700	19,000	19,282	19,300
WATER ADMINISTRATION					
F8310.1	PERSONAL SERVICES	17,128	16,300	10,767	16,000
F8310.4	CONTRACTUAL		0		0
SOURCE OF SUPPLY					
F8320.1	PERSONAL SERVICES	3,994	4,700	1,161	2,000
F8320.2	EQUIPMENT		1,000		
F8320.4	CONTRACTUAL	9,372	8,000	7,047	10,000
PURIFICATION					
F8330.1	PERSONAL SERVICES	7,444	9,000	6,052	9,000
F8330.2	EQUIPMENT	0	1,000	0	
F8330.4	CONTRACTUAL	9,473	11,000	5,529	11,000
TRANSMISSION & DISTRIBUTION					
F8340.1	PERSONAL SERVICES	7,715	7,000	3,940	6,000
F8340.2	EQUIPMENT				9,000
F8340.4	CONTRACTUAL	17,997	15,510	11,189	25,000
EMPLOYEE BENEFITS					
F9010.8	STATE RETIREMENT	4,732	5,300	4,316	4,800
F9020.8	MEDICARE	540	600	374	600
F9030.8	SOCIAL SECURITY	2,310	2,500	1,598	2,500
F9040.8	WORKERS COMP	1,610	2,000	1,609	1,700
F9055.8	DISABILITY INSURANCE	41	50	50	100
F9060.8	HEALTH INSURANCE	5,335	6,800	6,285	10,200
APPROPRIATIONS					
F9901.1	INTERFUND TRANSFER		3,600		3,600
BAN					
F9710.6	PRINCIPAL	120,450	124,400	124,400	126,600
F9710.6	INTEREST	96,127	93,890	47,512	91,600
F9710.7		331,624	340,200	252,652	357,750

2018-19 SEWER FUND REVENUE

Actual Received	2017-18 Modified	Received as of 2/28/18	Proposed 2018-19
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	2016-17	Budget	02/28/18	
DEPARTMENTAL INCOME				
G2122 SERVICE CHARGES	0	350	365	350
G2140 METERED SEWER SALES	319,802	309,750	240,898	321,000
G2148 PENALTIES	6,824	7,200	4,859	6,500
G2401 INTEREST & EARNINGS	146	200	182	200
G2665 SALE OF EQUIPMENT	2,620			
G2705 GIFTS AND DONATIONS				
UNEXPENDED FUND BALANCE				20,100
	329,392	317,500	246,304	348,150

2018-19 SEWER

	Actual Spent 2017-18	2017-18 Modified Budget	Spent as of Proposed 02/28/18 2018-19	
TRUSTEES				
G1010.1 PERSONAL SERVICES	1,500	1,500	1,125	1,500
MAYOR				
G1210.1 PERSONAL SERVICES	750	750	563	750
INSURANCE				
G1910.4 CONTRACTUAL	3,282	4,500	88	3,600
CONTINGENCY				
G1990.4		5,000		5,000
ADMINISTRATION				
G8110.1 PERSONAL SERVICES	25,165	28,200	13,085	25,000
SANITARY SEWER				
G8120.4 CONTRACTUAL	5,313	8,000	4,299	7,000
G8120.2 EQUIPMENT				
SEWER PLANT				
G8130.1 PERSONAL SERVICES	15,698	23,800	16,144	23,000
G8130.2 EQUIPMENT				16,000
G8130.4 CONTRACTUAL	33,360	44,000	44,422	63,000
EQUIPMENT				
G8197.2				
EMPLOYEE BENEFITS				
G9010.8 NYS RETIREMENT	3,155	4,000	3,059	3,200
G9020.8 MEDICARE	339	400	267	400
G9030.8 SOCIAL SECURITY	1,449	1,700	1,139	1,700
G9040.8 WORKERS COMP	1,073	1,100	1,073	1,100
G9055.8 DISABILITY INSURANCE	28	50	49	100
G9060.8 HEALTH INSURANCE	3,500	4,500	4,036	6,800
G9730.6 DEBT SERVICE	185,000	190,000	190,000	190,000
G9730.7 INTEREST	0			
PAY BACK TO GENERAL		25,000	0	
	279,612	342,500	279,349	348,150

Polled: Ayes: Mayor Washburn, Tr Reed, Bannister, James, and Miller

Noes: None Carried

A motion was made by Mayor Washburn and seconded by Tr Miller to send out the Purchase order to Niagara Frontier for June 2018.

Polled: Ayes: Mayor Washburn, Tr Reed, James, Miller, and Bannister

Noes: None Carried

V Ferris submitted the route for the Girl Scout 5K.

A motion was made by Tr Bannister, and seconded by Tr Miller, to approve the mapped route for the Girl Scout 5k on June 9, 2018.

Polled: Ayes: Mayor Washburn, Tr Reed, James, Bannister, and Miller  
Noes: None Carried

A motion was made by Mayor Washburn, and seconded by Tr Bannister, to accept the insurance check from Selective for damage done in the park for \$1,554.23.

Polled: Ayes: Mayor Washburn, Tr James, Bannister, Reed, and Miller  
Noes: None Carried

A motion was made by Tr Miller, and seconded by Tr James, that the following budget transfers be made:

From A1420.4	to	A1355.4	\$ 60.00
A1420.4		A9710.7	\$ 88.00
A1420.4		A9710.6	\$ 1.00
A1420.4		A1010.4	\$ 65.00
F8320.1		F1950.4	\$ 283.00
F8320.1		F1910.4	\$ 3.00
F8320.1		F9060.8	\$ 630.00
G8110.1		G8130.4	\$8500.00
G1910.4		G9060.8	\$ 461.00

Polled: Ayes: Mayor Washburn, Tr James, Bannister, Reed, and Miller  
Noes: None Carried

~~A motion was made by Tr Mayor Washburn, and seconded by Tr James, to schedule a Public Hearing on the Budget on April 13<sup>th</sup> 2018 at 5pm.~~

~~Polled: Ayes: Mayor Washburn, Tr Miller, Bannister, Reed, and James  
Noes: None Carried~~

A motion was made by Tr Miller, and seconded by Tr James, to move \$38,000.00 from the Capital Reserve Fund to the Electric Checking for Capital Work Projects.

Polled: Ayes: Mayor Washburn, Tr James, Bannister, Reed, and Miller  
Noes: None Carried

A motion was made by Mayor Washburn, and seconded by Tr James, that the Sewer Fund pay a one-time annual Real Property Fee in the amount of \$3,600.00.

Polled: Ayes: Mayor Washburn, Tr James, Bannister, Reed, and Miller  
Noes: None Carried

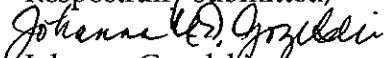
A motion was made by Mayor Washburn, and seconded by Tr Miller, that the Village of Castile employees receive a 3% pay increase and it is to be reflected in the budget.

Polled: Ayes: Mayor Washburn, Tr James, Bannister, Reed, and Miller  
Noes: None Carried

At 7:43pm, a motion was made by Tr Mayor Washburn, and seconded by Tr Miller, to adjourn the meeting.

Polled: Ayes: Mayor Washburn, Tr James, Bannister, Reed, and Miller  
Noes: None Carried

Respectfully submitted,

  
Johanna Gozelski  
Clerk/Treasurer