

Village of Scottsville
Board of Trustees Meeting
Tuesday, April 9, 2019
UNAPPROVED Meeting Minutes

Board of Trustees: Eileen Hansen, Mayor
Kathie Carl, Deputy Mayor
Christie Offen, Trustee
Todd Shero, Trustee
Leslie Wagar, Trustee

Call to Order Mayor Hansen called the meeting to order at 6:37 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Eileen Hansen, Mayor
Kathie Carl, Deputy Mayor
Christie Offen, Trustee
Todd Shero, Trustee
Leslie Wagar, Trustee

Also Present: Thomas Rzepka, Attorney
Katie Garner, Treasurer
Anne Hartman, Village Clerk
Kenny Bohn, DPW Labor Foreman
Todd Schwzman, DPW Labor Foreman
Approximately 10 residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, March 12, 2019

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to approve the minutes of the *Tuesday, March 12, 2019* Village Board Meeting as submitted.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Saturday, March 16, 2019 - Budget

Motion made by Trustee Todd Shero and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Saturday, March 16, 2019* – Budget Meeting as submitted.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Wednesday, March 20, 2019 - Budget

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to approve the minutes of the *Wednesday, March 20, 2019* - Budget Meeting as submitted.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Monday, April 1, 2019 – Organizational Meeting

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Todd Shero to approve the minutes of the *Monday, April 1, 2019 – Organizational Meeting* as submitted.

Discussion Trustee Offen asked that her remarks on the attorney appointment be added: the attorney time sheet be emailed to the trustees prior to the meeting, broken down by staff doing the work and the contract to note that it is not self-renewing.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

General Rules of Procedure – Mayor Hansen read the General Rules of Procedure for conducting a meeting from the April 1 meeting.

Public Before the Board

Kim LaCelle, a Science Teacher from WCCS - Trees for Tribs, a state-run program to plant and educate on trees. Will work with her students to plant trees along the banks at Canawaugus Park to prevent erosion, flood control, and protect and maintain the fish. She offered her students to work with the DPW. DPW will supply deer protection.

Motion made by Trustee Christie Offen and seconded by Trustee Leslie Wagar to allow Kim LaCelle to apply for grants for Trees for Trib to obtain trees to plant in Canawaugus Park pending verification from the Town of Wheatland.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Nick Pearl, Santa Float – June 22 (rain date 6/23), same as last year, FD supplying EMT floaters, Lions cooking hot dogs, coordinating with Caledonia on a bocce tournament and will split the proceeds, requesting the use of the fenced in area around the WWTP for ease of security, Greater Wheatland Area Chamber is assisting. Greenway is also having a Hike for Santa that day as well.

Canawaugus Park – Santa Float

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to approve the use of Canawaugus Park for the Santa Float on Saturday, June 22, 2019 with a rain date of June 23, 2019 pending the receipt of the proper insurance certificate with the Village of Scottsville listed as an additional insured.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Liquor License

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to allow the Mayor to issue a letter to the New York State Liquor Authority to allow N&C Pizza to serve wine and beer at Canawaugus Park from 9:00 am – 6:00 pm on June 22, 2019 (June 23, 2019 rain date), at the Santa Float pending receipt of liability insurance.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Parade of Lights

Saturday, December 6, 2019

Asking for the Village to secure the road closure permit from NYSDOT
 Obtain the bus drivers and insurance – Chamber will reimburse the Village
 Cornhole at the FD

Public Hearing – 2019-2020 Budget

Mayor Hansen opened the public hearing at 7:08 pm, with the reading of the notice from the Sentinel.

**Legal Notice
 Notice of Public Hearing
 Village of Scottsville**

PLEASE TAKE NOTICE that a Public Hearing will be held by the Village of Scottsville Board of Trustees on Tuesday, April 9, 2019 at 7:00 pm at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York to review and adopt the 2019-2020 Budget. A copy of the Tentative Budget will be available at the Office of the Village Clerk after April 2nd, where it may be inspected by any person during office hours.

