

**Village of Millport  
Board of Trustee Meeting Minutes  
December 5, 2022**

Mayor Damon brought the meeting to order at 7:00 PM

**Present:** Kraus, Auld, Grow, Yontz, Damon

**Pledge of Allegiance & A Moment of Silence**

**Communications:**

- Regular magazines and advertisements
- A letter was received from the Friends of Catherine Valley Trail thanking the Village for funding the recent paving of Morris Hill Road and Lewis Streets which are part of the Trail. They are holding their annual First Day Hike on January 1, 2023 and invited the Village to participate.
- The NYS Department of Transportation sent a letter announcing the availability of funding for Bridge NY program. Projects include bridges and culverts that are in need of attention. Mayor Damon will look into whether the Village is in need of this funding opportunity at this time.

**Minutes & Bank Statements:** Mr. Auld moved, seconded by Mr. Kraus to dispense with reading & accept both as submitted in writing. VOTE: Ayes: All ayes. Vote carried.

**Superintendent of Streets:**

- Regarding the installation of Fire Department signs on highway – this issue will be tabled until Spring.
- The request for reimbursement of Vestal Asphalt bill to DOT has been submitted. The staff at the DOT office were a great help in separating out the streets on the required applications. The check in the amount of \$14,203.20 expected in December.

**Water Technician Report:**

- Following the water main break in October, on November 15<sup>th</sup> the Village received a Water System Field Compliance Report with issues listed that must be taken care of within 60 days. Issues include replacing or repairing the chlorine booster pump, obtaining spare diffuser parts and repairing some fencing. The Village had ordered a new pump; however, the payment was returned to us on 11/23/22 as the pump is no longer available. Dean Wenzel will be contacted to determine where the Village can purchase a new pump.
- Due to the water outage, the Village board members agreed to a courtesy reduction of \$10 on the November bill for each water customer. Mr. Auld questioned as to whether or not customers would expect a reduction should the Village be without water again in the future. He suggested developing a policy on at what point a courtesy reduction would be given and at what amount. The Clerk will check with other municipalities to determine if they offer any reductions due to water loss.
- Mr. Grow reported that he is still working on the light installation at pump house.
- Regarding the installation of a new meter at Catherine Trailer Park, the Clerk was requested to follow up with Dean Wenzel to determine what type of meter is needed and where the Village can purchase one. The park is still being given an estimated billing each quarter.
- The Clerk requested to know if the board would like to change the dates for the SHUTOFF notices which will be sent in December for those late with their November billing. The shutoff date is 5 days after Christmas. The board agreed that since everyone is given 45 days to pay the bill, there is no reason to change the date for the shutoff notices.
- The Village received a check in the amount of \$11,000 from Gene Palmer for reimbursement of

the water line replacement for his property on Millport Hill Road. Mr. Palmer has expressed a desire to update the agreement (from 1977) between his parents and the Village regarding providing water to his house on Millport Hill Road. His parents gave the Village the land which houses the water tank. The Clerk will verify with the Town of Veteran that the land is indeed in the name of the Village of Millport.

- Mayor Damon reported that he and Deputy Mayor Kraus met with Dean Wenzel last month to discuss issues with the Water System which is 45 years old. No preventative maintenance has been done in several years. Mr. Wenzel gave them a 2 -year plan to keep the valves and fire hydrants active and working.

**Fire Council:** Fire Chiefs Report & C.H.O reports – reports received. The department has purchased the new gear using the funds from the sale of truck #1131 as approved by the Village.

**Code Enforcement:** Report received. Ken Ripley is on vacation this month until the 20<sup>th</sup> but is available by phone as always.

**Planning Board:** Report received.

- The Planning Board submitted a copy of an application for a grant from the Chemung County Youth bureau which needs board approval prior to submission. The grant is for the 2023 fiscal year and is in the amount of \$1,500 with the Village supplying an extra \$500 for the project. It includes purchase of new swings, benches, nets, refurbishing the basketball court and repairing the walk bridge at the playground. The board requested that the walk bridge be removed from the application and the funding for that be included in the basketball court repairs. A motion was made by Mr. Yontz, seconded by Mr. Auld that Shirley Kwasnik, Planning Board Chairperson be given permission to submit the application to the Chemung County Youth Bureau on behalf of the Village. VOTE: Ayes: All ayes. Vote carried. If the Village receives the funding, any signs that are installed will need to have the Youth Bureau logo on them.
- There is no meeting in December.

**Zoning Board of Appeals:** n/a

**Recreation & Youth Activities:** The December Christmas party is scheduled for December 17<sup>th</sup> from 10-12.

**Report on Village accident, sickness, and death:** Lillian had surgery on December 1st. Nothing new to report.

**Old Business:**

- The Village Hall furnace and water heater have been inspected. There were no issues.
- There has been no response from other local municipalities regarding their General Fixed Asset policy as requested by the Clerk. This report is required by the State Comptroller when filing the annual report. The Clerk will work on developing a policy and a report of assets owned by the Village. A list of Fire Department Equipment worth over \$1,000 will be needed.
- The Clerk has requested information from local municipalities regarding their building permit fees. A fee schedule from the Village of Dresden was received. Their permit fees range from \$15 for a lot line adjustment to \$100 for installing a fence – separate fees for residential or commercial properties. Information from the Town of Veteran will be requested and this issue will be tabled until further notice
- The Overdue tax list was forwarded to the County Treasurer's office as required.

**New Business:** none

**Bills:** General: \$20,207.77  
Water: \$22,173.65  
Trust & Agency: \$2,546.38

A *motion* was made by Mr. Auld and seconded by Mr. Kraus to adopt the following resolution; **WHEREAS**, the Board of Trustees requests to pay the prepared list of bills totaling: \$44,927.80 **IT IS FURTHER RESOLVED**, that the Village Board authorizes the payment in the amount of \$20,207.77 from the General Fund, \$22,173.65 from the Water Fund, and \$2,546.38 from the Trust & Agency Fund. **VOTE:** Ayes: All ayes. Vote carried.

**Public Comments:**

Heather Cleveland, 4260 Main Street asked whether or not the Village has a Comprehensive Plan. The class that Planning Board members attended stated that all municipalities should have a long-range plan in place.

Barb Kraus, 4264 Main Street stated that she has Christmas wreaths on sale on her front porch, funds will be used to support Millport's 2023 Family Days/.

Next meeting scheduled for January 9, 2023 @ 7 pm.

AJOURNED: A motion was made by Grow and seconded by Auld to adjourn the meeting @ 8:09 pm.  
**Vote:** Ayes: All Ayes. Vote carried.

Respectfully submitted by:  
Joan Santulli– Deputy Village Clerk/Treasurer