

VILLAGE OF BARKER BOARD OF TRUSTEES



Annual Organizational Meeting April 7, 2025 7:00PM Village Hall Meeting Room

Mayor Aaron Davis
Trustee Melanie Hirschman
Trustee Val DiTommaso
Trustee Zander Detschner
Trustee Chloe Lee

Attendance

At 7:00pm meeting is called to order by Mayor Davis by administering the Pledge of Allegiance

Somerset Town Clerk, Tracy Carmer will administer the oath of Office to Mayor Aaron Davis, Trustee Hirschman and Trustee Lee

Mayoral Appointments:

Village Clerk-Treasurer: Amanda M. Detschner
Village Deputy Clerk-Treasurer: Laurel Cantella
Code Enforcement Officer: Mark Remington
Village Historian: Amy Dewart
Official Newspaper: Union Sun & Journal
Village Attorney: Daniel Seaman, Seaman & Norris LLP
Alternate Village Attorney: Thomas Caserta
Village Engineer: Barton & Loguidice
Registrar-Tracy Carmer
Ethics Board-Kaylee Wakefield (exp. 3/31/202) 5 yr term with 2 remaining years
Planning Board- Vacant (Expires 3/31/2027) 5 yr term with 4 remaining years
Planning Board- Seanna Corwin-Bradley (Expires 3/31/2028) 5 yr term
Planning Board-Vacant (Expires 3/31/2028) 5 yr term
Zoning Board- Trent Kenny (Expires 3/31/2028) 3 yr term

Somerset Town Clerk, Tracy Carmer will administer the Oath of Office for the above Mayoral Appointments

Mayoral Assignments for the Board of Trustees:

Deputy Mayor: Val DiTommaso

Mayor Davis-Property Maintenance and Improvements

Trustee Detschner-Grant, Research, Policies and Procedures

Deputy Mayor DiTommaso- Fleet Equipment Maintenance and procurement

Trustee Hirschman-Parks, Recreation & Main Street Beautification/ Facebook

PUBLIC HEARING FOR THE TENTATIVE BUDGET FY June 1, 2025-May 31, 2026

General Fund-\$455,165

Tax Rate at \$8.20 /M (thousand)

Water Fund- \$116,762

TOTAL \$571,927

Resolution # 11-2025- Adoption of the FY 2025-2026 Budget and Set the Tax Rate

WHEREAS, the tentative budget for the fiscal year 2025-2026 has been duly presented to the Board of Trustees by the Budget Officer and

WHEREAS, a duly advised public hearing has been held thereon,

THEREFORE BE IT RESOLVED, pursuant to section 5-508 (4) of Village Law, that the said tentative budget as changed, altered and revised, be and hereby adopted as the Budget of the Village of Barker for the fiscal year 2025-2026

THEREFORE BE IT FURTHER RESOLVED that the tax rate for the fiscal year 2025-2026 budget be set at \$8.20 per thousand.

Resolution #12-2025 Water Rate Increase

The minimum charge shall be \$90.00 charged per three month period and shall cover the cost of providing the first 5,000 gallons of water. The next 30,000 gallons per three month period shall be charged at \$3.75 per 1,000 gallons of water consumed. The next 65,000 gallons per three month period shall be charged at \$3.00per 1,000 gallons of water consumed. All water consumed over 100,000 gallons per three month period shall be charged at a rate of \$2.55 per 1,000 water consumed. THEREFORE BE IT RESOLVED, that the Village Board of Trustees hereby sets forth these rates that take effect immediately, taking affect for the 2nd QTR 2025 billing cycle mailed July 2025.

The **Sales tax** received for March 2025 was \$14,480.79 a decrease of \$285.21 from March 2024 and a year to date decrease of \$1412.87 from 2024 collections.

The **Approval of Minutes** for the Monthly Board Meeting March 10, 2025
Budget Meeting March 10, 2025
Special Meeting March 25, 2025

Election Results: A total of 28 ballots were cast on Tuesday, March 18, 2025 for the first election held in the new Village Hall building

Mayor: 2 year term

Aaron Davis 24

Write In: Bruce Eggert 1

Trustee: 2 year term-2 seats

Melanie Hirschman 26

Chloe Lee 24

Write In: Seanna Bradley 1

Write In: Herb Meyer 1

Resolution #13-2025- Investment Policy

This policy is on file with the Village Clerk-Treasurer

Resolution #14-2025- Procurement Policy

This policy is on file with the Village Clerk-Treasurer

Resolution #15-2025- Ethics Policy

This policy is on file with the Village Clerk-Treasurer

Resolution #16-2025- Fund Balance Policy

This policy is on file with the Village Clerk-Treasurer

Resolution #17-2025- Work Place Violence Prevention Policy

This policy is on file with the Village Clerk-Treasurer

Resolution #18-2025- Sexual Harassment Policy

This policy is on file with the Village Clerk-Treasurer

Resolution #19-2025- Mileage Allowance

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their automobiles while performing their official duties on behalf of the Village of Barker; and

WHEREAS, the rate determined by the IRS may change throughout the year, at any point shall the rate of reimbursement change it shall change the reimbursement allowed under Village Policy, as well.

