

**Call to Order**

Mayor Gee called the Board of Trustees Meeting to order at 6:49 pm

**Pledge of Allegiance to the Flag**

**Roll Call**

- Present:** Mayor Paul Gee  
Deputy Mayor Ruth Thompson  
Trustee Todd Shero  
Trustee Leslie Wagar  
Trustee Maggie Ridge  
Peter Skivington – Village Attorney  
Dan Magill – Village Attorney Representative
- Absent:** Ken Bohn – DPW Labor Foreman
- Also Present:** Ray Barnard – Code Enforcement Officer  
Katie Moffe – Clerk/Treasurer  
Anne Hartman – Deputy Clerk  
Karen Kimbler – Interim Treasurer

**Mayoral Appointment**

Appointment and swearing in of Maggie Ridge as Village Trustee with term expiring March 31, 2018  
Appointment of Anne Hartman as Deputy Clerk with term expiring March 31, 2019.

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Leslie Wagner to approve the appointment of Anne Hartman as Deputy Clerk with term expiring March 31, 2019.

**Vote:** Carried (5-0)

Mayor Paul Gee	AYE	Deputy Mayor Ruth Thompson	AYE
Trustee Leslie Wagar	AYE	Trustee Todd Shero	AYE
Trustee Maggie Ridge	AYE		

**Approval of Minutes**

**i. Village Board Organizational Meeting Minutes**

*Monday, April 3, 2017*

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Maggie Ridge to approve the minutes of the *Monday, April 3, 2017*, Village Board Organizational Meeting as submitted.

**Vote:** Carried (5-0)

Mayor Paul Gee	AYE	Deputy Mayor Ruth Thompson	AYE
Trustee Leslie Wagar	AYE	Trustee Todd Shero	AYE
Trustee Maggie Ridge	AYE		

**ii. Village Board Meeting Minutes**

*Tuesday, April 11, 2017*

**Motion** made by Trustee Maggie Ridge and seconded by Trustee Todd Shero to approve the minutes of the *Tuesday, April 11, 2017*, Village Board Meeting as submitted.

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

Mayor Paul Gee	AYE	Deputy Mayor Ruth Thompson	ABSTAIN
Trustee Leslie Wagar	AYE	Trustee Todd Shero	AYE
Trustee Maggie Ridge	AYE		

iii. **Village Board Emergency Budget Meeting Minutes**

*Tuesday, April 18, 2017*

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Todd Shero to approve the minutes of the *Tuesday, April 18, 2017*, Village Board Emergency Budget Meeting as submitted.

**Vote:** *Carried (5-0)*

Mayor Paul Gee	AYE	Deputy Mayor Ruth Thompson	AYE
Trustee Leslie Wagar	AYE	Trustee Todd Shero	AYE
Trustee Maggie Ridge	ABSTAIN		

**Attorney Report**

- Have met with the Mayor and Jay Coates to revise the proposed contract with CHS, CHS has that proposed version, waiting to hear back.
- In the process of reviewing the zoning code updates. Will present at a Public Hearing next month. Planning and Zoning Boards have been quiet lately
- Additional attorney fees as of late, will discuss with Board
- Dan McGill will be assuming role as Village Attorney with Board approval.

Introduce Karen Kimbler as part time treasurer will Katie is out on maternity leave

**Public Hearing** *Mayor Gee opened the Public Hearing at 7:00 pm by reading the following notice from the Sentinel:*

**Legal Notice  
Village of Scottsville  
NOTICE OF PUBLIC HEARING**

**PLEASE TAKE NOTICE** that a Public Hearing will be held by the Board of Trustees of the Village of Scottsville on, **Tuesday, May 9, 2017 at 7:00 PM**, at the Wheatland Municipal Building, 22 Main Street, Scottsville, New York, to consider releasing monies now on deposit in the Village Main Street Reserve Fund in an amount not to exceed \$4,850.00 for Main Street tree plantings.

This Public Hearing is being held pursuant to the General Municipal Law of the State of New York, and any resolution adopted thereafter will be subject to permissive referendum as permitted by law. At this time and place all interested persons will be given an opportunity to speak for or against this proposed expenditure.

*Mayor Gee Opened Public Comment at 7:02 pm*

**Public Comment:** Resident, 68 Rochester St. – What is being done with the existing trees?

**Board Response:**

- Four ash trees taken down due to ash bore damage and one maple that was not appropriate for the area
- Current trees will stay as long as they are healthy
- Trees are planted with the idea of replacing every 15-20 years to prevent root damage to sidewalks, nuisance to utility and disease
- Forestry Board has proposed to plant trees in planters as a temporary nursery. They can be brought in for the winter months to ease in snow removal. When they grow large enough they can be planted in a permanent location
- Forestry Board did a great job in researching this project

*Mayor Gee Closed Public Comment and Opened Board Comment at 7:06 pm*

**Board Comment:**

No Comment

*Mayor Gee closed the public hearing at 7:06 pm and looked for a motion and vote.*

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Todd Shero approve the release of monies now on deposit in the Village Main Street Reserve Fund in an amount not to exceed \$4,850.00 for Main Street tree plantings.

