

Call to Order Mayor Hansen called the meeting to order at 6:57pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Eileen Hansen, Mayor
Kathleen Carl, Deputy Mayor
Christie Offen, Trustee
Todd Shero, Trustee
Leslie Wagar, Trustee
Also Present: Matthew Nafus, Attorney
Charlie Floeser, Code Enforcement Officer
Katie Moffe Garner, Treasurer
Anne Hartman, Village Clerk
Approximately 8 residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, June 12, 2018

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, June 12, 2018 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 3, 2018

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the minutes of the *Tuesday, July 3, 2018 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		

Chief's Truck

Motion made by Trustee Christie Offen and seconded by Trustee Leslie Wagar to release funds from the Fire Department Truck Reserve in an amount not to exceed \$3,500.00 to cover the additional cost of the Chief's truck.

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		

Officer Appointment

Motion made by Trustee Christie Offen and seconded by Trustee Todd Shero to approve the appointment of Tony Whitmarsh as a Lieutenant in the Scottsville Fire Department for the year 2018-2019 in charge of small trucks, Gator and boats.

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

Notice of Public Information Meeting

Village of Scottsville

Mayor Hansen opened the Public Information at 7:17 pm

PLEASE TAKE NOTICE that a Public Information Meeting will be held by the Village of Scottsville Board of Trustees on Tuesday, July 10, 2018 at 7:15 pm at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York to review and discuss the Village of Scottsville Revised Tree Ordinance. A copy of the Revised Tree Ordinance is available at the Office of the Village Clerk where it may be inspected by any person during office hours. Office hours are Monday 7:30 am – 8:00 pm, Tuesday – Thursday 7:30 am – 4:00 pm and Friday 7:30 am – 3:00 pm. It is also posted on the Village website, www.scottsvilleny.org.

Public Comment opened at 7:17 pm.

Brandon Burger, Forestry Board – The ordinance pertains to trees on Village property or easements

Based loosely on ordinance from the Village of Medina, DEC, Cornell and the International Society of Arborists. Forestry Board gives guidance to the DPW.

Public Comment closed and Board Comment opened at 7:22 pm.

Board Comment

Any trees planted in easements needs the approval of the DPW

In an emergency, the DPW can act in proxy. The emergency plan supersedes

NYS law allows maintenance to trees overhanging public thoroughfare.

Board Comment closed at 7:29 pm.

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to schedule a Public Hearing to adopt the Tree Ordinance on Tuesday, August 14, 2018 at 7:15 pm at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York.

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 Before the Board

Nick Pearl; 9 Oakwood Lane –

Float for Santa – Aug. 11

All licenses and permits acquired

SSA selling hot and hamburgers

Band

Fire Dept to follow the floaters for safety

Village to supply a letter of acknowledgement to submit for liquor license

All drinks will be kept in the tent

Insurance liability needs the date and name of the event

In the future the event will be under the auspices of the Chamber of Commerce

Parade of Lights

December 1 – need DPW presence and garbage cans

Parking patrol at Municipal lot and Canawaugus Park (fireworks)

Street closure 8:30 am – 11:00 pm for Cornhole Tournament and activities

Would like to set up a tent in the Main St. entrance to the parking lot. It would need to be up Friday evening – Monday morning.

Arrange buses from the school

Motion made by Trustee Todd Shero and seconded by Trustee Christie Offen to approve the use of Canawaugus Park by N&C Pizza for a fundraiser on August 11, 2018 (rain date August 12) to support the Parade of Lights and Scottsville Family Fest 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		

American Legion garbage – 5 totes and 1 recycling tote, start with 6-month contract, coordinating the end of Waste Management and beginning Village pick up

