

Village of Scottsville
Board of Trustees Meeting
Tuesday, November 12, 2019
Meeting Minutes

Call to Order Mayor Eileen Hansen called the November 12, 2019 Village of Scottsville Board of Trustees to order at 7:31 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
1 resident

Approval of Minutes

Village Board Meeting Minutes

Tuesday, October 8, 2019

Motion made by Trustee Christie Offen and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, October 8, 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		

Tuesday, October 15, 2019

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, October 15, 2019* Treasurer Meeting as submitted.

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

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

Ted Ruden, Grove St: noise, appearance and public safety complaint of 67 Rochester St.
Doug Barber is in contact with Mr. Ruden and has made contact

Michael Souers – Forestry Board

Applying for \$11,000.00 25% Village portion (\$3,660.00 in kind services)

2019 Urban and Community Forestry Grant

Resolution for a Tree Planting grant under the DEC's "2019 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 2019 Urban and Community Forestry Grant Program (Grant ID UCF2-2019), and

Whereas the Village has an existing inventory of all trees located on public rights-of-way within the municipal boundary that was completed in 2019 under a project funded in part by a NYSDEC grant (DECOI-UCF1-2018), and

Whereas the Village has an existing “Forestry Management Plan” that is used to manage the Village forest, and

Whereas there are numerous locations as identified in the recently completed inventory where new trees are required to help maintain the quality of the Village forest and promote environmental benefits, and

Whereas the Village understands that the tree planting project being proposed under this grant opportunity will require Village staff to perform tree planting and tree maintenance (per NYSDEC standards) using Village equipment, and

Whereas the UCF2-2019 program requires a local match of 25% which will be provided by the Village through donated services (tree planting, tree maintenance, equipment usage) to be performed by staff at the Department of Public Works, and

Whereas the Village understands that this grant opportunity is a “reimbursable type grant” that will require the Village to fund the project and then seek reimbursement for eligible costs that have been successfully completed and properly documented, and

Now therefore be it resolved that the Village of Scottsville authorizes the Forestry Board to prepare and submit a tree planting application for grant funds associated with the NYSDEC’s 2019 Urban and Community Forestry Grant Program (Grant ID UCF2-2019), and

Now therefore be it resolved that the Village of Scottsville authorizes the use of “donated services” (tree planting, tree maintenance, equipment usage) to account of the 25% local match.

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to allow the Forestry Board to submit a *Tree Planting* grant under the DEC’s “2019 Urban and Community Forestry Grant program”

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

N. Cavalier, E. & W. Grenadier Roads – Stops signs and speed limits

NYS DOT guidance – should have an engineering study

Local law to change the speed limit to 25 mph

Planning Board and Zoning Board of Appeals

Local law to dissolve the Planning Board and assign PB duties to the Zoning Board

Building Inspector issues or denies a permit and appeals go to the ZBA

Attorney will work on the local law, Board needs to determine stipend

Briarwood drainage issues – Village has a drainage easement (1989), originally the builder put in drainage

pipes that failed, the Village laid another french drain over the failed. Currently, the pipe is clear, but the water is not getting to it. The DPW will put boxes in each yard to get the water to the pipe.

Trustee Shero left the meeting at 8:15 pm.

Department Reports

Building Inspector/Code Enforcement Officer

No report

Code Enforcement Officer:

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to appoint Douglas Barber to permanent part-time Building Inspector, Code Enforcement and Fire Marshal at \$25.00 per hour not to exceed 20 hours a week expiring March 31, 2020.

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

No report

DPW Laborer:

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to hire a full-time DPW Laborer at \$12.00 per hour without CDL with a \$1 and hour raise when the CDL is obtained or \$13.00 per hour with CDL.

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		

Treasurer – Katie Garner

Prepaid Bills:

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to approve the prepaid bills through October 29, 2019, with totaling \$3,218.35.

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 Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to approve payables on the AP Check Register Report through November 12, 2019, with General Payables totaling \$86,204.80.

