

A Regular Meeting of the Board of Trustees of the Village of Oxford was held at 7:00 pm on December 18, 2018 at the Village Hall - 20 LaFayette Park, Oxford, NY 13830.

Present were: Mayor Terry Stark, Trustee Dale Leach, Trustee Dustin Hendricks, Trustee Richard Marks, Trustee Carly Hendricks, Police Chief Rich Nolan, SPW Rick Paden, WWTP Operator Kirk Noetzel, Fire Chief Ron Martin and Clerk-Treasurer Shelly Marks.

Absent: EMS Captain Mark Forrest

The Village Trustees reviewed each of the invoices in the abstract for December 2018.

Mayor Stark called the Regular meeting to order at 7:33 p.m.

The Pledge of Allegiance to the American Flag was given.

PUBLIC CONCERNS:

None

ABSTRACT:

Trustee Leach seconded by Trustee Marks made a motion to approve Abstract #007 as presented.

General Fund	\$ 94,573.95
Water Fund	\$ 10,437.11
Sewer Fund	\$ 10,332.10
Water Project	<u>\$ _____</u>
	\$115,343.16

APPROVAL OF MINUTES:

Trustee C. Hendricks moved and Trustee D. Hendricks seconded a motion to approve the November 27, 2018 monthly meeting minutes.

Trustee Leach moved and Trustee C. Hendricks seconded a motion to reconfirm the approval of The Hartford Insurance Company as the village insurance carrier for the Fire Fighter cancer insurance for both the basic and enhanced policy. Approved cost not to exceed \$200 per year per eligible and qualifying firefighter with an effective date of January 1, 2019. All Approved.

TREASURER'S REPORT:

The August Treasurer's report is still being worked on.

JUSTICE REPORT:

Trustee D. Hendricks moved and Trustee C. Hendricks seconded the motion to approve the November Justice Report from Judge Frye. All approved.

OFD REPORT:

Chief Martin reports that they are keeping an eye on Truck 264. It is still leaking oil but is still running. There is a crew working on a replacement for the vehicle in the future.

NYS taught a Principal of instruction class to seven (7) individuals. This was 140 hours total. This is a huge milestone for the fire department. 400 hours in training have been vested over the past couple of months. Eleven (11) have taken the PERMA training on sexual harassment and will be compliant.

Mayor Stark has put an RFP together to start to see what needs to be accomplished on the station, rooms, grounds, etc. He wants the Board to look this over.

OFD had previously submitted to Board an application for membership to the Fire Department from a candidate but without a recommendation. OFD requested Board review and provide direction regarding several safety and legal questions. Subsequently, Mayor Stark followed up

with New York State Conference of Mayors (NYCOM), Village Attorney and pursued background and reference checks. Based upon the review, the Mayor recommended to the Board that the application should not be approved at this time.

Following further discussion, Trustee Marks moved and Trustee Leach seconded the motion to approve the recommendation by Mayor Terry Stark. All voted Aye and the motion was approved.

OFD to notify candidate of decision and to also notify that OFD by-laws allow an application to be re-submitted after six months.

WWTP:

WWTP Operator Noetzel took in 22,500 gallons of septage this month. He also took 21.89 ton of sludge to the landfill with another 8.58 ton taken the next day. He will be on vacation from December 21st through December 31st. Bill Kelsey will be at the WWTP daily from 12:00 through 2:30 and will be accepting septage from 12:00 – 2:00 for those that need to drop loads.

POLICE DEPARTMENT:

Chief Nolan went over his monthly report for December.

Tire locks for an 18-wheeler can be ordered and the price is anywhere from \$200 to \$700. Chief Nolan will check into the options of this due to there being several different products that can be ordered.

The Abby property survey has been completed at 38 Mechanic Street. Attorneys have the information they need. The closing on this property should be happening soon. We have our lease on Greene Street until the spring.

Batteries, charges, etc. will be purchased for police vehicles in the future. Laptops also must be installed.

**RESOLUTION NO. 12-18-1 2018
RESOLUTION TO ADOPT STANDARD WORK DAYS**

Trustee Marks offered the following and moved its adoption

BE IT RESOLVED, that the Village of Oxford, Location code 40284 hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Court Clerk	6:00

Trustee D. Hendricks seconded the foregoing resolution and the vote was as follows:

Carly Hendricks, Trustee	<u>Aye</u>
Dale Leach, Trustee	<u>Aye</u>
Richard Marks, Trustee	<u>Aye</u>
Dustin Hendricks, Trustee	<u>Aye</u>
Terry Stark, Mayor	<u>Aye</u>

The resolution was adopted

PUBLIC WORKS DEPARTMENT:

SPW Paden went over his monthly report. The Town of Oxford has had some issues with their snow removal equipment. The Village has been helping with their equipment by going into the town when their work is done.

SPW Paden has to limit the time spent in his office due to possible mold issues from flooding in prior years. He will take a break by going into the shop, riding around in the truck or something else to get him out of the building. Rick has a call into an agency to get testing done at the DPW building.

OLD BUSINESS:

A letter was written to Shawn Bissetta, Superintendent for an update on the school property where our well #3 is located. The School is looking to get a water credit for the parcel. We will offer them \$4,500 for the property and go up to \$5,000 - \$6,000 at the most and give them a water credit. We can do a formal agenda after Mayor Stark talks to the school.

NEW BUSINESS:

The Mayor and The Board signed the affidavit for returned taxes to Chenango County.

TimeClock Plus is a company in San Antonio, Texas. Williamson Law Books has been in contact with them and they are sure that the new electronic system will work even though we split time up for employees and the separate accounts they are billed for. The total program is \$1,400 for training, equipment, etc. The bargaining unit is already in agreement with a time keeping system.

Trustee D. Hendricks moved and Trustee Leach seconded a motion to notify the employees of our intention to utilize a time keeping system with Timeclock Plus with an implementation cost up to \$1,500. March 1st will be the implementation date to go live for this time keeping system. All approved.

Trustee Marks asked if we are going to discuss with NYSEG about getting new light poles on the corners that are gone on Main Street. Mayor Stark will call NYSEG tomorrow to discuss this.

ADJOURNMENT:

Mayor Stark made a motion to Adjourn at 9:14 p.m.

Next regular meeting will be Tuesday, January 29, 2019.

Respectfully Submitted,

Shelly W. Marks
Clerk-Treasurer