

**VILLAGE OF OAKFIELD BOARD OF TRUSTEES
MONTHLY MEETING**

April 8th, 2019 @ 6:30 pm

A regular monthly meeting of the Village of Oakfield Board of Trustees was called to order at 6:30 p.m. by Mayor Dave Boyle, followed by the Pledge to the Flag led by Fire President William Sturgeon. The following Trustees were present: John Mullen, Michael Cianfrini, John Igoe, Michele Graham.

Also, Present: Clerk/Treasurer, Andrew Maguire; DPW Supervisor, Dave Laney; Deputy Clerk, Michelle Bartholomew; Fire Chief, Sean Downing; William Sturgeon, Fire President; Assistant Fire Chief, Chad Williams; Fire Department Member, Buck Hilchey. Resident and Business Owner, Randy McIntire.

PUBLIC HEARINGS:

1) Organizational Meeting: Review and Approval of Appointments, Policies, Procedures, and Committees.

A Motion was made by Trustee Mullen to open the public hearing @ 6:32 P.M for the Organizational Meeting: Review and Approval of Appointments, Policies, Procedures, and Committees., second by Trustee Igoe. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

Minutes for the Annual Organizational Meeting will be kept separately.

A Motion was made by Trustee Graham to close the public hearing @ 7:42 P.M. for the Organizational Meeting: Review and Approval of Appointments, Policies, Procedures, and Committees, second by Trustee Cianfrini. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried

2) Resolution # 11-2019: Authorizing the Establishment of a Capital Reserve in the General Fund, Titled: “Fire Protection Gear”.

A Motion was made by Trustee Mullen to open the public hearing @ 6:32 P.M. to discuss Resolution # 11-2019: Authorizing the Establishment of a Capital Reserve in the General Fund, Titled: “Fire Protection Gear”, second by Trustee Igoe. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried

A Motion was made by Trustee Graham to close the public hearing @ 7:42 P.M. to discuss Resolution # 11-2019: Authorizing the Establishment of a Capital Reserve in the General Fund, Titled: “Fire Protection Gear”., second by Trustee Cianfrini. Ayes, Graham, Mullen, Igoe, Cianfrini, Mayor Boyle. Carried

A Motion was made by Trustee Graham to approve Resolution # 11-2019: Authorizing the Establishment of a Type-Capital Reserve in the General Fund, Titled: “Fire Protection Gear”, second by Trustee Igoe. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried

3) Sewer Rate Increase and Resolution # 12- 2019: Increasing the Sewer Rate.

A Motion was made by Trustee Mullen to open the public hearing @ 6:32 P.M. to discuss Proposed Sewer Rate Increase and Resolution # 12- 2019: Increasing the Sewer Rate, second by Trustee Igoe. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

A Motion was made by Trustee Graham to close the public hearing @ 7:42 P.M Proposed Sewer Rate Increase and Resolution # 12- 2019: Increasing the Sewer Rate second by Trustee Cianfrini. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

A Motion was made by Trustee Cianfrini to approve Sewer Rate Increase and Resolution # 12- 2019: Increasing the Sewer Rate second by Trustee Graham. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

4) Water and Agriculture Rate Increase and Proposed Resolution # 13-2019: Amending Appendix A of Water Rules and Regulations.

A Motion was made by Trustee Mullen to open the public hearing @ 6:32 P.M a Proposed Water and Agriculture Rate Increase and Proposed Resolution # 13-2019: Amending Appendix A of Water Rules and Regulations., second by Trustee Igoe. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

A Motion was made by Trustee Graham to close the public hearing @ 7:42 P.M. to discuss a Proposed Water and Agriculture Rate Increase and Proposed Resolution # 13-2019: Amending Appendix A of Water Rules and Regulations., second by Trustee Cianfrini. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

A Motion was made by Trustee Igoe to approve the Water and Agriculture Rate Increase and Resolution # 13-2019: Amending Appendix A of Water Rules and Regulations., second by Trustee Mullen. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

5) Proposed Village Tax Rate Increase and Resolution # 14-2019: Increasing the Village Tax Rate and Levy Amount.

