

# VILLAGE OF EARLVILLE

Special Meeting  
Village Hall

July 31, 2012  
7:00 PM

NOTICE: Pursuant to Article 7 of the Public Officers Law § 104-1, notice of this meeting was given to the media at least seven days in advance and the same posted on the July 11, 2012.

*Tonight's meeting minute notes: All votes by the Village of Earlville Board of Trustees (herein "Board" or "Village Board") 5-0 are to be read as "aye" votes from Village of Earlville Board of Trustees members Corey, Hayes, Moore and Chapman. The "Village Office" is the Village of Earlville Municipal Office located at 8 North Main Street. The "Planning Board" means the Village of Earlville Planning Board.*

Mayor William Excell called the meeting to order at 7:00 p.m. Board members present were Trustees Gerald Hayes, Henry Moore, Sara Chapman and Margaret Corey. Also present were Village Clerk Treasurer Kelly Beach and 2 members of the public.

Abstract 677 as presented for Board approval included General Fund Voucher's #7074-7087 totaling the sum of \$3,600.47. On a motion by Trustee Hayes, seconded by Trustee Chapman and approved 4-0, Abstract 677 was approved for payment. Abstract 678 as presented for Board approval, included Fire Department PO's 0665-0670 totaling \$4,032.68 was approved on a motion by Trustee Moore, seconded by Trustee Corey, 4-0. Abstract 679 as presented for Board Approval included Water Fund Vouchers W50-W55 totaling \$625.93 were approved on a motion by Trustee Moore, seconded by Trustee Chapman, 4-0.

Meeting minutes for July 10, 2012 were approved on a motion by Hayes, seconded by Moore, 4-0.

In the Trustee reports, Hayes had nothing to report on the Museum or the seniors. The Opera House is busy with exhibits. Hayes went to the Town of Hamilton board meeting; he reported that they talked about the Hamilton Codes Officer being very busy and could not handle another municipality. Trustee Moore stated that he heard from the Town of Hamilton that the Village of Hamilton may be hiring a part time codes officer and he may be able to pick up other municipalities. A previous Shared Services meeting between the Town and Village of Hamilton was discussed; possibility of extending the Services to other towns. Some examples were fuel, employee training and DPW services. The Hamilton Highway ordered a new plow truck. The Town of Hamilton website is up and running. The Town has started an energy task-force committee. More information is to follow.

Trustee Chapman received a phone call regarding a chance for the skate park kids to do a fund raiser this Saturday. She spoke with 1-2 kids who seemed to be interested, they also wanted to know if they could borrow a few of the village ramps. Moore questioned the integrity of the equipment and whether it would be wise to move the ramps. Excell stated we could not loan out the metal ramps as the Village is contracting them from another municipality. Chapman also reported that there have been a few issues with the skate park, but nothing major. Chapman called the Village of Sherburne regarding their pavilion and use of. Sherburne takes donations for the use of the park and pavilion, but they cannot charge a set fee. They do however make sure the garbage is removed before the reserved party arrives and after they have left.

Moore reported that the codes enforcer was out for a week due to a back injury and therefore had nothing to report on.

Excell reported that DPW has started the sidewalk work on Preston St. Yacono will start the road work after the sidewalk is finished.

A resident from West Main Ext. was here with a complaint on his water. In the last few weeks especially, his water has been toxic smelling and discolored. Board members stated that there had not been a flush done this month for unknown reasons, however Mayor Excell stated he would have the DPW perform an aggressive flush on the 8<sup>th</sup> of August. The flush used to be done at 10pm and most people like that time as they are done with baths, and laundry. An extensive flush needs to be done as the mains are larger now and the water may be standing, getting stagnate

Trustee Corey reported that the event committee met to wrap up the Earlville Days Event. 684 people came to the Friday night Block Party, \$272.00 was raised from the 50/50 raffle, 86 Garden Tractors were entered into the Tractor Pull, the Kids games went well and there were 27 cars at the Car Cruise-In. Corey reports that the Committee hopes to expand the parade next year. The Committee needs more members and a lot of volunteers for next year's activities. The one thing that was obvious was that there were not enough porta potties on site this year. The Softball League usually supplies these, and this year they only had 2 on the field. It has been suggested that next year there be a food court set up for the Vendors in one location. Next year's event will be held on July 19<sup>th</sup>, 20<sup>th</sup> & 21<sup>st</sup>. The Event Committee is getting ready for the Cassidy Lynn appearance on Wednesday, August 15 behind the old school. The committee is also now working on Winterfest.

Moore suggested sending a thank you letter to the town of Lebanon for the use of their roller. Moore stated there was a comment about not being able to find certain food vendors. A question was raised on whether non-profits should be charged for Vendor Permits. No decision was reached on this.