Statement read by Mayor Hansen

The majority of our budget is out of our control, fixed expenses and debt payments
 \$75,000 refund from Workers' Comp came in this week which will lower the tax levy
 A Village employee has been assigned the task of applying for grants
 Needs of the Village necessitate going over the 2% tax cap

Public Comment opened at 7:27 pm.

Bob Valerio, 205 Briarwood Lane: Chief seemed confused by some of the budget, was the budget put together by the whole Board? Rather raise taxes so we do not need to go into debt for every purchase. Need to plan ahead.

Mayor Hansen: Up until March 20, the whole Board worked on the tentative budget, since then the Mayor has met with Chief Brown, as well as, the CPA and the WC refund came in which caused changes to be made to this tentative budget. Public hearing will remain open for more discussion. Goal is to build up the reserves, but that cannot be done in one year. Everyone agrees the reserves need to be built up.

Theresa Dunn, 68 Rochester St.: Do not want higher taxes, it is a hardship on some residents.

Andy Fraser, Heather Lane: Glad the tax rate went down, at the same time, reserves need to be funded, look to grants.

Public Comment closed and Board Comment opened at 7:42 pm.

Trustee Shero: use that WC refund to fund the reserves

Deputy Mayor Kathie Carl and Treasurer met with the CPA who advised to stay under 5%.

Trustee Offen: changes made without all of the Board input; an emergency meeting should have been called, changes made are unclear, would like more communication and conversations.

Mayor Hansen: It has been a very rushed time getting this tentative budget together and changes with the last minute windfall, we can schedule another meeting for this week, it is a tentative budget and the public will remain open.

Going back to the budget from March 20 without changes and will continue discussion at the April 16 meeting.

The \$74,000 from WC is in the General Fund a motion is needed to put it in the WC Reserve.

Board Comment closed at 8:10 pm.

Public hearing will remain open until April 16 meeting.

Schedule Special Meeting

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to schedule a special meeting on Monday, April 22, 2019 at 6:00 pm to vote on the budget.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Public Hearing – DPW Equipment

Mayor Hansen opened the public hearing at 8:11 pm, with the reading of the notice from the Sentinel.

Legal Notice Notice of Public Hearing Village of Scottsville

PLEASE TAKE NOTICE that a Public Hearing will be held by the Village of Scottsville Board of Trustees on Tuesday, April 9, 2019 at 7:45 pm at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York to consider the release of monies already on deposit in the General Equipment Reserve for various DPW equipment, including a Toro mower, Bobcat smooth bucket and a Durastar plow, not to exceed an amount of \$27,000.

Public Comment opened at 8:11 pm.

Gus Schultz, 62 Rochester St. – What plow?

Ken Bohn – 1997 plow blade, beyond repair

Public Comment closed and Board Comment opened at 8:17pm.

No Board Comment

Board Comment and public hearing closed at 8:17 pm.

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to the release of monies already on deposit in the General Equipment Reserve for various DPW equipment, including a mower, Bobcat smooth bucket and a Durastar plow, not to exceed an amount of \$27,000.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Reports – Attorney Thomas Rzepka

Thank you for the appointment.

Department Reports

a) **DPW – Ken Bohn**

- Snow removal
- Johnson Park cleanup/setup/tree removal
- Cold patch potholes
- Main Street triangle
- Brush/Wind damage cleanup
- Trimmed street limbs

- Sewer flushed streets
- Vehicle prep/maintenance
- Cleaned gutters at shop – metal roof will need repairs
- Surplus equipment to sell
 - Smith 10ft tailgate spreader?
 - More to follow as new equipment comes in

Earth Day May 4

TV recycling will be free this year, we collect so few anymore and the Town has their free recycling for outside the Village on the same day.