**Vote:** *Carried (5-0)*

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

**Department Reports**

**Building Inspector/Code Enforcement Officer – Ray Barnard**

**Permits Issued**

4 Chili Ave – fence  
 22 Chili Ave – standby generator

**Permits Finalized**

1 Main St - Apartments  
 5 Main St - Apartments  
 1 Rochester St – Chase bank  
 7 Main St – Insurance Co.  
 9 Main St – Barber Shop  
 15 Main St – Four Paw  
 10 Main St – Law Offices

**Code Enforcement**

**32 Main Street** (C & D) working without permit – I’ve called and left messages  
**69 Rochester St** - working with Owner (picking a suitable place)  
**35 Scott Crescent** - HO had new sewer lateral installed without permit and on neighbor’s property. Once I sent HO violation notice, he sold property. I’ve contacted buyers and notified them of violation.  
**47 Main St** – after several failed attempts to have the responsible company clean up property and abate a couple life safety issues, a 3<sup>rd</sup> party was hired to do so. Company is now willing to pay fee and maintain property. Fee should not be added to the tax roll.

**Development/Projects**

**Solar Array System** – up and running. Mayor Gee & Ray met with Larson Eng. Expecting an engineer to come out, answer some of our questions and do the final inspection of the entire system. Four inverters; three producing 177 kw /hr, the fourth 140 kw/hr, may be smaller unit, will speak to engineers to confirm.

**Coopervision** – phase #3 completed, phase #4 started. (no abatement)

**2 Main St. easement** – email sent to all parties with a last chance effort to resolve. Attorney Magill is following through. It looks like a resolution is nearing. In property owner’s attorney’s hands, should be resolved within the next two weeks.

**Ongoing Items/Concerns**

**60 Main St** – Applying for a 2-story addition to the front building with apartment, an application will not be accepted until a Fire Inspection has been completed. Fire Inspection has been started, have not seen the back building. No complaints in about a month that anyone is staying in the back building. Deputy Mayor Ruth Thompson asked if there is ample parking, on street; parking limit of two hours. Ray Barnard thinks this will not be a problem.

**Permit Fee Schedule** – Fee schedule is being revised for ease of use.

**1203 REPORT** – past due, working on it

Still sorting out files turned over from the town of Wheatland.

Contacted several more owners and scheduling Fire Inspections

Residential permit applications are picking up

Working with Daryl @DOT on resolving drainage issues in two properties on Rochester St.

**DPW – Ken Bohn**

- Completed 12 full sweeps of the entire Village (picking up/hauling away brush) Storm damage pick up is complete. If residents still have trees from storm damage they need to call to arrange pick up. Non storm damaged trees are the responsibility of the home owner.
- Starting to mow and clean parks
- Stormed drains were cleaned
- West Cavalier was flushed out completely
- Received, Conducted & Recorded 61 stakeouts
- Received to emergency stake outs (WM on Briarwood & GM on Main St)
- Competed minor repairs to the Packer
- Serviced the pickup truck
- Serviced 2 mowers
- Set 8 eight new volley ball posts complete with eye bolts
- Received & responded to 28 calls from Residents
- Met with Terry Tree, they'll be taking down 8 trees on Maple St \$4,000
- Received 6 pallets of electronic from Earth Day, ready for pick up
- Ordering garbage totes and recycle bins; 11 totes are under warranty. Minimum order for recycle totes is 125-140; check with other municipalities about purchasing extra totes from us.
- Two Rochester St. residents have storm damage to roofs. Permits dependant on Historical Society approval, call an emergency meeting to expedite the process.

**Clerk/Treasurer – Katie Moffe**

Pay Bills:

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Maggie Ridge to approve payables on the APGL Distribution Report and Voucher Detail Report through May 9, 2017, with General Payables totaling \$79,021.26.

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Trustee Todd Shero would like to have the bills reviewed before Board approval. We will continue with the current routine. Todd will come in Village office May 10 to sign off the vouchers. Other Board members will schedule following months.

Preapproval of West Herr Invoice

**Motion** made by Trustee Todd Shero and seconded by Deputy Mayor Ruth Thompson to pre-approve payment of West Herr invoice for the repairs to Fire Department F250 due to storm damage for an amount not to exceed \$3,604.53.

