

VILLAGE OF OLD FIELD
Bord of Trustees Meeting Minutes
Tuesday, June 11, 2024

Mayor Tom Gulbransen- Fire and Safety, Code Enforcement, Environmental
Deputy Mayor William Schaefer- Operations, Special Projects, Website
Trustee Rebecca VanDerBogart - Building, Lighthouse Project (not in attendance)
Trustee Morgan Morrison - Roadside, Trees, Streets and Parks
Trustee Hannah Smith – At large
Village Attorney Anthony Guardino
Village Clerk Patty Rodier
Village Treasurer Andrea Podolsky
Building Inspector Joseph Arico
Building Clerk Dawn McCoy (not in attendance)

Pledge of Allegiance

The Mayor led the pledge to the flag and opened the meeting at 7:00 pm

Public Comment

- Karen (Deer fence committee) inquired as to who is responsible for advising a homeowner against planting on Village property. Hayley to work with the resident and Joe from building is responsible for setback information.
- Bruce Feller inquired if code enforcement can act as first responders. Discussion concluded that the code enforcement team can act as a first responder as a civilian but not as a village employee and that it is not required of them as a written job duty

Building

- 15 Woodhull Cove is a demo & rebuild. The site plan was recommended for approval by the board. There is currently an asbestos abatement report pending.
- 1 Woodhull Cove received a summons as a site plan has not been submitted.
- The boathouse at 12 Westgate Rd, Joe noted some action will be needed.
- 190 Old Field Rd is up for auction. No permit
- 7 Blueberry tree removal. Scott to get a certified survey from the owner to determine if the trees cut were within the 50' setback from the house
- Joe discussed recommended changes to site plan process

Clerk

- Trustee Schaefer motioned to approve minutes of April 2024, seconded by Trustee Morrison.
Approved 4-0

Treasurer

- Motion to approve warrants and treasurer reports May of 2024 – On hold

Code Enforcement

- Village Attorney to update the property check form (completed)
- Code enforcement report to include a statement of zoning and building violations for the month
- Trustee Schaefer inquired about requiring code enforcement to document when they issue a warning
- Discussion regarding code enforcement performing laps of the village at the rate of 3 per shift barring any other code activity
- Mayor Gulbransen is in agreement to allow Code vehicle tracking for 2 additional months at which time the service will be discontinued
- Request for code to record all landscape companies operating in the Village
- Any information required by Prosecutor Kaufman must be provided three weeks prior to the scheduled court date.
- Code responsibilities discussed
- May Code Enforcement Activity:
 - 483 Property checks completed in May
 - 20 Field reports generated
 - 3 aided person reports
 - 1 Suspicious vehicle investigation reports
 - 6 Code violation investigations
 - 7 Village information reports
 - 1 Vehicle accident report
 - 2 Fire alarm investigation reports

Motion Items

- On a Motion by Trustee Schaefer and seconded by Trustee Morrison the board approved Cullen & Danowski to serve as Village Auditor including certified audits for one year at \$13,000 per year. Approved 4-0
- On a Motion by Trustee Schaefer and seconded by Trustee Morrison the board approves payment to Cullen & Danowski as Village Auditor for certified audits at \$13,000 per year. Approved 4-0
- On a Motion by Trustee Schaefer and seconded by Trustee Morrison the board approves the Catch basin cleaning by Dejana at \$2,450 per day with an eight (8) hour minimum. The fee for debris disposal is \$95 per cu. yd. and not to exceed 4 days
- On a Motion by Trustee Schaefer and seconded by Trustee Morrison the board approves the payment to Dejana for catch basin cleaning services. Approved 4-0

New Business

- Repairs to village hall bathroom. It was agreed to seek out a handy man service for light repairs and maintenance.
- Code radio upgrades for SFD frequency – SFD will update the radios at no charge
- Flag removal or lighting – board to investigate new lighting options
- 8 Crane Neck Road land clearing without a permit – Scott to investigate
- Section 108 regarding trees to be removed, the wording needs to be improved, the board will send a proposed change to the Village Attorney.
- Section 108-4 removal of invasive species; define invasive species to add the verbiage “approved invasive species”. Village attorney to provide the wording.

Old Business

- Gutter extension to downspouts on Keeper's Cottage – Morgan to get a quote from his roofer
- Review cleaning company/cleaning services protocol of Lighthouse and Keeper's cottage. After discussion with the current provider, she submitted the following pricing:
 - Light house – \$70
 - Keepers Cottage - \$35
 - Deep clean service – \$200
 - Apply Murphy Oil - \$100
- Overview of Summons Process
- Village Code
 - Code Revisions
 - Code Enforcement
 - Procedure concerns for code enforcement issues

Commissioners Reports

- Mayor Tom Gulbransen- Fire and Safety, Code Enforcement, Environmental
 - Topics covered in meeting
- Trustee Rebecca VanDerBogart -Building, Lighthouse Project (as delivered by Trustee Morrison)
 - Inquiry regarding Walter becoming an expert for the Village
 - Trustee Schaefer and VanDerBogart want to compare ICC & Modern Ruins
- Trustee Morgan Morrison- Roadside, Trees, Streets, Parks
 - Trustee Morrison checked with Opal and is waiting on a response
- Trustee William Schaefer-Operations, Special Projects, Website
 - Website code enforcement revised
 - Remove lighthouse foundation reference from the website
 - Update list of residents with current information
- Trustee Hannah Smith- At Large

Additional Public Comments

Executive Session

In: 9:35

Out: 10:15

Adjournment

Motion to adjourn made at 10:15 by Trustee Schaefer and seconded by Trustee Smith

Calendar

- Next work session, July 11, 2024
- Monthly Meeting July 16, 2024