

Public Hearing was called to order at 6:15 on February 15, 2023, held at 1663 Cortland Street, Fire Hall Conference room, by Mayor Marshall

Attendance: Trustee Foster, Trustee Ladd, Clerk Tiffany, Mayor Marshall, Walt Cook, Tiffany Dunagan

Public hearing was to talk about Local Law No A-2023 to amend the Village of DeRuyter land use regulations to add a new section regulating Solar Energy systems within the village of DeRuyter.

Public hearing also for Local Law No B-2023 to update the Code enforcement Program in the Village of DeRuyter.

Comments: Mayor Marshall explained both Local Laws, and asked if anyone had any questions.

Public Comments: no comments at this time.

Mayor Marshall to hold board action item for 30 days. Board will do a resolution to pass Local Law A-2023 and B-2023 at the March 15th, meeting.

The regular meeting of the Village Board was called to order at 6:20 p.m. on February 15, 2023, held at 1663 Cortland Street, Fire Hall Conference Room., by Mayor Marshall

Present were-Mayor Marshall, Trustee Foster, Trustee Ladd, Clerk Tiffany, Walt Cook, Tiffany Dunagan

Absent: Aaron Pforter

Motion by Trustee Foster, Second by Trustee Ladd accept January 2023, minutes, all in favor and approved.

Motion by Trustee Ladd, Second by Trustee Foster to accept the January 2023, Treasurer's Report, all in favor and approved.

Old Business

On Hold:

Water Rules regulations update – Aaron & Mayor to review.

Solar and Wind Zoning Law –

Labor Contract with Town of DeRuyter –

Fire Protection Contract -

New Business

Discussion items

Highway- Walt Cook – Received call from village residents would like sidewalk, edge of street cleaned up. Stated the town crew will do in the spring, Need to cut side of street /sidewalks back. Mayor Marshall stated NYSEG will do Lincklaen street Leak Meter project in April 2023, Walt expressed that there is at least two lines on Lincklaen street that needs to go under the drainage pipes. Walt stated that Suit-Kote will come in later hoping for May or June to pave Lincklaen street. Walt would also like to Slurry seal Mill Street. This will not be covered by CHIPS funds. Getting prices from Suit-Kote. Mayor Marshall is waiting on CNY regarding the Ventrac trade in, more information at the next meeting.

Water-Aaron Pforter – No Report: Mayor Marshall reported we did not have any frozen meter during the cold spell. Did have an issue with line before the meter on Cortland Street, it took Aaron and Mayor a little over hour to fix. No huge issue. Mayor Marshall and Aaron will be doing a Video call with Laberge Group regarding the Water Feasibility grant on February 27th, to go over the report and the projection to move forward.

Joint Youth – Aaron Pforter – Mayor Marshall reported he is working with Aleisha and Andrea from Cortland City Youth Bureau. The Cortland City Youth Bureau now has WSI on staff. Mayor Marshall would like to have everything in place

by middle of March, early April. Looking to have the program run July 17- Aug 4, 4 days per week. More detail to come. Trustee Foster stated that the Village would not be billed for the Enchanted Forest trip last year from DeRuyter Central School.

Other:

1. **Election Day** – March 21, 2023, from noon to 9:00 pm.
2. **Public Hearing – Second public hear to be held March 15, 2023, for CDBG Water Facility Study project # 327CP30-21 with Laberge Group. Clerk Tiffany to place ad in Cortland Standard**
3. **NBT Bank** – Now receiving interest on the Village Savings account with NBT Bank.
4. **NYS CHIPS** – received letter regarding CHIPS we have ~ \$68,585.78 for 2022-2023, will hopefully receive more funds in April.
5. **Career & Technical Education** – Mayor Marshall also talked about a program the Madison County Emergency Management training center will be a pilot program for. The Career opportunities will be for Juniors and Seniors in high school. Students who would like to serve their communities through the fast-growing field of emergency services. This is a two-year program. Students will be able to earn high school and college credits and may be eligible for a CTE endorsement on their high school diploma.

Board Action Items

- **Approve** – CDBG Grant #327CP30-21 Invoice #202203800003 \$8,000.00. Water Feasibility Grant Final payment request to Laberge Group. Voucher listed in Abstract #9. Motion by Trustee Ladd and by Trustee Foster all in favor and carried.
- **Review/Approve** - Village of DeRuyter Fund Balance Policy. Motion by Trustee Foster Second by Trustee Ladd. All in favor and carried.
- **Approve** – Resolution Second public hearing CDBG Grant 327CP30-21. Motion by Trustee Ladd, Second by Trustee Foster All in favor and carried.