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

Approval of Tax Warrant

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Todd Shero to approve the 2017-2018 Tax Warrant as follows:

For the General Fund	\$539,870.95
For 2017 – 2018 Sewer Charges	153,812.10
For 2017 – 2018 Property Maintenance Charges	<u>894.58</u>
 A TOTAL AMOUNT OF	 \$694,577.63

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

**Treasurers Report:****Budget Transfers:**

<u>Descriptions</u>	<u>To</u>	<u>From</u>	<u>Why?</u>
Mayor Contractual	\$400.00		
Board Contractual		\$400.00	
Attorney	\$13,820.00		extra work done by
Unallocated insurance		\$2,328.00	Skivington not budgeted
Contingent		\$6,300.00	
Snow Removal salaries		\$2,000.00	
Snow Removal equipment		\$1,000.00	
Snow removal contractual		\$2,192.00	
Recreation Contractual	\$3,315.00		
Shade Tree Removal project		\$3,315.00	
Storm Sewers Contractual	\$940.00		
Storm Sewers Salaries		\$940.00	
Sanitary Sewer Contractual	\$1,400.00		
Sanitary Sewer Salaries		\$1,400.00	
	\$19,875.00	\$19,875.00	

**Motion** made by Deputy Ruth Mayor and seconded by Trustee Maggie Ridge to approve the Budget Transfers as listed above and included on the May 2017 Treasurer's Report.

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

**Reserve Fund Transfer**

The Village has received a surplus refund from Upstate NY Municipal Workers Comp Fund of \$66,375. This was not budgeted as revenue and historically has been returned to the Worker's Compensation Reserve. For the year ended May 31, 2017, the Board resolves to transfer \$66,375 into the Worker's Compensation Reserve Fund.

**Resolution** made by Deputy Mayor Ruth Thompson and seconded by Maggie Ridge

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

**Sub-Fund of General Fund Creation****Resolution to create a sub-fund of General Fund**

Within the Towns of Wheatland and Chili, and the Village of Scottsville, there has been established a fire protection district. Costs are shared between the Town of Chili, Town of Wheatland and Village of Scottsville. Fire protection operations are handled by the Village of Scottsville, and have historically been recorded in the General Fund.

While this financial activity is not required to be recorded in a separate fund, the Village feels it would enhance the tracking of the Fire activity, if starting in the 17-18 fiscal year, all fire expenses, fire building costs, related debt and intergovernmental charges be recorded in a separate accounting fund.

The Village wishes to create the SF-Fire Fund for the purposes of tracking this activity separately. The Board recognizes this will be considered a sub-fund of General Fund, and for audit reporting purposes, and reporting to the state, that the activity will be combined with the General Fund.

Please see attached budget for separation of Fire from the General Fund Budget.

**Resolution** made by Trustee Todd Shero and seconded by Deputy Mayor Ruth Thompson

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

### **Executive session**

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Maggie Ridge to enter into executive session at 8:00 pm to discuss a particular personnel and a particular contractual matter.

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Leslie Wagar	AYE
Mayor Paul Gee	AYE	Trustee Maggie Ridge	AYE
Trustee Todd Shero	AYE		

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Maggie Ridge to adjourn executive session and return to regular session at 9:02 pm.

**Vote:** Carried (5-0)

Deputy Mayor Ruth Thompson	AYE	Trustee Leslie Wagar	AYE
Mayor Paul Gee	AYE	Trustee Maggie Ridge	AYE
Trustee Todd Shero	AYE		

### **Trustee Reports:**

#### **Deputy Mayor Ruth Thompson**

**Liaison to:** Community Organizations

- i. Scottsville Free Library:
  - Friends of the Library meeting 5/10 6:30 - Mumford Branch
  - New online APP - search MCLS to go!
  - Adopt a book for the library
  - Closed Sat 5/27 & Mon 5/29
- ii. Union Presbyterian Church
  - Sunday School: 5/7, 5/21, 6/4 & 6/18 ages 4-7 & 8-11
  - Special Meeting following service 5/21/17 for electing Pastoral Nominating Committee
  - Youth Group: 5/13 10-4 Family I Fun day & Camp Open House – 585-694-0881
  - Community Dinner 5/25 & 6/22 5:30-6:30
  - Children's Day Service - 6/4
- iii. Scottsville Lions Club
  - Golf Tournament - 5/20 10:30 registration 749-3109
  - Meet 7pm 2<sup>nd</sup> & 4<sup>th</sup> Thursday of the month at the Legion
- iv. WCCS:
  - PTA Meetings 5/11 6pm
  - Budget Vote: 5/16 7am-9p, HS gym
  - BOE Meeting 5/22 7 pm

- HS awards night 5/25 7 pm
- No School 5/29
- HS Art Show 5/30 7Pm
- PTA Meetings 5/11 6pm

- v. American Legion Memorial Day parade - Line up at 9am, parade starts at 9:30am
- For Board members dress is suit and tie for men; pants suit for ladies

Activities Committee

Main Street Committee

Farmers Market looking to offer free entertainment.

