

THE RUSHVILLE VILLAGE BOARD MEETING

December 11, 2023

DATE: 12/11/23

TIME: 7:00pm

PLACE: The Rushville Village Hall

PRESENT: Mayor David LeClair, Deputy Mayor Chandra Gilman, Trustee Doug Rigby, Trustee Cheryl Hilton-Vadner, Trustee Karen Gorton, Clerk Jeannie Kesel, Code Officer Tim Pagel, DPW Art Rilands, Neal Curtis, Temporary Public Works Supervisor, Fire Chief Jim Adams and Reading Director Dodie Baker

Approximately 11 people attended the meeting (sign in sheet available at the Village Office)

The Mayor called the Board Meeting to order at 7:00 pm.

RE: Salute to the Flag:

The Mayor asked everyone to rise and join in the Pledge to the Flag.

RE: Approval of Minutes:

The Mayor asked the Trustees if they had any corrections to the board minutes from the November 13, 2023 meeting. Trustee Karen Gorton had a couple of corrections. Trustee Karen Gorton made a motion to approve the November 13, 2023 minutes, as corrected. Trustee Doug Rigby made a 2nd to the motion. The motion carried. Deputy Mayor Chandra Gilman did not vote because she was not at the November 13th meeting.

RE: Public Comments:

- None

RE: Resolution 22-2023 Introducing Local Law #1 of 2024 Entitled "A Local Law Amending Local Law #1 of 1986 Providing for Sewer Use in the Village of Rushville"

- The Mayor introduced an introductory resolution and notice of public hearing update to change the sewer unit charge for multiple dwellings from .8 to 1 unit. Final approval is proposed at the January meeting. This change will be effective April 1, 2024 with the first billing July 1, 2024. Somewhat related is that the annual sewer unit charge will increase in 2024 to \$160 per unit effective July 1, 2024 with the first billing October 1, 2024.

The Mayor asked for a motion for Resolution 22-2023. Trustee Doug Rigby made a motion for the approval of Resolution 22-2023 Introducing Local Law #1 of 2024 Entitled "A Local Law Amending Local Law #1 of 1986 Providing for Sewer Use in the Village of Rushville" Trustee Cheryl Hilton- Vadner made a 2nd.

There was a rollcall vote –

Trustee Doug Rigby	Yes
Trustee Karen Gorton	No
Trustee Cheryl Hilton-Vadner	Yes
Deputy Mayor Chandra Gilman	Yes
Mayor David LeClair	Yes

The motion carried.

THE RUSHVILLE VILLAGE BOARD MEETING

December 11, 2023

Clerk Jeannie said that there needs to be a public hearing at the January 8th, 2024 meeting for public comments. Jeannie will get this advertised for 6:50pm on January 8, 2024.

RE: RFQ: Request for Qualifications for Water Treatment Plant Upgrade Project

- The RFQ has been advertised on the Contract Reporter, the Finger Lakes Times and emailed to 8 possible engineering firms. Bids have to be submitted by January 12th. A committee needs to review and score the bids. The Mayor suggested it be the Water Committee – Deputy Mayor Chandra Gilman, Trustee Karen Gorton, Art Rilands and Neal Curtis. Clerk Jeannie said that there needs to be a public hearing on January 29, 2024 at 4:00 pm at the Village Hall to award the engineering contract. She needs a motion for this public hearing.

Trustee Cheryl Hilton-Vadner made a motion to have a public hearing on Monday, January 29, 2024 at 4:00 pm to award the engineering contract for the Water Treatment Plant Upgrade Project. A second was received from Deputy Mayor Chandra Gilman. The motion was unanimously carried.

RE: Mayor's Report:

- Art's Retirement – Art will be retiring from full time employment on December 27, 2023 and will remain on a part time basis after that. He will continue to be the DPW Supervisor until such time that Neal Curtis obtains both water and sewer certifications. As you know, 2 certified operators are required by state law. Currently, we have Art listed as primary and the Town of Gorham as secondary. I am requesting the Personnel committee meet to discuss the terms and duration of the part time agreement that we will need to approve at the January meeting.
- DEC Violation Order – The Village of Rushville was found to be in unsatisfactory compliance with the SPDES Discharge Permit for Municipal Wastewater. To address the issues, the following actions must be taken by the Village
 - A. We will need to submit a plan to diagnose and remove the source(s) of inflow and infiltration into the Village of Rushville collection system. The plan shall include: Identifying and cataloging a list of potential sources of inflow (i.e. manhole cover cracks, damaged clean out risers, illegal sump pump or roof downspout connections, low lying septic tank covers, misaligned lateral pipes) and infiltration (i.e. cracks in sewer main piping, joint separation, root intrusion, water main cross connections, watercourse crossings, groundwater seepage) into the Village collection system.
 - B. The method the Village will employ to identify the contribution and severity of potential sources of I&I to the collection system. Common methods to identify the location of I&I into a collection system include flow monitoring within the collection system, sanitary sewer televising, manhole condition assessments, sewer cleanout inspections, etc.
 - C. An evaluation of where and when the diagnosis of I&I into the collection system will be performed. An importance shall be placed on quantifying the volume of I&I flow within certain sections of the sewer service area such that the investigation into contributors of I&I to the collection system can be narrowed down.
 - D. The method of how any sources or locations of I&I into the Village collection system will be eliminated, repaired, rehabilitated, or replaced, as appropriate.

THE RUSHVILLE VILLAGE BOARD MEETING

December 11, 2023

- E. A proposed schedule for when each of the above listed tasks will be completed. The Village most likely will need to begin a house-by-house inspection of basements to verify properly connected sump pumps in addition to all the other items on the list.
- 13 South Main Street – We shall discuss this matter in Executive Session.

RE: Deputy Mayor's Report:

- Deputy Mayor Chandra Gilman attended the Yates County Planning Board meeting on November 16th and reported on various applications pertaining special use permits and site plan. The Town of Barrington, Jerry Martin submitted a special use permit for a hardware store. Report Attached.

RE: Public Works Supervisor:

Streets:

- The auction for the old backhoe ended today. A decision needs to be made tonight. First the board needs to declare the old backhoe surplus equipment

A motion to declare the old backhoe as surplus equipment was made by Trustee Doug Rigby and seconded by Deputy Mayor Chandra Gilman. The motion was unanimously carried.

A motion to accept the \$35,000 offer for the old backhoe was made by Deputy Mayor Chandra Gilman and seconded by Trustee Doug Rigby. The motion was unanimously carried.

- Haven't done much with snow removal. Christmas lights and banners are up. The guys have been working on equipment.
- Art's Retirement - Art said his last official day is December 27th.

Water:

- It looks like Bay Farms will be using water now at their property on Arnold Road. Looks like there are some horses at the property. The water main does not cross their property on that road. We are trying to get them to put in a meter now. I believe they should be charged for water on that property.
- DOH was here to do an inspection. We have a couple minor violations to correct. Neal has finished his online water training. He'll have to do some training with DOH before applying for his license.

Sewer:

- Flows are starting to go up because of wet weather. We got a bad review from DEC on our sewer flows. Need to take action ASAP. Art believes that we need to get MRB involved because some of the DEC requirements are beyond our capabilities. The Village needs to have a written plan to DEC by the first week in February. DEC appears to be very serious. Trustee Karen Gorton asked if there are any costs associated with this violation. Art said that DEC said the Village could be fined up to \$34,000 per day. Art said that Greg Hoteling, MRB engineer, suggested the Village go back to DEC and ask them to help us out.

THE RUSHVILLE VILLAGE BOARD MEETING

December 11, 2023

- The Village has spent countless hours looking for the problems without much luck. We have documentation on a lot of our work to show DEC, if needed.
- Neal is going to Wastewater school in February for getting his sewer license. Deputy Mayor Chandra Gilman asked if Chris was going to get started training for his licenses. Art said in February or March.

RE: Fire Report:

- Chief Adams said they responded to 5 calls for service in the month of November. Four were in our district and one in the Crystal Beach fire district.
- We conducted two training drills in November. The topics covered were carbon monoxide emergencies and metering and chimney fire operations, and nighttime operations and generator/scene lighting operations.
- We hosted the Rushville Lions Club dinner.
- We had all the air packs tested and they all passed
- We have petitioned the EMS Coordinator of Yates County to change the type of emergency medical calls the Fire Department responds to. We are having problems answering medical calls. The Fire Company has requested that they are only sent to life threatening medical calls. We will continue to respond to motor vehicle accidents with injuries and any rescue type incidents.
- We participated in Rushville's annual Christmastime in Rushville holiday event.
- We participated in a "Code 200" (fire fighter's memorial service and funeral) for Middlesex Hose Company's past chief, Gary Oppelt.

