

VILLAGE OF SCOTTSVILLE
BOARD OF TRUSTEES ORGANIZATIONAL MEETING

Minutes of Meeting
Monday, April 5, 2010, 5:00 P.M.

CALL TO ORDER: Mayor Paul Gee called the meeting to order at 5:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL:

Present: Mayor Paul Gee, Deputy Mayor Leslie Wagar, Trustee Elizabeth Murray,
Trustee James Clark and recording secretary Elaine Driscoll.

Also Present: Attorney Peter Skivington (arrived at 5:30 P.M.), Deputy Village
Clerk Julie Kuhn, Treasurer Beverly Martin and EMS Chief
Matt Jarrett.

PUBLIC BEFORE THE BOARD - None

ORGANIZATIONAL ISSUES:

Mayoral Appointments:

MOTION: made by Trustee Murray seconded by James Clark to approve the
listed Mayoral appointments for the year 2010-2011.

Deputy Mayor – Leslie Wagar

Village Clerk/Tax Collector – Elaine Driscoll

Deputy Village Clerk – Julie Kuhn

Treasurer – PT – Beverly Martin

Superintendent of Public Works – Steven Farrell

Deputy Superintendent of Public Works – Henry Taggart

Sewer Plant Chief Operator – Steven Farrell

Disaster Coordinators – EMS Captain Matt Jarrett & Jon Barker

Council of Governments Representative – Paul Gee

Representative to the Monroe County Planning Council – Leslie Wagar

Discussion: Per Mayor Gee, as of June 1st the position of Deputy
Superintendent of Public Works will end, and Henry Taggart will officially be
retired.

VOTE: 4-0. Carried unanimously.

Meeting Dates Designation:

MOTION: made by Trustee Wagar seconded by Trustee Murray to
designate the second Tuesday of each month as regular meeting
dates; Fire Commission meetings to start at 6:00 p.m. and the
Village Board meeting to start at 6:30 p.m.

VOTE: 4-0. Carried unanimously.

Organizational Meeting Date Designation :

MOTION: made by Trustee Clark seconded by Trustee Wagar to establish Monday, April 4, 2011, 5:00 P.M. as the organizational meeting date for the 2011-2012 schedule.

VOTE: 4-0. Carried unanimously

Bank Designation:

MOTION: made by Trustee Murray seconded by Trustee Clark to designate J.P. Morgan Chase (Scottsville Branch) as depository for General, Sewer, Capital, and the Checking Account.

VOTE: 4-0. Carried unanimously.

Official Newspaper:

Discussion: Insufficient newspaper coverage by “the Sentinel” for the Scottsville/Wheatland areas and the lack of being able to purchase the paper at any local establishment, was recognized with Mayor Gee and Trustee Murray agreeing that a meeting with “the Sentinel” might bring a remedy of these concerns.

MOTION: made by Trustee Clark seconded by Trustee Wagar to designate “The Sentinel” as the official newspaper for the year 2010-2011.

VOTE: 4-0. Carried unanimously.

Investment Policy set up:

MOTION: made by Trustee Murray seconded by Trustee Clark to set up the following investment policy for the Village of

Scottsville:

Village funds not immediately needed for Village operations may be invested in the following types of investments:

1. Insured Savings Accounts
2. Certificates of Deposit
3. United States Government Treasury Bills
4. Government Money Market Accounts

Investments may be made only in Commercial Banks and the United States Government and must be collateralized to the extent that amounts exceed Federal Deposit Insurance Corporation (FDIC) Insurance.

The following is the approved list of depositor’s of the Village of Scottsville to which funds may be invested:

- Citibank
- JP Morgan Chase
- H.S.B.C.
- United States Government

VOTE: 4-0. Carried unanimously.

Liaison Representatives:

Mayor Paul Gee: Department of Public Works
Fire Department & Rescue Squad

Deputy Mayor Leslie Wagar: Village Zoning/Planning Boards
Code Enforcement

Trustee Elizabeth Murray: Communication Director
Community Organizations
Chamber of Commerce
Main Street Committee
Town of Wheatland Economic Development
Task Force

Trustee James Clerk: Village Parks
Clerk's Office
Waste Water Treatment Plant

Discussion: Trustee Murray questioned having a liaison from the Village for the Festival. After discussion re: lack of help and interest in the Festival by other organizations and a drop in committee member participation (there were only four people at the last festival meeting –not including the chairperson), it was recommended that the Festival not be held for a year or so to regroup with a better Festival plan and community participation. At present no vendor or sponsor letters have gone out. Trustee Murray will ask the Communication Director, Edie Cornish, to be in contact with the chairperson of the Festival, Sharlene Reeves, to see if she plans to continue as chairperson. Mayor Gee said that other organizations should be contacted to see if they would want to take over the Festival. The possibility of cancelling the Fireworks contract or using them for another event, such as the Farmers' Market, was mentioned. Trustee Murray reviewed the plans for the Farmers' Market, highlighting insurance requirements.

