

**VILLAGE OF VICTORY
VILLAGE BOARD OF TRUSTEES**

SPECIAL MEETING MINUTES

October 18, 2016 at 7:00pm

Call Meeting to Order:

The meeting was called to order by Mayor Patrick Dewey and the board dispensed with the pledge of allegiance.

Roll Call: Mayor Patrick Dewey, Trustee Timothy Healy and Trustee George Sullivan. Village Clerk Treasurer Maureen Lewsey was also in attendance.

Old Business:

1. Correspondence from Employee Ryan Cook

Requesting increase in pay: The village board discussed many items concerning increasing the rate of pay. Mayor Dewey referenced that Schuylerville hires a CDL driver at \$13.50/hr. This position can get more pay is by taking on rebuilding grinder pumps. The hourly rate is at a 15% differential rate. Automatically there is a surcharge based on that. Trustee Sullivan stated that this employee has worked just over three years with very little cost of living increases. Clerk Treasurer commented that all employees have received the same cost of living adjustment. Mayor Dewey worked with the DPW employees on the grinder pumps and is confident that the employee Cook can handle that workload but has not taken the initiative. Trustee Sullivan then asked why the grinder pump are not being done. Mayor Dewey will talk to Bill and Ryan about that. Mayor Dewey responded he can't see the \$15.0/hr. seeing that employee Cook went home without notice or calling in among some other concerns. If he were to pay the near \$30,000.00 annual salary he would like to see more skill set. He has talked to him previously about rebuilding the grinder pumps. Trustee Sullivan stated that working part time at the current rate of pay of \$12.60/hour is not a living wage. Trustee Healy stated that he would like to see this matter addressed during the budget cycle and consider it at that time. The current budget has no allotment for the increase and would rather know how it is going to affect the budget. A topic of discussion was held about the snowplowing hours. Currently employee Cook has to exceed 40 hours in a work week before overtime pay would kick in. The board discussed how a part time employee could be called out and yet not earn a higher rate of pay. Perhaps a differential rate of pay could be offered to compensate for those after normal working hours. There was a discussion about snowplowing hours and possible hours worked and if a shift hourly rate could apply. Trustee Sullivan comments that both employees are doing the same job but not getting the same pay. After general review and conversation, **Trustee Healy made a motion to approve all part time employees receive a 15% increase or differential pay of the employee's current rate of pay for any work performed or duty performed after the normal standard work day for that employee with Mayor Dewey seconded the motion. Vote: 3-0, All Ayes. Motion Passed.** For clarification purposes it was noted that the DPW Laborer position has a standard work day of 7-2:30pm for a seven hour work day and the Deputy Village Clerk Treasurer position has a standard work day of 9-12pm for a 3 hour work day. No changes were made for the full time positions at this time. Trustee Sullivan continued the

discussion that employee Cook has never had a salary adjustment. Clerk Treasurer Lewsey stated that no one else has either with exception of her position in 2002. Trustee Healy supports waiting for the budget cycle where all employees can be review and consideration can be made at this time if warranted. Mayor Dewey said you have to consider and look at all part time employees. Trustee Sullivan said when he was hired the status didn't change and it hasn't been fair and it is not equitable for the employee. Mayor Dewey said the personnel policy will have to change in order to make further changes for part time employees as discussed. **Mayor Dewey made a motion to approve amending the personnel policy for part time permanent employees by including offering paid holidays as listed in the policy and supporting the differential pay as previously approved with Trustee Healy seconded the motion.** Then Trustee Sullivan asked about sick leave. Mayor Dewey said he just couldn't support that. Trustee Sullivan said we should compare what we are really saving. Mayor Dewey at this time said a review should take place that applies to all employees and address the issue appropriately at budget time. To confirm the previous motion, **Mayor Dewey made a motion that all permanent part time employees receive holiday pay and a differential pay of \$15.00 over the regular rate of pay after the standard work day and adjusting the personnel policy to support this change with Trustee Healy seconded the motion. Vote: 3-0, All Ayes. Motion Passed.** Trustee Sullivan still asked about a salary adjustment for dpw employee Cook and Mayor Dewey replied that he can't say what he has done to show initiative. With that Trustee Sullivan commented has he been provided the opportunity. **Mayor Dewey made a motion to wait for any salary adjustment or further wage increase until budget time with Trustee Healy seconded the motion. Vote: 2-1 (nay – Sullivan). Motion Passed.**