Reports - Attorney Matthew Nafus

Employment of relatives

Caledonia Ave. easement – signature needed, work being started in September

Waste water approval – need to consult with the Town attorney

Department Reports

a) **Building Inspector/Code Enforcement Officer**

Permits Issued

Permits Finalized

Code Enforcement

Developments/Projects

New Items

Ongoing Items/Concerns

Upcoming

b) **DPW – Ken Bohn**

- Tilled volleyball courts
- Mowing
- String trimming
- High volume bags & brush removal
- Flower baskets to Amy Souers
- Hung flower baskets on Main St.
- Mulch deliveries
- Opened gate on weekends for brush
- Watered trees and flowers 4-5 times a week
- Multiple cleaning at both parks
- Mounted water sprayer and pump on truck
- Multiple truck drop offs for maintenance (Packer)
- Fixed door and arm on Packer

- Received 100s of tons of stone moved and sorted
- Transferred Nick Pearl’s garbage w/o Packer (at Caledonia Diesel)
- Multiple 1-ton truck drop offs for residential loading
- Fixed damaged street signs
- Installed dump truck tailgate
- Loaned backhoe to WCCS (returned)
- Preliminary outfall inspection (Stormwater Coalition)
- Stormwater Coalition paperwork/meetings
- Coordinated tree removal on multiple streets
- Hauled 16 yards of topsoil
- Trimmed trees and cleaned sidewalk path on Hanford Ave.
- One summer help started
- Fixed numerous potholes
- Moved Johnson Park soccer goals for grounds maintenance
- Weeded Johnson Park gardens and memorial areas
- High volume stake outs
- High volume refuse
- High volume recycling
- Cleaned fallen tree on Rochester St.
- Cleaned & Maintained DPW shop
 - Swept parking lot
 - Mowed & string trimmed
 - Washed vehicles
 - Mulched rocks at gate
 - Vehicle maintenance
 - Various building clean up
- Briarwood Lane drainage project
 - Vehicle prep (attached backhoe, removed plow)
 - Dug trench
 - Laid and connected pipe
 - Cleaned, soiled & seeded

Due to the continued increase in tipping fees, limit the use of residential brush truck delivery to just brush

Updates

c) **Treasurer – Katie Moffe**

Budget Transfers:

Motion made by Trustee Christie Offen and seconded by Trustee Todd Shero to approve the budget transfers as listed above from the July 2018 Treasurers Report totaling \$23,426.00.

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:

Motion made by Trustee Christie Offen and seconded by Trustee Todd Shero to approve the budget amendment for the sale of Fire Department equipment in the amount of \$16,300.00.

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

Prepays:

Motion made by Trustee Christie Offen and seconded by Trustee Todd Shero to approve the prepaid bills as of July 10, 2018 totaling \$10,516.47.

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 Christie Offen and seconded by Trustee Leslie Wagar to approve payables on the APGL Distribution Report and Voucher Detail Report through July 12, 2018, with General Payables totaling \$106,923.28.

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		

Municipal Solutions

Motion made by Trustee Christie Offen and seconded by Trustee Todd Shero to allow the Mayor to sign two agreements with Municipal Solutions; a two-year contract renewal for general financial services and to assist with regulated Continuing Disclosure filings, declining EMMA filing.

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		

EMMA filing - The EMMA website was established to increase the transparency of the municipal securities market by providing free public access to municipal securities disclosures and data. The Treasurer will complete.

Town of Wheatland Fire Protection Agreement

Tabled until figures can be submitted.

d) **Clerk – Anne Hartman**

Park Permits

Kristal Mosher	Friday, July 27, 2018
Alea Phelps	Sunday, August 5, 2018
Marcie Gibeault	Saturday, September 1, 2018
Necia Petrucelli Durgen	Saturday, September 15, 2018

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen 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		

GovPayNet

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to allow the Mayor to sign the agreement with GovPayNet for the installation of credit card processing service.

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		

Clerk Institute

July 15-18 Office covered by Margaret and Katie.

