

Present: Mayor: Brian Hemminger
Trustee: Joe DeBrock Trustee: Michael Cheney

Absent: Trustee: BJ Hicks Trustee: Howard Hughson

Also present: Clerk/Treasurer: Jill Seifert, DPW Superintendent: Josh Akin, Deputy Clerk/Treasurer: Melissa Lahr, WWTP Operator: Adam Lotyczewski, Code Enforcement Officer: Jim Murphy, Police Chief: John Storer & Fire Chief: Aaron Newton.

Public: Betsy Bourne, Christy Howard, PCC Executive Director: Janie Burgess & Phelps Library Director: Dan Bish.

Mayor Hemminger opened the meeting with the pledge of allegiance to the flag at 5:00 pm.

Brian invited all present to discuss the recently received State of Emergency Declaration. In anticipation of a snow event, Governor Hochul has issued a state of emergency including Ontario County effective 8 pm this evening. During the discussion, the Phelps-Clifton Springs School District closed for tomorrow, Tuesday, March 14. Janie will follow suit, closing the building for the entire day tomorrow, as will Dan with the Library. John provided additional information from Ontario County 911 & the Sheriff's Office. The Clerk's Office will remain open.

Dan Bish addressed the Board with his apologies for missing the March 6th budget meeting due to a family medical issue. The library's total annual budget continues to increase predominantly due to mandatory minimum wage rate increases and additional lease expense for the expansion, despite these challenges they are keeping their funding request flat at \$55,000. Dan also reported that they are commencing with the "cosmetic" repairs to the new space. In addition, he would like to move the 6 inch proposed wall vent in 213 from the right side of the room to the left; the Board has no objection to this change. Dan thanked the Board for their time and left the meeting.

REPORTS:

DPW, WWTP & Water:

1. DPW – February report – Anticipating snow. Brian requested Josh explain the DOT conversation regarding the Waterside Wine Bar. As a rough summary, Josh saw DOT Greg Trost onsite with other state engineers and Pooler (contractor), discussion ensued. Due to a few concerns regarding previous drawings, safety etc a new engineer and drawings are on the table. Per Greg, if they keep it out of the ROW, they will not require permits from DOT but plans would still need to be approved. DEC has no jurisdiction if they stay out of the creek and it looks like they are going to try to tier/step for construction. If project remains on private property the Village Code Enforcement Officer would need to issue permits and monitor progress. The Village would definitely need to see the plans; Brian questioned Jim on his level of comfort regarding a project of this type and offered the possibility of having the plans reviewed by a qualified firm. Jim indicated that he would contact DEC and Pooler directly.
2. Spring Cleanup dates – starting Wednesday, April 26th through Wednesday, May 24th, limbs, brush and bagged leaves. Josh is fine with these dates.
3. WWTP – Adam indicated that all is well at the plant. Adam provided an update regarding his, Brian, Peter, EFC & DEC representatives zoom meeting. Discussed the disinfection requirement and the possibility of a joint sewer district with Clifton Springs. DEC is not a proponent of this idea due to where the CS plant is in their own upgrade project and our flows. Per Adam's discussion with Eric at CS he disagrees with DEC regarding their interpretation, he can see both pros and cons for a consolidation. Peter has offered to study the feasibility of a consolidation for roughly \$10,000. Brian questioned Adam regarding how much of a look back that DEC does regarding our flow numbers and Adam confirmed that 5 years of numbers are involved, our numbers will change as we progress in our repairs and upgrades as developed by the I/I study. Brian indicated he does not want to waste \$10,000 on an additional study as of yet, he recommends getting through the disinfection requirement and the I/I study first. The Board agrees with Brian. Adam will be starting the annual water report soon, due to changes requested by NYS DOH, it will be challenging. Kevin continues to build a data base of a 1997 Village wide inspection for lead pipes, more work to come on this project for submittal in October, 2024.

- Police:
1. February reports – John indicated it has been quiet.
 2. March schedule – no questions.

Fire Department:

1. February report – No questions, Board comments regarding the new style of report, agree with Aaron's thoughts on being able to track trends. Mileage on 2151 to facilitate repairs on other equipment, fetching/delivering personnel. Large repair bills paid this month will require transfers next month.
2. Member Application – Leslie Newswanger. Motion by Trustee Cheney, 2nd by Trustee DeBrock and carried accepting the Fire Department's recommendation of Applicant Leslie Newswanger. Aaron indicated Leslie's previous department, Gorham, will be allowing Leslie to use his Gorham turnout gear until such time as Phelps can obtain gear.