In Old Business, Excell stated that he extended Police coverage on Friday night an extra 2 hours. Next year Excell would like to hire coverage for the whole day on Saturday. There were complaints of speeding throughout the Village and on Fayette Street. With the extra coverage on Saturday, he feels it would deter the speeding. Mayor Excell read a letter from Ken and Becky from the Huff Brau thanking the Mayor and Board members for allowing them to have the block party.

In new business, the Board of Elections Lease Agreement was received. The Lease is for the use of the Village Office from November 6<sup>th</sup>, 2012 thru March 19<sup>th</sup>, 2013. On a vote of 4-0, motioned by Moore, seconded by Chapman Resolution 31-32 was approved.

The Village received a letter from Attorney James F Taylor regarding a bequeathed piece of property at Abbott Ave. The deceased left the Village her property with the stipulation that the piece be turned into a children's park and named "The Daniels Memorial Park". Hayes has spoken with Atty. Taylor who advised that the village would be responsible for cleaning off buildings and creating the park. If the village accepts the property and decides to sell it off and use the proceeds for the existing park, it would have to go to court to change the will; this could be time consuming and cost the Village a considerable amount of money. Hayes suggested the board research this a bit more. Excell suggested letting the Village's Atty. Getman work on it with Taylor.

A contract for Municipal Solutions was received. The contract is for Accounting and Bookkeeping Assistance, assistance with reporting requirements and developing reports, and assistance in the use of QuickBooks Accounting Software and on-site Training. Resolution 31-33 "Agreement to Enter Into Contract with Municipal Solutions for Accounting Support and Services" was approved on a motion by Moore, seconded by Hayes, 4-0.

A contract for CDLM, LLP was received. The contract is for services to the Village for an audit of financial statements, component units, each major fund, and the aggregate remaining fund information as of and for the year ended May 31, 2012. Resolution 31-34 "Agreement to Enter Into Contract with Ciaschi, Dietershage, Little, Mickelson & Co, LLP for the services of the 2010-2012 Audit." was approved on a motion by Moore, seconded by Corey, 4-0.

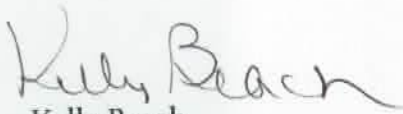
It has been brought to the Villages attention that there are 3 properties with Village limits that are using their own well water rather than being hooked up to the Village's water system. It has been found that per building code P2602.1, P2902.1 and Department of Health Code 5-1.31 there are restrictions and mandatory guidelines that must be followed by well owners/users to prevent the risk of Cross Connection Contamination. Codes Enforcer Van Heusen will be asked to look into this.

The NYCOM Fall Training school is coming up on September 10-14<sup>th</sup>. It was approved on a motion by Moore, seconded by Cory, 4-0, that the Mayor and Clerk-Treasurer attend from Monday September 10<sup>th</sup> through Thursday September 13<sup>th</sup>. The Clerk-Treasurer will send out room deposits and registration fees this week. The Village Office will be closed for training from Monday September 10<sup>th</sup> thru Thursday September 13<sup>th</sup>.

There was no Public comment.


With nothing further to discuss, Trustee Hayes motioned to adjourn the Village of Earlville Board Meeting at 8:15pm, seconded by Trustee Moore and carried 4-0.

"I certify this document is a true and accurate description of the regular board meeting of the governing board of the Village of Earlville on July 31, 2012."



Kelly Beach  
Clerk-Treasurer

Village of Earlville



- Village Seal -

**Resolution 31-32**

***“Agreement to Enter into Contract with Madison County Board of Elections Lease Agreement for the use of the Village Office during Elections.”***

***Motion made by Board Member Henry Moore***

***During the special board meeting of the Village Trustees (the “Village”) of the Village of Earlville, Counties of Madison and Chenango, State of New York held at the office of said Village Trustees in the Village of Earlville, Counties and State aforesaid, on the 31<sup>th</sup> day of July, 2012,***

***Present: William Excell – Mayor  
Gerald Hayes – Trustee  
Henry Moore – Trustee  
Margaret Corey - Trustee  
Sara Chapman- Trustee  
Kelly Beach – Clerk/Treasurer***

***WHEREAS, a majority of said Board being present and said meeting having been duly called; and***

***WHEREAS it is hereby determined that the Village is to be the polling place for the Residents of the Village of Earlville:***

***NOW THEREFORE, on motion duly made and carried:***

***BE IT RESOLVED, that the Board of Trustees approves the contract lease agreement presented by the County of Madison outlines the use of the Lobby of the Village Clerk’s Office for the conduct of primary, general village and special elections and for no other purposes. The said Lease will expire on April 24, 2013.***