Trustee Reports:**Deputy Mayor Kathie Carl**

Liaison to: Village Office – revising the Policy Manual, will be reviewed by Eileen and Matt before submitting to the Board

Trustee Christie Offen

Liaison to: Community Organizations - American Legion Rib Fest in July
 Planning Board/Zoning Board of Appeals
 Forestry Board – submitting two grants tomorrow

Trustee Todd Shero

Liaison to: DPW
 Parks

Trustee Leslie Wagar

Liaison to: Dog Park – working with Monroe County and Town of Henrietta
 Public Relations

Mayor's Reports - Eileen Hansen

Liaison to: Fire Department – meet at least once a month
 Code Enforcement Officer – meet regularly in the office

Old Business**Garbage Totes**

Information letters will be sent to all residents; if the extra tote does not have the appropriate sticker it will not be picked up. Fee paid annually.

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to schedule a Public Hearing to implement a monthly fee for the use of extra garbage totes on Tuesday, August 14, 2018 at 7:30 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		

Brush Truck Drop off

Limit the use to only yard waste and brush.

New Business

Excellus – premiums gone up, BOND is putting together other plans to compare, consider the employees contribute more

Hanford Ave – vacant property being sold, needs an address assignment by the Village Board

Tree Grant Resolutions

Resolution for a Tree Planting grant under the DEC's "2018 Urban and Community Forestry Grant program"

Whereas the Village of Scottsville (Village), a municipal corporation in the State of New York, wishes to apply for a tree planting grant under the NYSDEC's 2018 Urban and Community Forestry Grant Program (Grant ID DEC01-UCF2-2018), and

Whereas the Village recognizes that to qualify for this grant, tree planting must be on Village owned property, and

Whereas tree planting sites will be on the following Village owned streets within the right-of-way (ROW) as determined by proper stake-out: Beckwith Avenue, Second Street, Oatka Place, Browns Avenue, Church Street, Genesee Street, E. Cavalier Street, and Edson Street, and

Whereas tree planting will be on the Scottsville Fire Department property (385 Scottsville-Mumford Road, Tax ID 199.16-1-1.11) which is Village owned, and

Whereas tree planting will be in the Village owned Grove Street Park (Tax ID 187.18-2-38) where the Scottsville "welcome" sign is located, and

Now therefore be it resolved that the Village of Scottsville *Tree Planting Project* will comply with the NYSDEC requirement that tree planting occur on Village owned property.

Motion made by Trustee Christie Offen and seconded by Trustee Leslie Wagar to approve the above resolution.

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		

Resolution for a Tree Inventory grant under the DEC's "2018 Urban and Community Forestry Grant program"

Whereas the Village of Scottsville (Village), a municipal corporation in the State of New York, wishes to apply for a tree Inventory *Update and Risk Assessment* grant under the NYSDEC's 2018 Urban and Community Forestry Grant Program (Grant ID DEC01-UCF1-2018), and

Whereas the Village recognizes that to qualify for this grant, tree inventory work must be on public owned property, and

Whereas the tree inventory work includes the trees within the right-of-way of: all Village owned streets, State Routes 383 and 386 within the Village and North Road, a County road, and

Whereas tree inventory work will be on the Scottsville Fire Department property (385 Scottsville-Mumford Road, Tax ID 199.16-1-1.11) which is Village owned, and

Whereas the tree inventory work will be in the Village owned Grove Street Park (Tax ID 187.18-2-38) where the Scottsville "welcome" sign is located, and

Whereas the tree inventory work will be in the Village owned Johnson Park (Tax ID 200.05-3-53), and

Now therefore be it resolved that the work associated with the Village of Scottsville *Inventory Update and Risk Assessment Project* will be entirely on public owned property in compliance with NYSDEC requirements.

Motion made by Trustee Christie Offen and seconded by Trustee Todd Shero to approve the above resolution.

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		

Adjournment

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to adjourn the Village Board meeting at 8:58 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

Anne Hartman
Village Clerk