NOW THEREFORE BE IT RESOLVED,

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of 70 cents per mile.

Section 2. That this resolution takes effect immediately.

Resolution #20-2025- Advanced Approval of Claims

WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit claims for public utility services, postage, freight and express charges, and

WHEREAS, all such claims shall be presented at the next regular meeting for audit; and

WHEREAS, the claimant and officer incurring or approving the same shall be jointly and severally liable for any movement disallowed by the Board of Trustees;

NOW THEREFORE BE IT RESOLVED,

Section 1. That the Board of Trustees authorizes payment in advance of audit claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2. That is resolution shall take effect immediately.

Resolution #21-2025- Attendance at Schools and Conferences

WHEREAS, there is to be held during the coming fiscal year:

- New York State Conference of Mayors (NYCOM) Fall Training School for Board members and Clerks
- New York State Conference of Mayors (NYCOM) Public Works Training School
- New York Association of Local Government Records Officers (NYALGRO)
- Niagara County Municipal Clerks Association meetings (NCMCA)
- Niagara County MuSIP Ad Hoc Advisory Committee
- Niagara County Association of Town Highway Superintendents
- Western New York Water Works Association
- Western New York Fire Marshall's Inspectors Association
- Niagara Frontier Building Officials Association
- Finger Lakes Building Officials Association
- Western Southern Tier Building Officials Association
- New York State Municipal Finance Officers Association (NYSSMFO)
- New York State Office of the State Comptroller (NYS OSC)
- New York State Association of City and Village Clerks (NYSACVC)
- New York State and Local Retirement System (NYSLRS)
- New York State Association of Tax Receivers & Collectors (NYSTRC)
- International Municipal Clerks (IIMC) Approved Institute
- International Municipal Clerks (IIMC) annual conference

WHEREAS, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at one or more of these meetings, conferences or schools benefits the municipality;

NOW THEREFORE BE IT RESOLVED:

That the Superintendent of Public Works, Clerk-Treasurer, Deputy Clerk-Treasurer and Building Inspector be authorized to attend these previously names meetings with the understanding that their primary responsibilities to the Village are met. This resolution shall take effect immediately.

Resolution #22-2025 Designation of Official Depository

WHEREAS, the Board of Trustees of the Village of Barker has determined that Village Law 4-412(3)(2) requires the designation of the banks or trust companies for the deposit of all Village monies;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees of the Village of Barker does hereby designate M&T as the depository of all money received by the Village Clerk-Treasurer

Section 2: That this resolution shall take effect immediately.

Resolution #23-2023 Authorizing the Official M&T Bank signers

WHEREAS, The Village of Baker has designated M&T Bank as the official depository of all money received by the Village Clerk-Treasurer on April 7, 2025 by Resolution #22-2025;

NOW THEREFORE BE IT RESOLVED:

Section 1: That following are authorized signers to all Village accounts at M&T Bank

- Mayor- Aaron Davis
- Clerk-Treasurer- Amanda M. Detschner
- Deputy Clerk-Treasurer- Laurel Cantella

Section 2: That this resolution shall take effect on April 8, 2025

Resolution #24-2025- Setting the Monthly Meetings of the Village of Barker Board of Trustees, regular work sessions and setting the Annual Organizational Meeting

WHEREAS, the Village of Barker Board of Trustees meets on a monthly basis; and

WHEREAS a regular time and day for these meetings is necessary to provide public attendance

THEREFORE BE IT RESOLVED that the first Monday of the month is hereby established as the regular work session at seven o'clock PM in the Village Hall and

THEREORE BE IT RESOLVED that he monthly meetings of the Village of Barker Board of Trustees shall be held on the second Monday of each month at seven o'clock PM in the Village Hall Meeting Room, 8708 Main Street, Barker;

THEREFORE BE IT FURTHER RESOLVED that the annual organizational meeting of the Village of Barker Board of Trustees shall be held on the first Monday of April at seven o'clock PM replacing the regular Board Meeting for April.

Resolution #25-2025- Procedure for Calling Special Meetings

WHEREAS, It is not uncommon for special meetings to be necessary in the addition to the regular meetings of the Village of Barker Board of Trustees, and

WHEREAS, it is necessary, as well, to have a procedure for calling such meetings, and

WHEREAS, it is also necessary to notify the public and the news media of these special meetings,

THEREFORE BE IT RESOLVED, that these special meetings may be held at the request of the Mayor alone and/or at the request of two or more Trustees, and

THEREFORE BE IT FURTHER RESOLVED that the Clerk-Treasurer will notify each member individually and that in the absence of the Clerk-Treasurer, the Mayor will provide the notification and

That this resolution shall take effect immediately.

