

Village of Scottsville  
Board of Trustees Meeting  
Tuesday, October 8, 2019  
Meeting Minutes

**Call to Order** Mayor Hansen called the October 8, 2019 Village of Scottsville Board of Trustees to order at 6:42 pm.

**Pledge of Allegiance to the Flag**

**Roll Call**

Present: Eileen Hansen, Mayor  
Kathie Carl, Deputy Mayor  
Christie Offen, Trustee  
Todd Shero Trustee – arrived at 6:52 pm  
Leslie Wagar, Trustee

Also Present: Thomas Rzepka, Attorney  
Anne Hartman, Village Clerk  
Katie Garner, Treasurer  
15 residents

**Approval of Minutes**

**Village Board Meeting Minutes**

*Tuesday, September 10, 2019*

**Motion** made by Trustee Christie Offen and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, September 10, 2019* Village Board Meeting as submitted.

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

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

*Tuesday, September 17, 2019*

**Motion** made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, September 17, 2019* 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		

**Public Before the Board**

Roger DeWitt - 75 N. Cavalier: Spoke to the Board about putting stop signs in the N. Cavalier, East and West Grenadier neighborhoods to slow traffic, it has become a main cut through to avoid the light on North Rd.; gathered signatures from 87% of the residents. Mayor Hansen and Attorney will research.

Nick Pearl – Road closure Parade of Lights

**Motion** made by Trustee Christie Offen and seconded by Deputy Mayor Kathie Carl to close Main St. from 2pm – 9pm on Saturday, December 7, 2019 for the Parade of Lights.

**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		

**Motion** made by Deputy Mayor Kathie Carl and seconded by Trustee Todd Shero to allow the Mayor to issue a letter to the New York State Liquor Authority to allow N&C Pizza to serve wine and beer in front of Salvatore's Saloon from 3:00 pm – 11:00 pm and at the Scottsville Fire Department from 9:00 am – 8:00 pm on December 7, 2019 at the Parade of Lights and Cornhole Tournament 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		

Proclamation to honor Victoria Brice who reported a house fire

Paul Gister, National Grid – streetlight conversion to LED

171 fixtures in the Village

\$50 – 100 per fixture

Cost - \$21,000 upfront with \$8,000 back to the Village in energy incentive dollars

Annual delivery savings about \$1,600

About 4 yrs to break even

Fixtures last 20-25 yrs (the old high-pressure sodium last 7 yrs.)

Next step – pass resolution to spend \$21,000, once NG gets that it takes about three months to complete

#### **Reports - Attorney Thomas Rzepka**

Opioid Class Action – Class Action lawsuits developed to help groups whose claim is too small to litigate but done collectively warrants action. This class action we would need to opt out of the settlement

**Motion** made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to opt into the Opioid Class Action lawsuit.

**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		

#### **Department Reports**

##### **Building Inspector/Code Enforcement Officer**

**Permits Issued** – 6 new permits

**Permits Finalized** – Closed out 9 permits

**Code Enforcement** – several property complaints & catching up on fire inspections

**Developments/Projects** – gave Cof O to CooperVision labs, next phase starting in a few months – office renovations

Upgrades done to fire alarm system at TJ Connor and high school

Gas station at North Rd. & Rochester St. – tank and pump upgrades complete

##### **DPW – Ken Bohn & Todd Schwasman**

- Todd Richardson retired

- Dan Walzer out (knee surgery)
- Dig Taggart returned
- Catch Basins/Sanitary Sewers
  - Repaired/restored multiple inverts (most notably, Artisan on Main Street)
  - Cleaned out numerous catch basins
  - Filmed/flushed Scott Crescent storm system w/ MRB and Skanex
  - Filmed/Flushed Sanitary from Scott Crescent to Main Street
  - Exposed/emptied old Storm lines on Scott Crescent
- Leaf Season
  - Painted leaf box
  - Prepped leaf machine (including new wiring/up & down buttons)
  - Inspected, repaired brakes on Durastar
- High-volume stake outs
- Brush/lawn bag pickup
- Blacktopped/repared potholes
- Soil/Seeded Browns Ave. front yard after tree removal
- Sticker pickups & removal/hauling
- Meetings on Briarwood Lane backyard drainage
- Mowed/String-trimmed parks, shop, and roadsides
- Auctioned auger salter and 3-point backhoe
- Main Street parking line fixes, painted handicapped parking

**Treasurer – Katie Garner**

**Prepaid Bills:**

**Motion** made by Trustee Christie Offen and seconded by Trustee Todd Shero to approve the prepaid bills through October 1, 2019, with totaling \$1,209.73.

