

A Regular Meeting of the Board of Trustees of the Village of Oxford was held on February 22, 2022, 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: Deputy Mayor Dale Leach, Trustee Dustin Hendricks, Trustee Richard Marks, Trustee Richard Rice, OIC Adam Francis, Fire Chief Ron Martin, Mayor Terry Stark via Skype, Clerk-Treasurer Shelly Marks.

Absent: DPW Superintendent Rick Paden, WWTP Operator Kirk Noetzel, Zoning Officer/Dog Warden Roger Barrows.

The Village Trustees (Audit Committee) reviewed each of the invoices in the abstract for February 2022.

Deputy Mayor Dale Leach called the Regular meeting to order at 7:26 p.m.

Pledge of Allegiance to the American Flag was given.

ABSTRACT:

Trustee Marks seconded by Trustee Rice made a motion to approve Abstract #009 as presented. All voted aye and motion was carried.

General Fund	\$ 93,355.80
Water Fund	\$ 14,093.40
Sewer Fund	\$ 20,322.42
Water Project	<u>\$ 1,803.75</u>
	\$129,575.37

APPROVAL OF MINUTES:

Trustee Rice moved and Trustee Hendricks seconded a motion to approve the January 25, 2022, Meeting Minutes. All voted aye and motion was carried.

TREASURER'S REPORT:

Trustee Leach moved and Trustee Hendricks seconded the motion to approve the January Treasurer's Report.

JUSTICE REPORT:

Trustee Marks moved and Trustee Leach seconded the motion to approve the January Justice Report from Susan Ross. All approved.

OFD REPORT:

Chief Martin was present. The reports are in for the last quarter of 2021 and were done off site as they could not be completed at the fire station. The OFD provided more mutual aid in the past and our request for mutual aid was about the same as in prior years.

Chief Martin went over all the hours that were spent from 1/1/21 – 12/31/21. Totals are not approved yet. There were 5,470 calls for administrative hours total spent/admin/volunteer.

The chassis has been built- the start date is 4/12/22 - 4/26/22 for final assembly and 5/24/22 is the final date. After performance is approved, we will accept the vehicle in late May/early June.

**RESOLUTION
TO AUTHORIZE TEMPORARY USE OF VILLAGE
UNALLOCATED FUND BALANCE PENDING RECEIPT OF
GRANT AND LONG-TERM FUNDING FROM RURAL HOUSING
DEVELOPMENT FOR PURCHASE OF 2021 PIERCE ENGINE**

Resolution made by Trustee Marks, seconded by Trustee Leach as follows:

WHEREAS The Village Board authorized the purchase and placed on order with Churchville Fire Equipment for a 2021 Pierce PUC Rescue Pumper on March 6, 2021 at a cost of \$768,221.00; and

WHEREAS The purchase price is discounted to \$754,476.00 (-\$13,745.00) if payment equal to the chassis cost of \$405,045.00 is issued 90 days prior to apparatus completion, and

WHEREAS Churchville Fire Equipment issued a chassis invoice on January 26, 2022 in the amount of \$405,045.00; and

WHEREAS the long-term funding of the apparatus consists of a \$110,000.00 grant and \$455,000.00 loan for 20 years at an interest rate of 2.2% from USDA Rural Development supplemented with Village of Oxford Fire Department reserve funds of \$180,000.00; and

WHEREAS USDA Rural Water cannot provide grant award funds and loan funding proceeds prior to delivery of apparatus scheduled for late May 2022; and

WHEREAS the Village desires to obtain the discounted price, by paying the invoice amount of \$405,045.00 prior to February 25, 2022 by using \$180,000.00 from the Fire Department reserve fund and using \$225,045.00 temporarily for 90 days from the General Fund unallocated fund balance thus eliminating about \$2,000.00 in interest charges otherwise incurred on a 90 day loan from a local finance institution,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby authorizes the payment of \$405,045.00 as presented on Churchville Fire Equipment Invoice #36606C dated January 26, 2022 for the purchase of a 2021 Pierce Enforcer chassis, and it be further

RESOLVED that the Board of Trustees allocates the sum of \$180,000.00 from the Fire Department reserve account for the sole and express purpose of purchasing and acquiring aforementioned apparatus for use by the Village of Oxford Fire Department; and be it further

RESOLVED that the Board of Trustees directs the Village Clerk-Treasurer to pay the remaining balance of \$225,045.00 from the General fund unallocated fund balance, and it be further

RESOLVED that the Unallocated fund balance be replenished by \$225,045.00 at the time the USDA Rural Water Grant Award and permanent loan funding is received.

This resolution was duly put to vote which resulted as follows:

Terry M. Stark	VOTING	AYE
Dale B. Leach	VOTING	AYE
Richard A. Marks	VOTING	AYE
Dustin F. Hendricks	VOTING	AYE
Richard E. Rice	VOTING	AYE

There were twenty-nine volunteers that attended the annual OSHA training that was held at the Oxford High School. This was a mandatory training.