***Seconded by Board Member Gerald Hayes***

***The question of adoption of the foregoing resolution was duly put to vote; and upon role call, the vote was as follows:***

***William Excell, Mayor Voted Yes  
Gerald Hayes, Trustee Voted Yes  
Henry Moore, Trustee Voted Yes  
Sara Chapman, Trutee Voted Yes  
Margaret Corey, Trustee Voted Yes***

***The foregoing resolution was thereupon declared duly adopted, 5-0.***

*I hereby certify that this resolution was adopted on July 31, 2012 and is recorded in the Meeting Minutes of the Village of Earlville Board of Trustees.*

*Kelly Beach*

**Kelly Beach**  
**Village Clerk-Treasurer**  
**Village of Earlville**

*- Seal -*

*Resolution 31-33*

*“Agreement to Enter Into Contract with Municipal Solutions for Accounting Support and Services”*

*Motion made by Board Member Henry Moore*

*During the emergency board meeting of the Village Trustees (the “Village”) of the Village of Earlville, Counties of Madison and Chenango, State of New York held at the office of said Village Trustees in the Village of Earlville, Counties and State aforesaid, on the 31st day of July, 2012,*

*Present: William Excell – Mayor  
Gerald Hayes – Trustee  
Henry Moore – Trustee  
Margaret Corey – Trustee  
Sara Chapman- Trustee  
Kelly Beach – Clerk/Treasurer*

*WHEREAS, a majority of said Board being present and said meeting having been duly called; and*

*WHEREAS it is hereby determined that the Village requires Accounting Support and Services to assist in the timely financial filing of required Government reports as well as assistance in setting up Payroll and Accounting in QuickBooks;*

*NOW THEREFORE, on motion duly made and carried:*

*BE IT RESOLVED, that the Board of Trustees approves the contract presented by Municipal Solutions, that outlines services to the Village for Accounting Support and Services to assist in the timely financial filing of required Government reports as well as assistance in setting up Payroll and Accounting in QuickBooks.*

*Seconded by Board Member Gerald Hayes*

*The question of adoption of the foregoing resolution was duly put to vote; and upon role call, the vote was as follows:*

*William Excell, Mayor Voted Yes  
Gerald Hayes, Trustee Voted Yes  
Henry Moore, Trustee Voted Yes  
Margaret Corey, Trustee Voted Yes  
Sara Chapman, Trustee Voted Yes  
Thomas Taylor, Trustee Voted Yes*

*The foregoing resolution was thereupon declared duly adopted, 5-0.*

*I hereby certify that this resolution was adopted on July 31, 2012 and is recorded in the Meeting Minutes of the Village of Earlville Board of Trustees.*

*Kelly Beach*

*Kelly Beach*

*Village Clerk-Treasurer*

*Village of Earlville*

*- Seal -*

**Resolution 31-34**

**“Agreement to Enter Into Contract with Ciaschi, Dietershage, Little, Mickelson & Co, LLP for the services of the 2012-2013 Audit.”**

**Motion made by Board Member Henry Moore**

**During the emergency board meeting of the Village Trustees (the “Village”) of the Village of Earlville, Counties of Madison and Chenango, State of New York held at the office of said Village Trustees in the Village of Earlville, Counties and State aforesaid, on the 31st day of July, 2012,**

**Present:** William Excell – Mayor  
Gerald Hayes – Trustee  
Henry Moore – Trustee  
Margaret Corey - Trustee  
Sara Chapman- Trustee  
Kelly Beach – Clerk/Treasurer

**WHEREAS, a majority of said Board being present and said meeting having been duly called; and**

**WHEREAS it is hereby determined that the Village is required by USDA RD to obtain a yearly independent Audit of Accounting and Assets:**

**NOW THEREFORE, on motion duly made and carried:**

**BE IT RESOLVED, that the Board of Trustees approves the contract presented by Ciaschi, Dietershage, Little, Mickelson & Co, that outlines services to the Village for an audit of financial statements, component units, each major fund, and the aggregate remaining fund information as of and for the year ended May 31, 2013.**

**Seconded by Board Member Margaret Corey**

**The question of adoption of the foregoing resolution was duly put to vote; and upon role call, the vote was as follows:**

**William Excell, Mayor Voted Yes**  
**Gerald Hayes, Trustee Voted Yes**  
**Henry Moore, Trustee Voted Yes**  
**Sara Chapman, Trustee Voted Yes**  
**Margaret Corey, Trustee Voted Yes**

**The foregoing resolution was thereupon declared duly adopted, 5-0.**



*I hereby certify that this resolution was adopted on July 31, 2012 and is recorded in the Meeting Minutes of the Village of Earlville Board of Trustees.*

*Kelly Beach*

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*Kelly Beach*  
*Village Clerk-Treasurer*  
*Village of Earlville*

*- Seal -*