RE: Reading Center Director: (Presented by Deputy Mayor Chandra Gilman)

- "Christmastime" coloring contest will end Tuesday, December 12th. Prizes will be given out at "Finger Lakes Plates" at 4:00 pm.
- Free gingerbread house kits to be made in the library to be taken home. They are on display now. Come see the creativity in each house.
- Dawn went to the Summer Symposium held in Pulteney on December 7th.
- The next Wee Wonder Storytime is Tuesday, December 19th from 10-11 am. - stories, snacks and craft.
- Christmastime in Rushville was enjoyed by all that attended. The Rushville Fire truck brought Santa and was beautifully decorated. Santa helped the Mayor count down to the lighting of the tree. We served hot cocoa and homemade cookies (made by the Congregational Church Ladies Group), thank you. Lots of warm hats, mittens and gloves were given away. "The Living Well" gave away donated children's kits. A craft table was enjoyed by the children. We had a good crowd despite of the weather. Merry Christmas! Thanks to all the volunteers that made this happen. Thank you to the Lions Club for donating the tree and the DPW for helping with the tree. Thank you to the Congregational and Methodist churches and Finger Lakes Plates for.
- doing additional "Christmastime" activities throughout the month of December.

THE RUSHVILLE VILLAGE BOARD MEETING

December 11, 2023

RE: Code Enforcement Officer:

- Issue Permits
- Inspection of projects in progress
- Mosaic project
- On-going inspections of Foster, Bay, and Matcham projects
- Submit completed Hazard Mitigation plan worksheets
- 4 Bryant Square re-hab
- Spoke with Keuka Housing regarding a project on the property they own south of Rubin Drive. This is in the early preliminary stage.

RE: Public Comments:

- None

RE: Clerk:

- NYSCLASS (which includes Cemetery, Reading Center, History Room, Village Savings and Checking) earned \$7,200.64 of interest for the month of November YTD - \$58,946.97.
- Jeannie said she needs a motion to open a checking account at Lyons National Bank for the Water Treatment Plant Upgrade Project

A motion to open a checking account at Lyons National Bank for the Water Treatment Plant Upgrade project was made by Trustee Karen Gorton and seconded by Trustee Doug Rigby. The motion was unanimously carried.

- Jeannie presented a list of budget transfers.

A motion was made by Deputy Mayor Chandra Gilman and seconded by Trustee Doug Rigby to accept the budget transfers. The motion was unanimously carried.

- Election – Jeannie said that Nominating Petitions for the March election can be picked up at the Village Office any time after January 2nd. This year's election is a four-year term for Mayor, 2 four-year terms for Trustee and 1 two-year term for Trustee. The petitions need 25 registered voter signatures and need to be returned by **February 13, 2024.**

RE: Bills:

A motion was made by Trustee Doug Rigby and seconded by Trustee Karen Gorton to authorize payment of the General bills in the amount of \$15,157.32. The motion was unanimously carried.

A motion was made by Deputy Mayor Chandra Gilman and seconded by Trustee Doug Rigby to authorize payment of the Water bills in the amount of \$15,679.78 The motion was unanimously carried.

A motion was made by Trustee Doug Rigby and seconded by Deputy Mayor Chandra Gilman to authorize the payment of the Sewer bills in the amount of \$16,465.33. The motion was unanimously carried.

THE RUSHVILLE VILLAGE BOARD MEETING

December 11, 2023

A motion was made by Trustee Doug Rigby and seconded by Deputy Mayor Chandra Gilman to authorize payment of the Library bills in the amount of \$2,374.64. The motion was unanimously carried.

A motion to adjourn the meeting and to go into Executive Session was made by Deputy Mayor Chandra Gilman and seconded by Trustee Doug Rigby. The motion was unanimously passed. The meeting was adjourned at 7:55 pm.

A motion to open back up the Board Meeting was made by Deputy Mayor Chandra Gilman and seconded by Trustee Doug Rigby at 8:45 pm. The motion was unanimously passed.

A motion to adjourn was made by Trustee Doug Rigby. A 2nd was received from Deputy Mayor Chandra Gilman. The motion was unanimously passed. The meeting was adjourned at 8:46 pm.

Respectfully submitted,

Jeannie Kesel, Clerk/Treasurer

THE RUSHVILLE VILLAGE BOARD MEETING
December 11, 2023