MOTION: made by Trustee Wagar seconded by Trustee Clark to designate the Board liaison representatives as listed.

VOTE: 4-0. Carried unanimously.

Attorney Peter Skivington entered the meeting at 5:30 P.M. and was acknowledged as present.

To accommodate Attorney Skivington, Mayor Gee went to new business.

NEW BUSINESS:

Subject to Permissive Referendum – The procedure for setting public hearings being subject to permissive referendum was reviewed with Attorney Skivington. There was question whether the public hearing that was set up for April 13, 2010 for the transfer of funds from the Ambulance Reserve Account to the Ambulance Equipment Account for the purchase of a new ambulance should have been subject to permissive referendum. Attorney Skivington will do a written opinion to have on file re: that there is no referendum requirement in this case for expenditures made from the specific Capital Reserve Fund established for ambulance replacement.

Attorney Skivington left the meeting.

ORGANIZATIONAL ISSUES Cont'd:Audit the Books & Records:

MOTION: made by Trustee Clark seconded by Trustee Wagar that the Board of Trustees cause to be audited the books and records of any officer who collects or disburses funds.
VOTE: 4-0. Carried unan.

Municipal Officials & Employees attend school etc.:

MOTION made by Trustee Murray seconded by Trustee Wagar authorizing municipal officials and employees to attend school, conferences, seminars etc., conducted for the benefit of the local government - reimbursement will not be paid without prior approval by the Village Board of Trustees.

Discussion: Trustee Murray questioned if the Village would pay for committee people etc., to go to conferences, training etc. Treasurer Martin indicated that there is only money in the budget to cover Village officials and employees. The issue will be put on the April 13th agenda to get legal counsel direction.
VOTE : 4-0. Carried unanimously.

Advance Approval of Claims:

RESOLUTION: made by Trustee Wagar seconded by Trustee Clark:
WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

WHEREAS all such claims shall be presented at the next regular meeting for audit, and

WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally

liable

for any amount disallowed by the board of trustees.
Section 2. That this resolution shall take effect immediately.

VOTE: 4-0. Carried unanimously.

Mileage Allowance:

RESOLUTION: made by Trustee Clark and seconded by Trustee Murray: WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the village that use their personal automobiles while performing their official duties on behalf of the Village of Scottsville;

NOW THEREFORE BE IT RESOLVED

Section 1. That the Board of Trustees shall approve reimbursement to such officers and employees at the rate of .505 per mile.

Section 2. That this resolution shall take effect immediately.

VOTE: 4-0. Carried unanimously.

OLD BUSINESS - None

NEW BUSINESS

Joint Village/Town/County Meeting

MOTION: made by Trustee Murray seconded by Trustee Wagar to set a Village of Scottsville/Town of Wheatland/County of Monroe joint meeting on Monday, April 12, 2010 at 6:00 P.M. re: Pump Station, at the Wheatland Municipal Meeting, conf. room B.

VOTE: 4-0. Carried unanimously.

Public Information Meeting – Pump Station – date will be set at the April 13, 2010 meeting. Post cards or letters need to be sent to all residents. The pump station project was reviewed briefly and scheduling of upcoming meetings.

Park Audit

MOTION: made by Trustee Wagar seconded by Trustee Clark to authorize the Mayor to sign the proposal for agreed upon procedures provided by Raymond F. Wager, CPA, P.C. for the Johnson Park Pavilion Rehabilitation Project #EPF-540535, audit, in an amount not to exceed \$950.00,

VOTE: 4-0. Carried unanimously.

Eagle Scout projects – Two projects were decided upon to offer the Eagle Scouts to do as their leadership service projects:

1) Rehabilitation of the aqueduct in Canawaugus Park to include researching history, repairing, installing a plaque and possibly a bench.

2) Johnson Park renovations: work inside the pavilion (installing a small kitchen), installation of insulation (with guidance) and possible upcoming outside work.

The scouts selected to do these projects should be in touch with Mayor Gee. Trustee Clark and Trustee Murray will inform leaders of these projects.

ADJOURNMENT:

MOTION: made by Trustee Wagar seconded by Trustee Clark to adjourn the meeting at 6:35 P.M.

VOTE: 4-0. Carried unanimously.

Submitted by,

Elaine M. Driscoll
Village Clerk