Motion to pay bills and approve payroll: Motion by Trustee Foster, Second by Trustee Ladd, all in favor, carried.

- Payroll January 2023 \$ 2670.91
- Abst # 8 \$19,614.13 and Abst 9 \$356,970.14
- Motion to adjourn meeting by: Mayor Marshall Time: 6:50pm

Respectfully Submitted by:
Ardene Tiffany, Clerk

Village of DeRuyter

Fund Balance Policy

Purpose

The Village Board of the Village of DeRuyter is responsible for the appropriate accounting of public funds, the sound management of municipal finances, and the adequate funding of services desired by the public. This fund balance policy is meant to help the Village maintain a prudent level of financial resources to provide essential services, maintain sufficient cash flow, and manage unanticipated occurrences.

Background

The New York State Office of the State Comptroller and the New York State Government Finance Officers Association recommend that local governments establish a policy to maintain reasonable levels of unexpended surplus funds in their General Funds to hedge against unanticipated expenditures and/or revenue shortfalls, without withholding funds that could otherwise be put to productive use.

The Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which is intended to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied.

Definitions

GASB Statement No. 54 replaces the previous fund balance classifications with the following:

Non-spendable fund balance consists of assets that are inherently non-spendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments.

Restricted fund balance consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments, or through constitutional provisions or enabling legislation.

Committed fund balance consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint. The New York State Office of the State Comptroller believes that in most cases, local governments in New York will not have committed fund balance to report.

Assigned fund balance consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund, and in funds other than the General Fund, assigned fund balance represents the residual amount of fund balance.

Unassigned fund balance represents the residual classification for the government's General Fund and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or unassigned.

Policy

1. This policy shall apply to the Village's General Village wide (A) Fund, (F) Water Fund Village wide (J) Joint Youth Fund
2. When resources are available from multiple classifications, the Village spends funds in the following order: restricted, committed, assigned, unassigned.

3. The DeRuyter Village Board is the decision-making authority that can commit fund balance. The action to commit fund balance must occur prior to the fiscal year-end in order to report such commitments in the financial statements of the respective period. The commitment may only be modified by a resolution authorized by the Village Board

4. Unexpended Surplus Funds

a. For the purpose of this policy, unexpended surplus funds consist of Unappropriated Fund Balance.

b. The Village shall strive to maintain unexpended surplus funds as follows:

<i>Fund</i>	<i>Minimum</i>	<i>Maximum</i>
<i>A</i>	25% of Adopted Budget Appropriations	50% of Adopted Budget Appropriations
<i>F</i>	25% of Adopted Budget Appropriations	50% of Adopted Budget Appropriations
<i>J</i>	25% of Adopted Budget Appropriations	50% of Adopted Budget Appropriations

c. The Village Supervisor shall report the amount and percentage of applicable fund unexpended surplus funds to the Village Board upon completion of the Annual Update Document each year.

d. In the event that unexpended surplus funds exceed the maximum amounts set forth above, the excess may be utilized for any lawful purpose approved by the Village Board. In order to minimize the long-term effect of such use, the excess should be appropriated to fund one-time expenditures which do not result in recurring operating costs, and/or be used to establish or increase reserves.

e. In the event that unexpended surplus funds fall below the minimum amounts set forth above, the Budget Officer shall make a recommendation to the Village Board to restore the balance to the minimum level in the next budget year or other appropriate period of time.

Review

This policy shall be reviewed by the Village Board on an annual basis.

Village of DeRuyter

Resolution Authorizing the Mayor to hold a public hearing for the
2021 Community Development Block Grant Program

Whereas, The Village of DeRuyter was the recipient of a community Development Block Grant (CDBG) administered by the New York State Office of Community Renewal; and

Whereas, participation in this program requires two public hearings; the first being to seek direction and comments on the application for funding and the second to allow the public an opportunity to comment on its implementation; and

Whereas, the Village held the first of two required public hearings on the 2021 Water Feasibility Study project on February 16, 2022, prior to submitting its application; and

Whereas, the Village has expended all the CDBG funded 2021 Water Feasibility Study project activities making it appropriate for holding the required second public hearing; and

Now, THEREFORE IT IS RESOLVED, by the Members of the Village Board; that the Village clerk is hereby authorized to publish a Notice of Public Hearing to be held on March 15, 2023, at 6:15 pm. At the Village Hall to provide an opportunity for the Village to:

Provide citizens adequate opportunity to participate in the review the performance and status of activities for project 327CP30-21.

On a motion by Trustee Foster seconded by Trustee Ladd. The foregoing Resolution was adopted on a vote of 3 Ayes, 0 Nays and 0 Absents, The Mayor declared the Resolution adopted.

Dated: 2/15/2023