

A Regular Meeting of the Board of Trustees of the Village of Oxford was held on July 27, 2021, at the Village Hall - 20 LaFayette Park, Oxford, NY 13830. Audit Committee met at 7:00 P.M. and Regular Board meeting started at 7:30 P.M.

Present were: Mayor Terry Stark, Trustee Dale Leach, Trustee Dustin Hendricks, Trustee Richard Marks, Trustee Richard Rice, Fire Chief Ron Martin, Clerk-Treasurer Shelly Marks.

Absent: OIC Adam Francis, DPW Superintendent Rick Paden, WWTP Operator Kirk Noetzel, EMS Chief Mark Forrest, Zoning Officer/Dog Warden Roger Barrows

The Village Trustees (Audit Committee) reviewed each of the invoices in the abstract for July 2021.

Mayor Terry Stark called the Regular meeting to order at 7:28 p.m.

The Pledge of Allegiance to the American Flag was given.

PUBLIC CONCERNS:

Rich Phillips was at the meeting (owner of 6 & 8 West Park Street). He saw in the May minutes about repaving on Park Street extension. The ditch area is his concern as it needs cleaning out after every storm. The trucks and school buses that go up and down the road is his concern. He said the road/ditch is being washed out. Sand and stone washes across the road and the DPW pushes it back after a couple of days then once we get another storm, it happens again. Mayor Stark told Mr. Phillips that we will revisit the issue and try to produce a solution to this ditch/road issue. The blacktop will break if much more rain falls. Mr. Phillips believes the ditch needs to be cleaned out so the rain has a place to go and not wash out underneath the blacktop.

Mr. Phillips also wants to know why the fire hydrant is still out of service at the post office. Chief Martin said that this hydrant is one of the best they have in the business district.

Mayor Stark asked the Board about the mask/covid issue. NYCOM has some guidelines suggesting municipalities follow if they choose. Fire Department still cannot conduct BINGO. They are still under certain mandates. The Delta variant of Covid is affecting children more than adults and they are catching it quicker since it is more contagious.

ABSTRACT:

Trustee Leach seconded by Trustee Marks made a motion to approve Abstract #002 as presented. All voted aye and motion was carried.

General Fund	\$32,821.62
Water Fund	\$ 5,432.91
Sewer Fund	\$ 5,610.81
Water Project	<u>\$ 9,059.75</u>
	\$52,925.09

APPROVAL OF MINUTES:

Trustee Hendricks moved and Trustee Rice seconded a motion to approve the June 29th and July 13th, 2021, Meeting Minutes. All voted aye and motion was carried.

TREASURER'S REPORT:

Trustee Marks moved and Trustee Leach seconded a motion to approve the May Treasurer's Report. The June Treasurer's Report has not been started. We are waiting for Williamson Law Books (software company) to create our new fiscal year end program for the fiscal 2021-2022 year.

Budget modifications have been finalized and Inero CPA's have finished the 2019-2020 audit.

JUSTICE REPORT:

Trustee Marks moved and Trustee Rice seconded the motion to approve the June Justice Report from Judge Matott. All voted aye and motion was carried.

OFD REPORT:

Chief Martin mentioned the risk management recommendation report that was done by McNeil and Company. They were at the station for five hours and they wrote up a letter with recommendations to address the issues they found. We have 30 days to respond to them with what we plan on doing to take care of it.

Chief Martin suggests we hire Julie Burline to help with grant writing in the village. She can write any grants that come along that we could apply for. Chief Martin went to NBT and Raymond Corporation to see if he can get some grant monies from some of the neighboring companies.

June yearly services for inspections-all three (3) pumpers, arial ladder truck pumps and hydraulics, all ladders and hoses must be inspected yearly and have been completed. There will be a lot of bills coming in for the projects that have had to be completed.

Hydrants have not been tested in several years. This cleans out the system which is important to have completed yearly. We will have to get SPW Paden and Bill Kelsey involved with this along with Chief Martin and the Board.

Trustee Marks moved and Trustee Leach seconded the motion for resolution for the OFD proposed capital project. All voted aye, motion carried.

Village of Oxford Fire Department Proposed Capital Project

The proposed action is for a riverbank revetment on the 200' section of the Chenango River bordering the northeast property line of the Oxford Fire Station. This control measure will help to mitigate future erosion of the riverbank and improve foundation integrity of the existing building. Additionally, a vacant barn will be demolished and a 60' x 40' apparatus garage for the fire department will be placed on the existing location. Existing concrete pads leading in and out of the fire station vehicle bays will also be replaced/repared as well as the establishment of approximately 15 parking spots.