Trustee Hendricks said that Spectrum should call Chief Martin to schedule the install regarding the internet issues at the fire station.

Chief Martin asked about an employee of the village responding to emergency calls while working for the Village during normal hours. An employee responded to an emergency call without supervisor approval as DPW Superintendent Paden and Deputy DPW Superintendent Kelsey were not available and nothing was going on at the DPW at that time. In an emergency, a village employee is allowed to respond. If their supervisor is not available, where were they during that time? The next supervisor in line should be contacted.

EMS REPORT:

Mark Forrest was not present. Things with the EMS are going well according to Mark Forrest.

CODE ENFORCEMENT:

Zoning Officer Roger Barrows was not present.

WWTP:

WWTP Operator Kirk Noetzel was not present.

POLICE DEPARTMENT:

OIC Francis reported to the Board. He said that things have been relatively quiet. Harassment between minors (bullying) has been a big issue lately.

OIC Francis mentioned replacing the older police vehicle. Quotes are only good for 30 days for a 2021 (if they have leftovers) otherwise it will be a 2022. Trustee Leach would like to see the money from the Covid relief to be used for the police car and to save the capital money to be used elsewhere. We will get another charger according to OIC Francis.

OIC Francis sent a memo to the board on the sale of firearms that the police have that are no longer in service. None of these weapons were received from grants. We will have to declare these as surplus according to Mayor Stark and to be sold at fair consideration. Trustee Hendricks moved and Trustee Leach seconded the motion to take the rifles out of service and for surplus to be sold to the officers in the department. All in favor, aye.

DEPARTMENT OF PUBLIC WORKS: SPW Paden was not present.

The Board needs to meet to discuss the 2022-2023 tentative budget to discuss numbers. Trustee Leach suggests March 8th since it is the second Tuesday and we will not need to publish the meeting as a special meeting and we can have this at a 7:00 start time.

Mayor Stark got an E-mail from SPW Rick Paden regarding leak detection and projects that can be worked on this summer if the village hires someone to do the mowing. Trustee Rice suggests that the Board hold a special meeting for the mowing issue and to have someone do that.

The leak detection showed three places where water is being drained off and we are losing water. The cost is \$2,800 to pay for a guy to come and identify where there are leaks and how many gallons we are losing. The DPW crew could work on those places to start making repairs there and try to include in the water project. We are still losing 75% of our water and we cannot figure where they are. Trustee Hendricks moved and Trustee Marks seconded the motion to pursue the leak detection for \$2,800. This may not be able to be completed until the frost is gone. All in favor, carried.

A new flair mower is included in the 2022-2023 budget. Trustee Hendricks moved and Trustee Rice seconded the motion to approve the purchase of a flair mower to be ordered as soon as possible for approximately \$18,000 for fiscal year budgets or covid funds.

A 12-year-old backhoe costs \$80,000 - \$90,000 plus money from a trade-in. Need to figure out the best use of village money.

OLD BUSINESS:

There was further discussion on how to proceed with the restrooms at the wastewater plant. This will need to be put in the budget for the 2022 – 2023 fiscal year.

NEW BUSINESS:

Trustee Marks asked if WWTP Operator Noetzel is still planning to retire this year. Mayor Stark has his salary being reduced by August of 2022. There is question on the procedures for what Brenton needs to do weekly, monthly, yearly, etc. Mayor Stark said there is an operating manual for how to run the plant that was written in the 80's. The manual should be updated by WWTP Operator Noetzel and signed off to be sure everything is taken care of.

Trustee Leach talked about a sign for the Town Pool to be put on South Washington Avenue and Park Street, he would like to have it attached to the street sign, if possible. If the town has the sign designed and will let us see it, we will let the town know if we can do this as it can be no more than 12" x 18", which is a standard sign. Oxford Pool with an arrow pointing up W Park Street.

Trustee Leach and Trustee Hendricks will get together and figure out the sign information per Mayor Stark.

Trustee Marks asked if SPW Paden is planning to retire this year also. Mayor Stark said he may put it off until the end of the year (December) for training Bill Kelsey and getting the things done that he wants to get done.

Trustee Leach talked to Mark Forrest and he will do the presentations tomorrow with the EMS in Greene. Trustee Leach will go with him to be a face for Oxford.

TRUSTEE COMMENTS:

No comments by the Trustees.

ADJOURNMENT:

Mayor Stark made a motion to adjourn the meeting at 9:02 p.m.

Next Regular meeting will be March 8th for budgets and March 29th for the monthly meeting at 7:30 p.m.

Respectfully Submitted,

Shelly W. Marks
Clerk-Treasurer