**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 Trustee Christie Offen to approve payables on the AP Check List Report through October 8, 2019, with General Payables totaling \$23,132.91.

**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		

**Tractor Supply Credit**

**Motion** made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to set up a line of credit with Tractor Supply not to exceed \$1,000.00.

**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		

**Treasurers Report:**

**Updates:**

Received reimbursement from Monroe County for CDBG (Community Development Block Grant) \$14,141.00

Discussion needed in regard to upcoming BAN renewal for Solar/Garbage Truck/Fire Radios Renewal in November with Municipal Solutions

Pay off the solar ban – borrow \$106,000 from Sanitary Sewer, Mr. Rzepka to draw up a payment schedule with minimal interest, waiting for guidance from NYCOM

Renew the Garbage Truck/Fire Radios

Truck delivery date Feb. 1, 2020 – still waiting on the grant from Gallivan's office

Budget Amendments

		Revenue Increase	Expense Increase
Sidewalk Salaries	A.5410.1	\$5,870.00	
Sidewalk Contractual	A.5410.4	\$8,271.00	
Federal – CDBG	A.4089		\$14,141.00

*To adjust budget for Second Street CDBG – Sidewalk project – aid received.*

**Motion** made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to approve the budget amendments as listed above from the October 2019 Treasurers Report.

**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		

Deferred Comp Policy

**Executive session**

**Motion** made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to enter into executive session at 8:04 pm to discuss employment history of a particular personnel and contractual matters.

**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		

**Motion** made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to adjourn executive session and return to regular session at 9:10 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		

**Clerk – Anne Hartman**

Park Permits

TJ Connor	Friday, October 18, 2019
Jessica VanderVeer	Saturday, November 2, 2019

Election, Wednesday, March 18, 2020

**MOTION:** made by Trustee Christie Offen and seconded by Deputy Mayor Kathie Carl that the designated polling place for the Village of Scottsville Election to be held on March 18,

2020 will be the Senior Center located within the Wheatland Municipal Building, 22 Main Street, Scottsville, New York 14546 between the hours of 12:00 Noon and 9:00 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		

**InStream Agreement**

**Motion** made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to allow the Mayor to sign the Instream, LLC software support agreement for the period of December 8, 2019-December 7, 2020 for the maintenance and support of the electronic files not to exceed #1,733.00.

**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		

### **Trustee Reports:**

#### **Deputy Mayor Kathie Carl**

**Liaison to:** Finance – Employee manual

#### **Trustee Christie Offen**

**Liaison to:** Grants - Forestry Board – status update given to the DEC

#### **Trustee Todd Shero**

**Liaison to:** Equipment – will meet with the DPW to discuss needs for the budget

#### **Trustee Leslie Wagar**

**Liaison to:** Communications – meeting with Mark Turner on Community calendar soon

### **Mayor's Reports - Eileen Hansen**

**Liaison to:** Departments

Genesee Valley Rural Innovation – promoting development of tourism and outdoor recreation along the Greenway.

### **New Business**

#### **Grant Writer**

More discussion needed – stipend vs hourly

### **Old Business**

*Kyle Carpino – passed his CDL test*

**Motion** made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to give Kyle Carpino a \$1.00 an hour raise since obtaining his CDL.

**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 Trustee Christie Offen to adjourn the Village Board meeting at 9:24 pm.

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

Mayor Eileen Hansen            AYE  
Deputy Mayor Kathie Carl      AYE  
Trustee Todd Shero              AYE

Trustee Christie Offen        AYE  
Trustee Leslie Wagar         AYE

Respectfully submitted by,



Anne Hartman  
Village Clerk