A Motion was made by Trustee Mullen to open the public hearing @ 6:32 P.M. to discuss Proposed Village Tax Rate Increase and Resolution # 14-2019: Increasing the Village Tax Rate and Levy Amount, second by Trustee Igoe. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

A Motion was made by Trustee Graham to close the public hearing @ 7:42 P.M. to Proposed Village Tax Rate Increase and Resolution # 14-2019: Increasing the Village Tax Rate and Levy Amount, second by Trustee Cianfrini. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

A Motion was made by Trustee Mullen to approve the Village Tax Rate Increase and Resolution # 14-2019: Increasing the Village Tax Rate and Levy Amount, second by Trustee Cianfrini. Ayes: Graham, Mullen, Cianfrini, Mayor Boyle. Nays: Trustee Igoe. Carried.

6) 2019-2020 Tentative Budget.

A Motion was made by Trustee Mullen to open the public hearing @ 6:32 P.M. to discuss the 2019-2020 Tentative Budget for the Village of Oakfield, second by Trustee Igoe. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

A Motion was made by Trustee Michael Cianfrini to close the public hearing @ 7:42 P.M. to the 2019-2020 Tentative Budget for the Village of Oakfield, second by Trustee Mullen. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

a) A0-General Fund.

A Motion was made by Trustee Mullen to approve the 2019-2020 General Fund Budget for the tentative budget, second by Trustee Graham. Ayes, Graham, Mullen, Cianfrini, Mayor Boyle. Nays: Trustee Igoe. Carried.

b) F0- Water Fund.

A Motion was made by Trustee Igoe to approve the 2019-2020 Tentative Water Fund Budget, second by Trustee Mullen. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

c) G0- Sewer Fund.

A Motion was made by Trustee Graham to approve the 2019-2020 Tentative Sewer Fund, second by Trustee Cianfrini. Ayes, Graham, Mullen, Cianfrini, Igoe, Mayor Boyle. Carried.

PUBLIC COMMENTS:

Randy McIntire addressed the Village Board as a resident and local business owner, about the importance of creating a Fire District for the Oakfield Fire Department and the tax implications of doing so.

OLD BUSINESS:

1. WWTP Rehab Capital Project.

A) Pay Application # 8 – STC Construction: To Be Funded by CDBG and/or EFC Grant.

A Motion was made by Trustee Igoe to approve Pay Application # 8 – STC Construction and any CDBG or EFC pay application request forms necessary as this payment is to be funded by the CDBG or EFC Grant/Funding, second by Trustee Graham. Ayes: Mullen, Graham, Cianfrini, Igoe. Carried

B) Pay Application # 3 – Suburban Electric: To Be funded by CDBG and/or EFC Grant.

A Motion was made by Trustee Graham to approve Pay Application # 3 – Suburban Electric and any CDBG or EFC pay application request forms necessary as this payment is to be funded by the CDBG or EFC Grant/Funding, second by Trustee Cianfrini. Ayes: Mullen, Graham, Cianfrini, Igoe. Carried.

NEW BUSINESS:

1. **Fire Chief/President Report. Verbal Report provided by Fire Chief Downing.** The Fire Department budget was discussed with members of the fire department and Village Board.
2. **Zoning/Code Reports. Written Report Submitted.**
3. **Camden Report. Written Report Submitted.**
4. **Approval of March 11th & March 25th, 2019 Minutes.**

A Motion was made by Trustee Cianfrini to approve the March 11th and 25th 2019 Minutes, second by Trustee Graham. Ayes: Graham, Mullen, Cianfrini, Igoe. Carried.

5. **Approval of April 2019 Abstract/ P.O's.**

A Motion was made by Trustee Igoe to approve the April 2019 Abstract and P.O.'s, second by Trustee Mullen. Ayes: Graham, Mullen, Cianfrini, Igoe. Carried.

6. **DPW Report. Written Report Submitted.**

A Motion was made by Trustee Graham to send two DPW Employees to a WNY Water Works seminar on May 8th, 2019 @ a cost of \$25 per person, second by Trustee Mullen. Ayes: Graham, Mullen, Cianfrini, Igoe. Carried.