**SEQR RESOLUTION
DECLARING THE INTENT TO BE LEAD AGENCY**

WHEREAS the Village of Oxford Board of Trustees (hereinafter referred to as Board) has reviewed the SEQR Full Environmental Assessment Form (FEAF) Part 1, on the above referenced Oxford Fire Department Capital project (hereinafter referred to as Capital Project); and

WHEREAS the Board determines that said Action is classified as an Unlisted Action under the State Environmental Quality Review (SEQR) Regulations, and

WHEREAS the Board determines that said Action may be reviewed by other involved agencies under SEQR Regulations; and

WHEREAS the Board determines that it is the most appropriate agency to ensure the coordination of this Action and will provide written notifications to involved agencies, for the purposes of conducting uncoordinated review and making the determination of significance thereon under the SEQR Regulations.

NOW, THEREFORE BE IT RESOLVED that the Board does hereby declare its intent to be designated as the lead agency for the Action.

BE IT FURTHER RESOLVED that the Board and Consulting Engineering Firm (Napierala Consulting) is directed to provide notice hereof to the involved and interested agencies, seeking their concerns in writing on or before **noon on Thursday, August 26, 2021.**

The above resolution was offered by Trustee Marks and seconded by Trustee Leach at a regular meeting of the Board held on Tuesday, July 27, 2021. Following discussion thereon, the following roll call vote was taken and recorded:

<u>Name</u>	Voting Aye, Nay or abstain
Trustee Leach	AYE
Trustee Hendricks	AYE
Trustee Marks	AYE
Trustee Rice	AYE

I, Shelly W. Marks, Clerk-Treasurer of the Board, do hereby attest to the accuracy of the above resolution being acted upon and recorded in the minutes of the Village of Oxford Board for the July 27, 2021, meeting,

BOARD MEETING July 27, 2021

REFERENDUM – OXFORD FIRE DEPARTMENT CAPITAL PROJECT

On motion of Trustee Hendricks, seconded by Trustee Marks, and carried, the following resolution was adopted:

WHEREAS, before certain actions of the board of trustees may take effect, various statutory provisions either require (a “mandatory” referendum) or authorize (a “permissive” referendum) a referendum to be conducted. And

WHEREAS Resolutions and local laws subject to a mandatory referenda do not take effect unless the public approves the legislation at a referendum. And

WHEREAS If a resolution or local law is subject to a permissive referendum, local residents may force a referendum to be held by filing a petition with the local government. If a petition is not filed within the required time period, the legislative act takes effect automatically. And

WHEREAS Pursuant to Village Law Section 9-908, where an act or resolution of the board is subject to a permissive referendum, the board may adopt a resolution submitting the act or resolution to a referendum, eliminating the need for a petition. And

WHEREAS Pursuant to Local Finance Law Section 36, a bond resolution adopted by a Village Board of Trustee is subject to a permissive referendum if a proposed maturity date is in excess of five (5) years. And

WHEREAS The Village is proposing subject to a permissive referendum the following:

- 1) The undertaking of a capital project consisting of the repairs to the fire station riverbank, repairs to the existing station, demolition of accessory building, new construction of a 2400 square two bay replacement building and renovations and upgrades to current station, in an aggregate amount not to exceed \$2,800,000,
- 2) The financing of the project by the issuance of serial bonds in an aggregate principal amount not to exceed \$2,370,000 for a period in excess of five (5) years of Village of Oxford, Chenango County, New York, pursuant to the local finance law to finance said purpose,

- 3) The withdrawal of an amount not to exceed \$430,000 from the Village of Oxford's fire department building capital reserve fund or the receipt of a grant to pay a portion of the costs of such project and
- 4) The delegation of the power to issue bond anticipation notes in anticipation of the sale of such bonds to the treasurer of the Village of Oxford, And

WHEREAS The Village of Oxford Board of Trustees desires to adopt a resolution submitting the proposed Capital Project to a referendum, eliminating the need for a petition.

THEREFORE, BE IT RESOLVED by the Board of Trustees of the Village of Oxford, Chenango County, as follows:

Section 1. The Village Board of Trustees proposes to

- 1) Undertake a capital project consisting of the repairs to the fire station riverbank, repairs to the existing station, demolition of accessory building, new construction of a 2400 square two bay replacement building, and renovations and upgrades to current station, in an aggregate amount not to exceed \$2,800,000,
- 2) Finance the project by the issuance of serial bonds in an aggregate principal amount not to exceed \$2,370,000 for a period in excess of five (5) years of Village of Oxford, Chenango County, New York, pursuant to the local finance law to finance said purpose,
- 3) Withdraw an amount not to exceed \$430,000 from the Village of Oxford's Fire Department building capital reserve fund or the receipt of a grant to pay a portion of the costs of such project and
- 4) Delegated the power to issue bond anticipation notes in anticipation of the sale of such bonds to the treasurer of the village

Section 2. A Special Referendum at a Special Election of the qualified voters of the Village of Oxford will be held at the Fire Station located at 20 Main Street in the Village of Oxford, Chenango County, New York, on September 28, 2021, at 12:00 o'clock P.M. (Prevailing Time) and the polls to remain open until 9:00 o'clock P.M. (Prevailing Time) or as much longer as may be necessary to enable the voters then present to cast their votes upon the proposal.

