

Village of Scottsville
Board of Trustees Meeting
Tuesday, March 10, 2020
Meeting Minutes

Call to Order Mayor Eileen Hansen called the March 10, 2020 Village of Scottsville Board of Trustees to order at 6:57 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Eileen Hansen, Mayor
Kathie Carl, Deputy Mayor
Christie Offen, Trustee
Leslie Wagar, Trustee
Also Present: Thomas Rzepka, Attorney
Anne Hartman, Village Clerk
Katie Garner, Treasurer
Todd Schwasman, DPW
3 residents
Absent: Todd Shero Trustee

Approval of Minutes

Village Board Meeting Minutes

Tuesday, February 11, 2020

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the minutes of the *Tuesday, February 11, 2020* Village Board Meeting as submitted.

Vote: Carried (4-0)

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

Tuesday, February 18, 2020

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, February 18, 2020* Village Board Meeting as submitted.

Vote: Carried (4-0)

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

Monday, February 24, 2020

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the minutes of the *Monday, February 24, 2020* Village Board Meeting as submitted.

Vote: Carried (4-0)

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

Wednesday, March 4, 2020

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Wednesday, March 4, 2020* Village Board Meeting as submitted.

Vote: Carried (4-0)

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

Dave Willard, MRB

Submitting report to state for review

Next grant – WQIP Water Quality Improvement Project – submit July 2020, awarded Dec. 2020 at the earliest.

Recommends budgeting \$6,000 for grant writing

Public Before the Board

No public

Public Hearing**Budget Hearing**

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to set a public hearing April 14, 2020 at 7:15 pm to consider approval of the proposed 2020 / 2021 budget.

Vote: *Carried (4-0)*

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

Reports - Attorney Thomas Rzepka

RG&E easement needed on Oakwood Lane, certification that the land indeed belongs to N. Jurs

Department Reports**Treasurer Report – Katie Garner****Contents**

Packet 1	Treasurers Report
	AP Checking Rec
	Bank-Book Activity
	MM Reserve Accounts
Packet 2	AP Check Listing Prepays
Packet 3	AP Check Listing Payables thru 03/10/2020
Packet 4	Revenue Report
Packet 5	Expense Report

Treasurers Report - Katie Garner**3/10/2020**

Month End Close February 29, 2020

Payables:

Prepays thru 03/03/2020	\$ 11,660.84
Payables thru 03/10/2020	\$ 39,358.74

Updates:

Will do Budget Transfers etc. at next treasurers meeting 03/18/2020

Received Town Sewer bill payment
 Received Charter Franchise fees \$ 25,110.59 budgeted \$24,000 small surplus
 Received Monroe County Sales Tax Q4 \$ 135,281.89

Submitted Tax Limit form to OSC

Budget Preparation

Prepaid Bills:

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the prepaid bills through February 24, 2020, with totaling \$11,660.84.

Vote: Carried (4-0)

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

Pay Bills:

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve payables on the AP Check Register Report through March 10, 2020, with General Payables totaling \$39,358.74.

Vote: Carried (4-0)

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

DPW – Ken Bohn & Todd Schwasman

- Started stump removals around the village
- Removal of 6 trees around the village
- Painting of the office, breakroom & bathroom is completed
- Tree cleanup wind took down large tree at the end of E Genesee St.
- Vehicle and plow maintenance. Received new plows for F450 & Durastar
- Sanded and stained tables at Johnson park
- Shop cleanup
- Garbage truck should be coming in the next couple of months. The Office has received confirmation that the \$65,000 grant money can be used for the truck.

Building Inspector/Code Enforcement Officer

Building Inspector

Coopervision office interior remodel along with the front entrance remodel is coming along nicely and is progressing with their time frame.

A lot of sales seem to be popping up lately on main street. Numerous requests for info on buildings from Realtors.

Working on checking in on progress of old permits to see if jobs have been completed or if they need permit renewals.

Closed out 4 old permits and issued certificate of compliances

Fire Marshal

Working with Coopervision on Sprinkler and Fire Alarm plans for moving sprinkler and fire alarm heads due to the new layout of the building. Continuing fire safety inspections throughout the village.

Code Enforcement

Property maintenance complaints and concerns keep coming in and I have been in contact with homeowners to resolve some issues.

Keeping an eye on the garage on Rochester Street to make sure storage issues are being maintained. MCSO has been in contact with the owner due to noise complaints during non-business hours.

Updates

I will be putting a letter to go into the upcoming newsletter, to keep residents aware of some of the regular property maintenance issues.

Clerk – Anne Hartman*Park Permits*

Travis Clark,	Saturday, April 11, 2020
Joanne Dunlap	Sunday, May 3, 2020
Tom Nersinger	Saturday, September 12, 2020

Election Inspectors

Laura Baldwin, Inspector
Barbara Boyd, Inspector
Ann Jacobson, Inspector
John Hendrickson, Inspector
Juan Parra, Interpreter

Motion made by Trustee Leslie Wagar and seconded by Trustee Christie Offen to approve the listed Election Inspectors and Interpreter for the March 18, 2020 Village election held at the Wheatland Municipal Building.

Vote: *Carried (3-0-1 Abstention)*

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

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

Fire District planning

Trustee Christie Offen - Grants

Working with the Mayor on grant opportunities

Trustee Todd Shero - Equipment

Absent

Trustee Leslie Wagar - Communications

No report

Mayor's Reports - Eileen Hansen

Fire District – working on special legislation to proceed, will be ready for a public meeting soon.
 Solar Liberty monitor- needs more clarification from the company, will have someone come on.
 If I Were Mayor – 14 essays sent in, Board to review and rate the top 3 and we will do a recognition
 Update on Monroe County assessment of the Coronavirus

Old Business

Planning Board and Zoning Board of Appeals

Waiting for recommendation from Monroe County

New Business

Employee Evaluation

Add a section for 3 employee goals

Executive session

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to enter into executive session at 8:12 pm to discuss a particular employee matter.

Vote: Carried (4-0)

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

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to adjourn executive session and return to regular session at 8:21 pm.

Vote: Carried (4-0)

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

Adjournment

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to adjourn the Village Board meeting at 8:22 pm.

Vote: Carried (4-0)

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

Respectfully submitted by,



Anne Hartman
 Village Clerk