A motion to adopt the Park/Pavilion Use Policy and Form as written, effective April 7, 2025

Unpaid Water- Authorize the Clerk-Treasurer to collect unpaid water rents, delinquent as of April 1st, 2025 by sending the outstanding amounts to Niagara County Department of Real Property for placement on the Village Tax Roll. The total unpaid amount as of April 1, 2025 is \$12,825.71.

Unpaid Extra Garbage Cart Fee- Authorize the Clerk-Treasurer to collect unpaid extra garbage cart fees (additional carts requested by Village residents above and beyond the free tote provided by the Village), delinquent as of April 1st, 2025 by sending outstanding accounts to Niagara County Department of Real Property for placement on the Village Tax Roll as an miscellaneous charge. Three septate notices have been sent to residents who currently have unpaid fees. The total unpaid amount as of April 1, 2025 is \$250.00 from three residents.

Approve the purchase of 4- 6ft commercial picnic tables for the David Barker Park Pavilion:

Amazon: Global Industrial Products-Red color- \$819.64 x4= \$3,278.56 Free shipping

Uline: \$1025 x4= \$4100.00 plus shipping \$404.89

Global Industrial Products- \$855 x4= \$3,420.00 plus shipping \$498.99= \$3,918.99

Approve the purchase of 3- 8ft benches for in front of the Village Hall/ Library Building:

Jamestown Advanced Products: \$881.97 x3= \$2645.91 plus shipping \$486.72 = \$3,132.63

Amazon: 8ft Commercial Outdoor slat Bench- \$2077.60 x3= \$6232.80 Free Shipping

Barco Products: 8ft Traditional Recycled Plastic Commercial Bench- \$895.00 x3=2685.00 -plus shipping

Approve the expenditure of updating the Village Code Books through supplements provided by General Code not to exceed the amount of \$1905.00

Authorize Mayor Davis to execute the letter of engagement with Tronconi Segarra & Associates LLP to assist the Clerk-Treasurer in filing the Annual Financial Report (AFR) with the NYS Office of the State Comptroller for FY 2024-2025.

Clerk-Treasurer's Financial Reports

- ✓ Water bills will be mailed April 9th and are due May 12th without penalty
- ✓ Spring 2025 Newsletters will be prepared shortly and will be mailed when the Annual Drinking Water Quality Report is finalized after it is sent by Niagara County. Any contributing articles please remit by April 14, to date no word on when the ADWQR will be released
- ✓ The Village continues to experience vast discrepancies between the new water software from gWorks and the functionality of the old software UB Max. I can't process water bills for this upcoming quarter until gWorks support gets back to me because the re-levy process had to be done individually and when I tried to wipe the amount from showing up on future bills it stated our software isn't set up for that. It's been extremely frustrating process trying to get water reads, which had to be done with paper and pencil this quarter because gWorks doesn't have software that uploads the reads like UB Max. I've spent hours this past week trying to get everything in order to no avail.

Public Works Report

Code Enforcement Report

1 permit- porch

Correspondence:

Charter Communications Upcoming Programming Changes- March 27, 2025

Charter Communications Upcoming Programming Changes- March 27, 2025

NYS DEC Urban Forestry Flyer- May 1, 2025 in Rochester NY- Electrical Hazard Awareness

NC Gallonage Report

Approval of Claims and Bill Payment: Abstract 011

Voucher #'s 406-443

General Fund-\$15,615.85

Water Fund-\$4,778.54

T&A Fund-\$1,500.00

\$TOTAL \$21,894.39

Budget Transfers:

A1325.43 CT Training \$500.00 to A1325.42 Clerks Supplies
A1410.4 Dep CT Contractual \$500.00 to A1620.42 VH Heat
A1640.43 DPW Garage Vehicle Maintenance \$1500.00 to A1620.44 VH Contractual
A1640.41 DPW Garage Gasoline \$400.00 To A1640.44 DPW Heat
A1640.41 DPW Garage Gasoline \$500.00 to A1640.45 DPW Garage Miscellaneous
A51104 Street Maintenance \$200.00 to A3620.4 Building Inspector Contractual
A5130.2 Machinery \$500.00 to A5010.4 Street Administration Contractual
A5410.4 Sidewalks Contractual \$3000.00 to A5182.4 Street Lighting Contractual
A9010.8 State Retirement \$1000.00 to A1325.44 Code Publishers
A1990.4 Contingency \$6000.00 to A5110.4 Street Maintenance Contractual
F1990.4 Contingency \$5000.00 to F8320.4 Source of Supply Contractual
F9010.8 State Retirement \$184.00 to F8340.4 Transmission & Distribution Contractual
F9055.8 Disability Insurance \$20.00 to F8340.4 Transmission & Distribution Contractual

Public Comment

Board Comment

Adjournment

Next work session will be Monday, May 5, 2025@ 7:00pm @ Village Hall meeting room, 8708 Main Street

Next regularly scheduled meeting will be Monday, May 12, 2025 @ 7:00pm in the Village Hall meeting room