Section 3. The referendum will be conducted by village pursuant to Village Law, Article 9. Municipal Home Rule Law Section 24(1)(b) and pursuant to Section 9-902 to hold referendum no less than 10 but not more than 60 days after passing said resolution.

Section 4. Village Board authorizes and directs Village Clerk-Treasurer to conduct referendum to include the following:

- a. Prepare a list of voters for the referendum by utilizing the following:
 - The register of electors from the last preceding village election;
 - The town register of electors for the last preceding general election covering area of the village;
 - The last preceding county register of electors; and
 - Any other official record or source that will aid in producing the most accurate registration list of electors.
- b. Provide notice to electors and conduct special election in the same manner as the general village election for officers.

- c. Contact Bond Counsel and provide information to develop Bond Resolution by August 6th.

Section 5. It is hereby determined that the Board adopting this resolution has declared to be the lead agency under the State Environmental Quality Review Act ("SEQRA") and the regulations promulgated thereunder for purposes of determining the environmental impact of the project described in Section 1 hereof.

Section 6. This resolution shall take effect August 17, 2021

Grant status has been approved for Engine 261. The chassis will be completed at the end of the year. We will ask for a \$110,000 grant for 25-years at 2.2% interest loan for the truck.

EMS REPORT:

Mayor Stark and Mark Forrest interviewed for the ALS/BLS positions and several have answered yes to the position that was offered to them. This position is part time for 36 hours and the hours are 8:00 am – 8:00 pm. 80% of the EMS calls are received during these times. There is enough money to have the EMS paid staff for approximately 18 months.

CODE ENFORCEMENT:

The residents at Fayette Street have been issued a citation and we will wait to see what we end up doing once they appear in court.

WWTP:

WWTP Operator Noetzel submitted his monthly report. He took 8.86 ton of sludge to the dump and he received 61,500 gallons of septage. There are 14,221 miles on the truck. He will be getting two (2) new tires for the front in the near future for approximately \$500. The rear tires were replaced several months ago.

Trustee Leach had a garage sale last week and a lady told him she smelled an awful smell and wondered what it was. WWTP Operator Noetzel told Trustee Leach that they brought in bulk septage that came from a holding tank that they wanted to get rid of. WWTP Operator Noetzel had to move the septage through the plant making the odor unbearable. He would like to say that we cannot take bulk septage from a holding tank. There were two tractor trailer loads that Trustee Leach saw. We must work on the odor and possibly eliminate bulk septage from a holding tank.

If any board member has any suggestions to help with the odor, let Mayor Stark know. Also, contact WWTP Operator Noetzel to figure out options on these odor issues.

An offer letter went out to a potential candidate for the WWTP position. Mayor Stark is certain he will accept it but he wanted to think about it and let us know. The candidate met with Mayor Stark and asked him several questions about the position. He will let Mayor Stark know by the end of the week.

Mayor Stark asked for permission to investigate a deferred compensation plan. The Board said it was okay for him to do this. 125 plan and deferred plan with no match by the Village.

POLICE DEPARTMENT:

OIC Francis sent his monthly report.

DEPARTMENT OF PUBLIC WORKS:

Park Street Extension Project - Yacano has given us a \$16,500 quote for this work for cost of material. They are planning to complete this work the second week of September to October time frame. Total project cost is \$40,000.

Pavement line striping options - \$4,400 was a quote that the DPW received to purchase a Titan PowrLiner 3500 Paint Striping Machine Spray Gun. Trustee Hendricks moved and Trustee Marks seconded the motion to approve spending up to \$5,000 for a Striping machine. All voted aye and motion was carried.

OLD BUSINESS:

None

NEW BUSINESS:

Catherine Ulfik (5 Greene Street) has an issue with a tree that is out in front of her house. She said it is in extremely poor condition and branches fall from it all the time. We need to get Cook's Tree Service up to look at this tree. We will let her know that it does not appear to be dangerous but we will have it looked at.

Issues with Boname Park have been sent to Trustee Rice and Trustee Marks since they are on the parks committee. We will contact the police about monitoring the park for trespassers that are in there after hours.

TRUSTEE COMMENTS:

No comments

ADJOURNMENT:

Mayor Stark made a motion to adjourn the meeting at 10:31 pm

Next Regular meeting will be August 31st at 7:30

Respectfully Submitted,

Shelly W. Marks
Clerk-Treasurer