- Performers need to contact Farmer Market Committee.

Facebook Administrator

Clerk/Treasurer's Office

### **Trustee Leslie Wagar**

Liaison to: Dog Park

- Provided Supervisor Dobson with answers to questions from last meeting
- Awaiting her response; will then setup a meeting for further discussions
- Will send out an email if any new information comes up

### **Trustee Todd Shero**

Liaison to: Forestry Board

- Attended the monthly meeting for April
- Discussed Earth Day, Arbor Day Tree Planting and Main Street Planters
- Joined Rick and Brandon Saturday, April 22 for Arbor Day tree planting
- Both did a great job working with our local girl scouts explaining the planting process
- Main Street Committee
- No upcoming meetings planned for committee

Spoke with business owner Carl Schoenthal again regarding sidewalk project at the Artesian  
He hopes the project will get off the ground soon

Carl has setup a meeting with the Beautification Committee – May 22<sup>nd</sup> 5:00pm

Exploratory meeting to discuss betterments to the Artisan property side of the sidewalk project,  
easement completed in the next week.

This is something that usually would be discussed at a Main Street Meeting, but they have not met in  
almost six months; any plans for a meeting to discuss the sidewalk and/or 2017 Festival of Lights

\* Wheatland Chili Girls Soccer Team inquired about the banner that the village presented them with in December

### **Mayor's Reports - Paul Gee**

Liaison to:

Fire Department/Rescue Squad – Finalizing contract with CHS

Planning/Zoning – working with Steinmetz Group; formal adoption in July

Code Enforcement

Parks

Chamber of Commerce

Public Relations

Memorial Trees – received two nominations; looking into placement

Meeting with Dept of State about the shared services - a lot of questions that the DoS could  
not answer. NYCOM meeting – several downstate villages not even participating. Putting  
together a list of shared services already happening. i.e. workers comp, insurance

New Zombie Law - helps getting information on which bank owns a house, but makes it easier for  
banks to release the lien they can just walk away and it becomes the responsibility of the  
municipality.

Storm water audit – first audit complete, Village has been working along so we are in good shape.

**Park Permits**

Saturday, May 20, 2017 – Jodi Limner  
Saturday, June 3, 2017 – Melissa  
Saturday, June 10, 2017 – Leah Davis  
Saturday, July 1, 2017 – Todd Schwasman  
Saturday, July 8, 2017 – Charla Domina  
Sunday, July 9, 2017 – Jacqueline DeVoe  
Saturday, July, 29, 2017 – April Conway  
Wheatland Recreation – June 26, 2017 – August 4, 2017 – Monday-Friday except 07/03&07/04  
*Up to date Certificate of Insurance with Village of Scottsville listed as secondary insured required*

**Motion** made by Trustee Leslie Wagar and seconded by Trustee Maggie Ridge to approve the above Johnson Park Permits.

**Vote:** *Carried (5-0)*

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

**Old Business**

No old business

**New Business**

No new business

**Public before the Board**

About 20 people present.  
Kathy Carl, 23 Chili Ave., Sunday, May 7 Wyvil Ave was a mud hole, what can be done? At this time work can't be done until rain ends and it dries up. Village will improve and possibly add more parking spaces.

**EMS Chief Title**

In the absence of a Village of Scottsville Rescue Squad, it is no longer necessary to have the position of EMS Chief.

**Motion** made by Trustee Todd Shero and seconded by Deputy Mayor Ruth Thompson to approve the elimination of the position and title of EMS Chief.

**Vote:** *Carried (5-0)*

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

**Executive session**

**Motion** made by Deputy Mayor Ruth Thompson and seconded by Trustee Todd Shero to enter into executive session at 9:55 pm to discuss a particular personnel matter.

**Vote:** *Carried (5-0)*

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE
Trustee Todd Shero	AYE		

**Motion** made by Trustee Todd Shero and seconded by Trustee Maggie Ridge to adjourn executive session and return to regular session at 10:15 pm.

**Vote:** *Carried (5-0)*

Deputy Mayor Ruth Thompson	AYE	Trustee Maggie Ridge	AYE
Mayor Paul Gee	AYE	Trustee Leslie Wagar	AYE

Trustee Todd Shero                      AYE

**Adjournment**

**Motion** made by Trustee Todd Shero and seconded by Deputy Mayor Ruth Thompson to adjourn the Village Board meeting at 10:15 pm.

**Vote:** *Carried (5-0)*

Deputy Mayor Ruth Thompson      AYE  
Mayor Paul Gee                              AYE  
Trustee Todd Shero                        AYE

Trustee Maggie Ridge                  AYE  
Trustee Leslie Wagar                  AYE

Respectfully submitted by,

Katie Moffe  
Village Clerk/Treasurer