7. **Clerk's Report. Written Report Submitted.**

a) One Time Credit Request Acct#213:

A Motion was made by Trustee Igoe to approve the one-time credit request for account #213, second by Trustee Cianfrini. Ayes: Graham, Mullen, Cianfrini, Igoe. Carried.

8. **Trustee Reports.** Trustee Graham addressed the Board about the importance of attending monthly GAM Meetings and she will be working on the Disaster Plan. Trustee Igoe spoke to the Board about the importance of allowing the fire department to become its own taxing entity and a Fire District. He stated he could not support the increase in the Village tax rate.
9. **Mayor's Report.** Mayor Boyle addressed the Board about the Triangle Park electric.

Having no further business to come before the Board, the meeting was adjourned @ 7:46 PM on **A Motion** by Trustee Graham,

The next regular Board meeting held on April 22nd, 2019 @ 6:30 PM at the Village Hall, 39 Main Street.

This meeting includes public hearings on the 2019-2020 official budget for all funds, increases to the Water and Sewer Rates, and increase to the Village Tax Rate over the tax levy limit set by NYS OSC in accordance with.

Second by Trustee Cianfrini. Ayes: Mullen, Graham, Igoe, Cianfrini. Carried.

Respectfully Submitted,

Andrew Maguire
Clerk/Treasurer

each fiscal year, render to the Board a detailed report of operation and condition of the Reserve Fund.

WHEREAS, Except, as otherwise provided by section 6-c [6-g] of the General Municipal Law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing body and without such additional actions or proceedings as may be required by section 6-c [6-g] of the General Municipal Law, including a permissive referendum if required by subdivision 4 of section 6-c [6-g] of the General Municipal Law.

the Village Board of the Village of Oakfield finds it in the best interest of the Village of Oakfield to create the capital reserve titled: "Fire Protection Gear". The expenditure of funds from a Capital Reserve are subject to permissive referendum.

NOW ON A MOTION OF Trustee Graham which has been duly seconded by Trustee Igoe.

BE IT RESOLVED, that the Village Board of the Village of Oakfield held a public hearing on the 8th day of April 2019 at 6:30 p.m. at the Village Board Room in the Village of Oakfield, to consider the proposed resolution titled: RESOLUTION #11 – 2019 AUTHORIZING THE ESTABLISHMENT OF A CAPITAL RESERVE IN THE GENERAL FUND, TITLED: "FIRE PROTECTION GEAR". And find it in the best interest of the Village of Oakfield to create and establish said capital reserve.

April 8th, 2019

VILLAGE OF OAKFIELD

RESOLUTION # 12 - 2019 INCREASING THE SEWER USER FEE

WHEREAS, Village of Oakfield Local Law #1 – 2008 Regulating Sewer Use and Wastewater Discharge in the Village of Oakfield provides for all sewer charges to be determined at least annually by the Village Board of Trustees by resolution; and,

WHEREAS, the Village of Oakfield Board of Trustees has determined that it is necessary to increase the sewer charge to cover the cost of maintenance, operation, and repair and upgrades to the wastewater treatment plant and its processes; and,

NOW, THEREFORE, BE IT RESOLVED, that the sewer rate shall remain flat at \$5.40 per 1000 gallons, and no increase to the user fee of \$28 per quarter per dwelling. Effective June 1st, 2019, for the duration of fiscal year 2019-2020.

Motion by Trustee Cianfrini

Seconded by Trustee Graham

Ayes: Graham, Cianfrini, Mullen, Igoe, Mayor Boyle

Nays: none

Absent: none

Abstain: none

Carried.

April 8th, 2019

**VILLAGE OF OAKFIELD
WATER RULES & REGULATIONS**

**RESOLUTION # 13 –2019 AMENDING APPENDIX A OF WATER RULES AND REGULATIONS
ADOPTED JUNE 1990. Effective June 1, 2019**

APPENDIX A - FEE SCHEDULE

UNIT DEFINITION –

Residential/Commercial: Each single-family residential dwelling shall be considered one unit and will typically have a 1-inch or less service line and a ¾ inch meter. Included in this category will be single family houses, mobile homes, and individual apartments. Multiple single-family dwellings on the same parcel of land will each be considered an individual unit. Seasonal or non-continuous occupancy will not be taken into consideration when determining what constitutes a unit. Any Residential/Commercial facility described above will be considered as a minimum of one unit. The term “Unit” is also commonly called “User Fee”.