Garbage Outside the Village

Motion made by Trustee Todd Shero and seconded by Trustee Christie Offen to raise the fee for garbage and recycling pick up to \$300 a year, \$150 being paid by June 1 and the balance of \$150 by January 1.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Memorial Trees

Two trees have died over the winter

Christine Uribe from the Greenway contacted the DPW to start a nursery to supply trees throughout the Village

Parking on the curve

Requires a local law to prevent people from parking along the curve at the triangle.

b) **Treasurer – Katie Garner**

Prepaid Bills:

Motion made by Trustee Christie Offen and seconded by Trustee Todd Shero to approve the prepaid bills through April 9, 2018, with totaling \$12,542.32.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Pay Bills:

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to approve payables on the APGL Distribution Report and Voucher Detail Report through April 9, 2019, with General Payables totaling \$61,456.97.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Treasurers Report:

Bank Balances:	Beginning Bank	Activity Per Bank		Ending Balance
		Receipts	Disbursements	
		\$	\$	
AP Checking Account	\$ 1,177,001.11	180,353.64	317,742.30	\$ 1,039,612.45
Money Market	\$ 1,206,260.79	\$	-	\$ 1,206,337.46

Budget Transfers:

Account Code	Descriptions	To	From
Printing/Mailing-contractual	A.1670.4		575
	Village Clerk-contractual	A.1410.4	575
Snow Removal - equipment	A.5242.2		328
	Snow Removal - salaries	A.5142.1	328
Estimated Revenues - State Aid	A3089	20,806.00	
	Appropriated Reserves	A511	20,806.00
		21,709.00	21,709.00

Motion made by Trustee Christie Offen and seconded by Deputy Mayor Kathie Carl to approve the budget transfers as listed from the April 2019 Treasurers Report for an amount of \$21,709.00.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Budget Amendments:

Suggested Budget Amendments:	Revenue	Expense
Budget Amendments	Increase	Increase
	\$	
Reduce Refuse Equipment	(3,344.00)	
		\$
Reduce Appropriated Reserves		(3,344.00)

To reduce budget and appropriated reserves for actual spent on recycling toters

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the budget amendments as listed from the April 2019 Treasurers Report for an amount of \$3,344.00.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Budget Reserve Transfers:

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl for the 2018-19 Fiscal Year transfer \$74,001.00 into the Workers' Compensation Reserve.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

c) **Building Inspector/Code Enforcement Officer – Tom Perkins**

Permits Issued 711 North Road Lab Renovation

Permits Finalized 45 Chili Avenue Roof Mounted Solar

Code Enforcement

32 Main Street Paper in windows, rubbish in doorway, Removed
 67 Rochester Street Tires and rubbish around building, requested that it be removed.
 222 Briarwood Reroof no permit

Fire Safety Inspections

1 Browns Avenue No concerns noted at time of inspection
 69 Rochester Street Reinspection in thirty days
 99 Main Street No concerns noted at time of inspection
 13 Main Street Reinspection in six months, flooring

d) **Clerk – Anne Hartman**

Park Permits

Brian Bucher Saturday, April 20, 2019
 Racheal Johnson Sunday, May 5, 2019
 St. Mary’s Church Sunday, June 2, 2019
 Jason Galagda Saturday, June 8, 2019
 Amanda Wheatley Saturday, July 6, 2019
 Brandon Taggart Friday, August 23, 2019

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to approve the above Johnson Park Permits as listed.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Peddler Permit

The Peddler Permit and local laws governing should be more defined.

Trustee Reports:

Deputy Mayor Kathie Carl

Liaison to: Village Office

Trustee Christie Offen

Liaison to: Community Organizations
 Planning Board/Zoning Board of Appeals
 Forestry Board

Trustee Todd Shero

Liaison to: DPW – Loader needs repairs
 Parks

Trustee Leslie Wagar

Liaison to: Dog Park – on hold, the grant money was put toward the garbage truck
 Public Relations

Mayor's Reports - Eileen Hansen

Liaison to: Fire Department
 Code Enforcement Officer
 Home Town Hero banners will be ready for Memorial Day, being printed by
 Genesee Valley Pennysaver, the American Legion is handling the money

Old Business

No old business

New Business**NYCOM Annual Meeting and Training School**

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve to send Mayor Hansen to NYCOM Annual Meeting and Training School in Cooperstown, NY, May 5-7, 2019.

Vote: *Carried (4-0-1)*

Mayor Eileen Hansen	ABSTAIN	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Adjournment

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to adjourn the Village Board meeting at 9:06 pm.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Deputy Mayor Kathie Carl	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Respectfully submitted by,


 Anne Hartman
 Village Clerk