- 8 Banta Street:
1. Short & Long Term Strategies for the building – Meeting scheduled for Thursday, March 16th at 5 pm.
 2. Roof leak in Fitness Center – Ben’s vent fix did not work; Josh and Ben to investigate once snow is off the roof. In addition, we have a reoccurring leak near the interior doors to the “storage hallway” Josh has investigated and it appears to be near the roof drain, will be calling Proctor regarding this. Janie indicated that time is of the essence with this leak as the new flooring is scheduled to be started Friday, May 12th in that area.

Redfield Park: 1. Closed.

Crooked Bridge Park:
1. Nothing to report.

- Code Enfnt:
1. February reports – No questions. Jim reported that he has received confirmation of submittal from NYS for his annual report.
 2. Received 30 day NYS State Liquor Authority municipal notification from Dirty Jacks LLC located at 5B Church Street. Brian questioned the negative response to question 18 – Is the premises located within 500 feet of three or more on-premises liquor establishments? Within a 500 feet circle you have Smokin Tails, Local Palate and Crafty’s Ales all of which serve alcoholic beverages. Jim indicated that this would be up to the Liquor Authority to enforce. Christy Howard interjected, as she has been researching the same for her Historic Phelps Hotel property and indicated she believes it is **liquor** only; Local Palate serves only beer, wine and ciders and Crafty’s beer only. In addition, she believes it applies only to municipalities of 20,000+ populace.

YP&R Comm: 1. In Trustee Hicks’ absence, Janie reported that the Easter Eggstravaganza Egg Hunt is scheduled for Saturday, April 8th at 4 pm. This annual event was not in the PCC master calendar and another event was scheduled that morning. Going forward it will be added to PCC’s calendar on the Saturday preceding Easter and then moved if required.

Treasurer Rpt: 1. February report – three quarters through the budget year, no questions.

- Minutes:
1. Minutes of the February 13, 2023 Regular Monthly Meeting – Motion by Trustee DeBrock, 2nd by Trustee Cheney and carried as presented.
 2. Minutes of the February 21, 2023 Special Meeting – Motion by Trustee DeBrock, 2nd by Mayor Hemminger and carried as presented.
 3. Minutes of the March 6, 2023 Budget Workshop – Motion by Trustee DeBrock, 2nd by Mayor Hemminger and carried as presented.
 4. Minutes of the February 27, 2023 ZBA meeting – For Information Only.

Correspondence: None.

- New Discussion:
1. Town of Phelps – 2023 Fire Contract, motion by Trustee DeBrock, 2nd by Trustee Cheney and carried authorizing Mayor Hemminger to sign on the Village’s behalf. Payment of \$143,687.97 received in February.
 2. USDA Invasive Insect Survey – Third annual request for participation; motion by Trustee DeBrock, 2nd by Trustee Cheney and carried authorizing Mayor Hemminger to sign on the Village’s behalf.
 3. Motion by Trustee DeBrock, 2nd by Trustee Cheney and carried authorizing the hiring of Betsy Bourne as temporary/per diem Clerk’s Office support at a rate of \$18/hour.
 4. NYSEG LED Streetlight Conversion – Brian has signed and returned the contract on the Village’s behalf. After a brief discussion, Jill will communicate the preference of 3000k - warmer yellow lights.

Old Discussion: 1. Local Law regarding large scale solar farms, Brian is in the process of reviewing code from neighboring communities.

Transfers: None.

Vouchers: Motion by Trustee DeBrock, 2nd by Trustee Cheney and carried to pay the following vouchers as presented.

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| Abstr#10 | General | Ck #'s: 18263 – 18305 | In the amount of: | \$ 86,472.83 |
| Abstr#10 | Water | Ck #'s: 11785 – 11794 | In the amount of: | \$ 40,502.45 |
| Abstr#10 | Sewer | Ck #'s: 12898 – 12913 | In the amount of: | \$ 16,924.97 |

6:03 PM Per Mayor Hemminger’s request; motion by Trustee DeBrock, 2nd by Trustee Cheney and carried to go into Executive Session to discuss a personnel matter. Clerk/Treasurer Seifert, Deputy Clerk/Treasurer Lahr and Betsy Bourne invited to remain.

6:20 PM Motion by Trustee DeBrock, 2nd by Trustee Cheney and carried to come out of Executive Session.

Per the Board's discussion, motion by Trustee Cheney, 2nd by Trustee DeBrock and carried to authorizing the payment of Deputy Clerk/Treasurer Melissa Lahr's wages at 100% for a period of 6 weeks and 67% of gross wages supplemented by accrued balances, at her discretion, for an additional 6 weeks. The Village has opted out of NYS Paid Family Leave statutory coverage of 12 weeks and this will ensure we are in compliance while Melissa is on maternity leave.

Adjournment: 6:21 PM: Motion by Trustee DeBrock, 2nd by Trustee Cheney and carried to adjourn the meeting.

Respectfully submitted,

Jill K. Seifert
Clerk/Treasurer