Agricultural: Agricultural facilities are defined as an organization or business that practices the science/art of cultivating the soil, producing crops, raising livestock and, in varying degrees, the preparation and marketing of the resulting products. Agricultural facilities will be assigned an equivalent number of units based on the following method: The average daily usage of the metered Agricultural facility divided by 1,500 gallons per day (G.P.D.) = number of units applied to quarterly bill. Average daily usage will be determined by averaging the daily usage of the Agricultural facility for the year immediately prior to the current year. For average daily usage purposes, the year shall be measured from June 1 to May 31 of the following calendar year. The average daily usage shall be reviewed annually. The number of units for new accounts will be based on the average of the 1st quarter of usage and will be adjusted at the end of the 1st full year. The maximum number of units to be applied to any one account deemed agriculture is ten (10).

RETAIL SERVICE

A. RESIDENTIAL/COMMERCIAL – BILLED QUARTERLY

Base charge per Unit (see Unit Definition for Residential and Commercial Use) \$ 28.00

Charge per 1000 gallons \$ 6.20

B. AGRICULTURAL RATE

Base Charge per unit (See Unit Definition for Agricultural Use) \$ 28.00

Charge per 1000 gallons \$ 5.20

C. TANK TRUCK (BULK)

Charge per 1000 gallons \$ 6.20

1. **HYDRANTS**

Hydrant installation at cost

2. **SERVICE CONNECTION CHARGE**

¾ Tap & connection	at cost
All other	at cost
Bored crossing	at cost

Service connection charges include a maximum of fifty (50) feet of service line. Any Village-installed service line installed past fifty (50) feet shall be billed at the Village's cost of construction, including cost of material and the going hourly rates for labor and equipment.

5. FIELD SERVICE CHARGES
 - A. METER TEST – CUSTOMER REQUEST \$ 25.00
 - ¾ METER at cost
 - ALL OTHER SIZES at cost
 - B. SERVICE SHUT OFF AND/OR METER REMOVAL
 - METER REMOVAL (SEASONAL) no charge
 - METER SET no charge
 - SERVICE ON/OFF **\$75.00**
 - C. METER COST ¾” at cost
 - ALL OTHER SIZES OWNERS COSTS
 - D. REPLACEMENT OF FROZEN METER PLATE at cost

Motion by Trustee Graham

Seconded by Trustee Mullen

Ayes: Graham, Mullen, Cianfrini, Igoe, Mayor Boyle.

Nays: none

Absent: none

Abstain: none

Carried.

April 8th, 2019

Village of Oakfield

Resolution # 14-2019 –Village Tax Rate and Total Levy Amount for Fiscal Year 2019-2020

Whereas, the Village of Oakfield Board of Trustees, after hearing and duly considering all relevant evidence and testimony presented, determined the Village of Oakfield requires an increase in property tax rate from the previous fiscal year, to discharge the expected expenses and obligations in its best interest;

Now therefore, be it resolved, by the Village Board of Trustees that the property tax levy is hereby authorized for a rate of \$5.0693475 per \$1000 of taxable assessed value, or a total levy amount of \$247,561.36. This increase will exceed the allowable New York State Office of The State Comptrollers Village Tax Cap of 2.00% and allowable Village Levy growth factor for fiscal year 2019-2020. A Public hearing was held on March 25th, 2019 to hear comments for and against the adoption of Local Law #1-2019: Overriding the Tax Levy Limit Established by Municipal Law Section 3-C. The Village Board of Trustees adopted said local law by a vote of 4-0 with one trustee being absent, sufficient for the 60% of the vote and compliant with New York State laws and NYS OSC regulations. The local law is available for public viewing at the Village Clerk's office.

MOTION By Trustee Cianfrini

SECONDED By Trustee Mullen

Ayes: Graham, Mullen, Cianfrini, Mayor Boyle

Nays: Trustee Igoe

Absent: none

Carried.