2. Dave Roberts Sewer Application

A clarification of the approval process was discussed and it was determined that although the application was approved at the board's October 11, 2016 meeting, Clerk Treasurer Lewsey inquired about the missing information and or documentation as is required. After a brief review of the items missing, **Mayor Dewey made a motion for a contingent approval for the sewer application in order to hook up new service for 7 Horicon Avenue and that until these items are received no work can begin; #1) Complete the question #3 on the application as to who is performing the work with the name and address, #2) compliance of either 7a or 7b of the application by providing a certificate of insurance with the village as additional named insured either by the homeowner's property insurance coverage with a minimum of \$100,000 coverage or from the contractor's certificate of insurance indicating workers comp, disability and a minimum of \$500,000 and #3) that the fee of \$200.00 is received made payable to the Village of Victory with Trustee Healy seconded the motion. Vote: 3-0, All Ayes. Motion Passed.** A letter will be sent to Mr. Roberts of the requirements needed.

New Business:

1. RFQ (Request for Quotes) on Maintenance Garage Roof

Four prospective contractors picked up roof specs and three sealed bids were received before the 5pm deadline. No bids were received after the 5pm deadline. The following bids were received; Wolcott and Son \$5,200.00, General Roofing Contractors \$13,700.00 and Titan Roofing Inc. \$21,000.00. **Mayor Dewey made a motion to accept the bid from Wolcott and Son at**

\$5,200.00 with Trustee Sullivan seconded the motion. Vote: 3-0, All Ayes. Motion Passed.

A certificate of insurance with the village as additional named insured will need to be received prior to the commencement of the work and the project must be completed by December 31, 2016. The color of choice to be determined by the village board.

2. Review Mobile Home Park Law for proposed amendment

Trustee Sullivan supports removing the fees listed in the local law and to be able to have flexibility of establishing them instead in a fee schedule. Mayor Dewey reviewed the local law and has several areas that he would like reviewed and to consider changing or updating. He stated section 8.1-8.6 could be removed but after further discussion section 8.2 and section 8.3 could have some language changes and add “a fee to be determined by the village board” and keeping the remaining sections. Clerk Treasurer Lewsey notes that the acronym SVJWC should be changed to SVBOWM to designate the Schuylerville Victory Board of Water Management throughout the document. Mayor Dewey referenced section 9.7.6 be removed entirely as it relates to providing a public telephone. The license renewal fee was discussed by all with the current rate at \$100.00/license and another \$10.00/lot. The proposed original fee for new MHP was supported at \$1500.00 and \$250.00/lot with renewal license fees at \$700.00 license and \$100.00/lot. This was agreed by all board members. The board then discussed inspections of the park grounds and future inspection requirements for park owned mobile homes. Other questions will be ask of the village attorney such as providing storage facility, certificate of occupancy, eliminating reference to trailer camps and fines or penalties imposed. Some areas were questioned as to enforcement and the board will look for further discussion or information from Attorney Mike Catalfimo. **A summary will be compiled by Clerk Treasurer Lewsey and will be sent out to the village board and village attorney as requested. No decisions were made at this time.**

3. Approve Sewer Grinder Pump Parts

A quote was received from GLLP Inc. in the amount of \$1,023.34 for a list of replacement parts in order to rebuild the grinder pump cores by the village dpw personnel. After brief discussion, **Mayor Dewey made a motion to approve not to exceed of \$1200.00 to get inventory parts from GLLP Inc. in order to rebuild grinder pump cores with Trustee Sullivan seconded the motion. Vote: 3-0, All Ayes. Motion Passed.**

Open Floor: NONE

Executive Session: NONE

Upcoming Meetings:

- Village Board Meeting Wednesday, November 16, 2016 7pm

ADJOURNMENT

Trustee Healy made a motion to adjourn the meeting with Mayor Dewey seconded the motion. Vote: 3-0, All Ayes. Motion Passed.

Respectfully Submitted,

Maurcen Lewsey