

Village of Scottsville
Board of Trustees Meeting

Tuesday, August 11, 2020

Due to COVID-19 the meeting was held remotely.

Meeting Minutes

Call to Order Mayor Eileen Hansen called the August 11, 2020 Village of Scottsville Board of Trustees to order at 6:39 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
Anne Hartman, Village Clerk
Katie Garner, Treasurer
Lori Brockelbank, Davey Tree
Forestry Board members
Undetermined number of residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, July 14, 2020

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, July 14, 2020* 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 | | |

Tuesday, July 21, 2020

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the minutes of the *Tuesday, July 21, 2020* Treasurer Meeting as submitted.

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

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

Public Before the Board

Davey Tree Report: Lori Brockelbank gave a report to fulfill the requirements of the Tree Inventory grant.

Reports - Attorney Thomas Rzepka

Fire district work, waiting out the 30 day permissive referendum period

Department Reports

Building Inspector/Code Enforcement Officer

Permits for the last month issued

16 Second Street - structural alteration (wall repair)

80 Oakwood - home generator

219 Briarwood - Pool/Hot tub
 3 Genesee Street - Furnace
 23 Browns- Deck
 18 Diana -Deck
 9 Maple - Pool
 119 Heather Lane- Deck

Property Maintenance:

Overnight parking issues on Main Street, Green warning tags are being issued to violators parking longer than the two hr maximum. If this does not solve the ongoing problem tickets will be issued.

3 Lawn complaints have been sent and resolved

Few Garbage issues have been sent in and will be sending notices out.

Fire Marshal:

Laundromat construction is almost complete, new machines and all new flooring is being put in, Fire Alarm and sprinkler system is still being maintained and active during construction.

Yearly inspections are coming along nicely

9 Permits have been closed out and certificate of Compliances or Occupancy have been issued.

CooperVision Front Entrance expansion has been completed and CofO has been issued.

Landscaping out front will be completed once the North Rd Project is complete.

CooperVision Phase five plans are in the process of being reviewed. (interior renovation of old labs)

DPW – Ken Bohn & Todd Schwasman

Garbage Stickers

Updates

Treasurer – Katie Garner

Contents

1. Treasurers Report
2. AP Checking Rec
3. Bank-Book Activity
4. MM Reserve Accounts
5. AP Check Listing Prepays
6. AP Check Listing Payables thru 08/11/2020
7. Revenue Report
8. Expense Report

Month End Close 07/31/2020

Prepaid Bills:

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the prepaid bills through August 11, 2020, with totaling \$4,605.95.

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 Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve payables on the AP Check Register Report through August 11, 2020, with General Payables totaling \$21,390.82.

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 | | |

Updates:

Received delayed invoice from E-One for repairs from 04/2020 and finally able to close 2019-2020 fiscal year

Now that 2020-2021 is closed I am able to begin AUD (Annual Update Document)

Received Remaining Forestry Board Tree Inventory Grant funds \$17,305.00

Continuing to track invoices and payroll hours spent on various DPW grants (Catch Basins & CDBG Community Development Block Grant)

Clerk – Anne HartmanTaxes

Unpaid taxes on the higher side, they will be turned over to the County Nov. 1

Fall/Winter Newsletter

Please submit contributions by Sept 1.

Johnson Park Rental – when do we start?

When we start renting – once a week, add a \$20 cleaning fee to rental fee for the added cleaning precautions, a COVID disclaimer, determine the number of people allowed to safely social distance (currently 64 people) We will hold off on rentals until we see how the school opening fairs.

Election and Organizational Meeting

Election – September 15

Organizational Meeting traditionally on the following Monday (September 21) Treasurer

Meeting Tuesday, September 22

Organizational meeting on Sept 21 at 6PM, if needed, Treasurer meeting will be same day.

Trustee Reports:**Deputy Mayor Kathie Carl - Finance**

Fire district meetings

Trustee Christie Offen - Grants

Forestry Board grant requirements complete

Trustee Todd Shero - Equipment

Opposes continuation of garbage sticker fees when the new truck is made to crunch eliminating the fees from the transfer station.

Trustee Leslie Wagar - Communications

No report

Mayor's Reports - Eileen Hansen

Permissive referendum for the fire district expires Sept. 4, 2020

Canawaugus Park – working with Christine Uribe from NYS Parks Dept to post park regulations that coincide with state parks, once the rules are posted, law enforcement can enforce.

Working with the attorney and insurance company for guidance.

NYS Troopers have been instructed to check the park twice during every shift.

DPW 3-year plan to help with budget.

Sewer Committee meeting next week to go over the sewer unit numbers – Trustee Wagar, DPW and Code Enforcement

Old Business

DPW has a truck out of service, waiting for details

New Business

Trustee Offen was asked about the parade of lights – hoping to have something small, working within COVID guidelines.

Adjournment

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to adjourn the Village Board meeting at 7:42 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