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		

Updates:

BAN Sale 11/05/2019

Received 3 bids

Lowest Bid Selected -

Greene County Commercial Bank - 1.46% Interest

Other 2 bids came in at 1.61% & 1.62796%

Prior interest rate 2.7992%

BAN Closing Date - 11/19/2019

Renewing Ban for \$457,000.00	
19-20 budgeted payoff amounts	
	\$
Solar	30,000.00
	\$
Packer	27,500.00
	\$
Radios	42,500.00

Updated Employee Prevailing Wage Rates for various grants

Expenses:

	<u>Overspent Lines</u>	<u>Why?</u>
A.8140.1	Storm Sewer Salaries	Catch basin grant?
A.8140.4	Storm Sewer Contractual	EPG Grant?
A.8560.41	Shade Trees Removal	Underbudgeted

Suggested Budget Transfers:

Account Code	Descriptions	<u>To</u>	<u>From</u>	<u>Why?</u>
	Shade Trees Removal			
A.8560.41	Project	2,773.04		Underbudgeted
A.8560.4	Shade Trees Contractual		2,773.04	
		<hr/>	<hr/>	
		\$	\$	
		2,773.04	2,773.04	

Overspent lines due to grant work, expenses will be reimbursed.

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to approve Budget Transfers listed on the Treasurer's Report not to exceed \$2,773.04.

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		

Solar Energy BAN

Borrowed cash is to be repaid to the Sanitary Sewer Reserve Fund by no later than the close of the current Fiscal Year, May 31, 2020 with available surplus and/or fund balance if necessary.

\$41,000 from Debt Service Reserve
Remaining balance from Fund Balance

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to authorize the temporary borrowing of cash from the Sanitary Sewer Reserve Fund totaling \$106,880.96 to pay off the Solar Energy Project BAN. Borrowed cash is to be repaid to the

Sanitary Sewer Reserve Fund by no later than the close of the current Fiscal Year, May 31, 2020 with available surplus and/or fund balance if necessary.

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		

Wheatland Fire Protection Agreement 2020

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to allow the Mayor to sign the Wheatland Fire Protection Agreement 2020 as submitted with a payment of \$140,000.00.

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		

Clerk – Anne Hartman

Johnson Park Permits

Wheatland Rec	Friday, November 22, 2019
William Bartos	Sunday, December 15, 2019

Tax Surrender

18 parcels surrendered to the County totaling \$15,424.87, will be paid to Village in March 2020.

BeneCare meeting for retirees – switching back to Excellus, everyone is happy about that.

Holiday Office Hours

Wednesday, November 27, 2019	close at 1:00 pm using Personal or Vacation
Thursday, November 28, 2019	closed - Holiday
Friday, November 29, 2019	closed - Holiday
Tuesday, December 24, 2019	close at 1:00 pm using Personal or Vacation
Wednesday, December 25, 2019	closed - Holiday
Thursday, December 26, 2019	closed – Personal or Vacation
Friday, December 27, 2019	closed – Personal or Vacation
Tuesday, December 31, 2019	close at 1:00 pm using Personal or Vacation
Wednesday, January 1, 2020	closed - Holiday

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to close the Village Office for the holidays as listed above.

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		

Computer Antivirus

PinPoint recommends the use of MicroSoft10 antivirus protection. It will be a onetime set up fee of \$20 per computer, which is about what we are paying annually for the current antivirus.

Trustee Reports:

Deputy Mayor Kathie Carl - Finance

Working on health care policy

Trustee Christie Offen - Grants

Forestry Board working on the tree planting grant

Trustee Todd Shero - Equipment

No_report

Trustee Leslie Wagar - Communications

No report

Mayor's Reports - Eileen Hansen

Getting weekly reports from Zone B
 Will have monthly meetings with a Deputy Justin Smith
 Met with Deputy Jason Elliotto about the Community Watch
 NYS Parks & Rec contacted us about leasing the DPW building at Canawaugus Park to use as a field office
 Met with WCCS superintendent to discuss shared services.
 Possibilities - snowplowing and IT support from BOCES to help set up website
 Crosswalk on Rochester St. concerns
 AIM funding will come in May instead of September, money comes from County internet sales tax.
 National Grid – LED conversion quote, asking for an extension
 Solar Liberty – will met with Solar Liberty

Old Business

Scott Crescent – Skanex has finished videoing

New Business

No new business

Adjournment

Motion made by Trustee Christie Offen and seconded by Trustee Leslie Wagar to adjourn the Village Board meeting at 9:37 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