

Call to Order Mayor Eileen Hansen called the September 11, 2018 Village of Scottsville Board of Trustees meeting to order at 6:52 pm.

Pledge of Allegiance to the Flag

9/11 Remembrance – Moment of Silence

Roll Call

Present: Eileen Hansen, Mayor
Kathleen Carl, Deputy Mayor
Christie Offen, Trustee
Todd Shero, Trustee
Leslie Wagar, Trustee (Arrived at 7:33 pm)
Also Present: Matthew Nafus, Attorney
Anne Hartman, Village Clerk
Katie Garner, Treasurer
Kenny Bohn, DPW Foreman
Approximately 5 residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, August 14, 2018

Motion made by Trustee Christie Offen and seconded by Deputy Mayor Kathie Carl to approve the minutes of the *Tuesday, August 14, 2018 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	ABSENT
Trustee Todd Shero	AYE		

Tuesday, August 21, 2018

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to approve the minutes of the *Tuesday, August 21, 2018 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	ABSENT
Trustee Todd Shero	AYE		

Public Before the Board

Theresa Dunn, 68 Rochester St.; the previous Board made statements to fix the drainage along Rochester St., what is the status of this project. The residents need to get backyard drainage work done, but it cannot be done until the front is done. K. Bohn said it will get started spring 2019, he will work with C. Hazelton

Paul Richardson, 62 Rochester St.; asking the Village to reimburse him for medical bills that should have been covered by Village employee benefits. The Treasurer will look to see if there was any money left in the account from 2016-2017. After that the Board will consider.

Reports - Attorney Matthew Nafus

Interim CEO agreement
41 Scott Crescent easement
Audit report
Employee handbook

Department Reports

Building Inspector/Code Enforcement Officer

Permits Issued

Permit #BP2018-44	2 Second St.	Shed 10x10
Permit #BP2018-45	50 Rochester St.	Chicken Coop
Permit #BP2018-46	5 Maple St.	Porch Enclosure
Permit #BP2018-47	33 Bowerman Rd.	wheelchair ramp handrails

Inspections

38 Diana Dr. 8-24-18 framing inspection for MBR
 8-28-18 MBR addition, footer for garage, framing for basement
 76 Diana Dr. 8-28-18 Final inspection
 CooperVision 8-28-18 Framing & plumbing inspection

Permits Finalized

76 Diana Dr. Deck final inspection

Fire Marshal & Commercial Property Inspections

Finalized the 911 name and address report for all commercial properties in the Village of Scottsville. Hard copy to the Mayor and emailed copy to Chief Brown.

Complaints

56 W. Cavalier St. Smoke smell from camp fires and loud noise late at night. Three neighbors have called or emailed to complain about this problem. Charlie stopped at the residence and talked to the owner about the problem. Two weeks later the problem did not stop. A letter was sent sighting Fire Code and Noise Code. The owner called Charlie and the problem is resolved until a resident complains again.

Resolved Complaints

The owner of the rental properties from 10 – 16 Main St. finally completed repairs to Unit 14A after years of the tenants complaining about the property.

Ongoing Items/Concerns

Chicken permit on 50 Rochester St.

Upcoming

Oatka Hotel sold to two young men that want to fix it up. Its end use is not known yet.

DPW – Ken Bohn

- Mowing – parks and roadsides
- String trimming
- Trimmed roadside trees/brush for sign visibility on several streets
- Cut & removed multiple ash trees on Scott Crescent
- High volume residential brush & bag removal
- Hauled multiple loads of brush offsite
- Watered trees & flowers 3-4 times a week
- Multiple dump truck drop-offs for residential loading
- Above average number of stakeouts
- High volume refuse
 - Additional high-volume sticker pickups
 - Hauled two loads of extra pickups offsite
- High volume recycling
- Swept and sealed concrete at the Fire Dept, front side and walls
- Paving project/streets
 - Received and managed multiple loads of stone
 - Oil & stoned Wyvil, Hanford, Maple & Wheldon
 - Blacktopped numerous driveway aprons
 - Blacktopped & repairs Beckwith bus loop

- Swept Wyvil, Hanford, Maple & Wheldon
- Tilled Johnson Park volleyball courts
- Cleaned both parks
- Checked WWTP alarm system and replaced battery
- Swept & striped roads (crosswalk & stops)
- Received and maintained striper
- Striper prep & cleanup
- Maintenance on multiple DPW vehicles
 - Wipers
 - Fuses
 - Electrical/lights
 - Hydraulic fluid
 - Greased fittings
- Stormwater Coalition P2 Assessment & Outfall inspections
- Garbage truck takes 7-9 months to order, placed on the Onondaga bid, grants take a long time to apply. A BAN would be a better option than leasing, County auction is coming up. \$280,000-\$300,000
- Sweeper & Vac truck share with Caledonia and Avon will cost the Village \$80,000, it will clean out the catch basins, sanitary & storm sewers and sweep streets.

Treasurer – Katie Moffe Garner

Pay Bills:

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to approve payables on the APGL Distribution Report and Voucher Detail Report through September 11, 2018, with General Payables totaling \$73,307.59.

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		

Pre-Pay Bills:

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Todd Shero to approve the prepay invoices through September 1, 2018 totaling \$4,062.48.

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		

Documents submitted:

- August 2018 AP Check Rec – as of 08/31/18
- Reserve Account Balances – as of 08/31/18
- AP Check Listing – Prepays (09/01/18)
- AP Check Listing 1 – For Approval (09/11/18)
- AP Check Listing 1 – For Approval (09/11/18)
- Expense Control Report – for August 2018 only
- Expense Control Report – YTD (06/01/18 – 08/31/18)
- Revenue Control Report – for August 2018 only
- Revenue Control Report – YTD (06/01/18 – 08/31/18)

Treasurers Report:

Received Q2 Sales Tax Distribution in the amount of \$119,854.90 (\$109 less than Q2 2017)
 Received good faith payment from the Town in the amount of \$64,500.50, which is one half of the tax revenue collected from residents residing in fire protection district. 2018 Fire Contract has yet to be signed/executed.
 2018-19 budgeted revenue from Wheatland Fire Protection was \$140,000.00

Village tax collection is coming to an end; deposits should be back to normal once the month of September is closed

Jen will be in next Tuesday to help reconcile June & July because of the deposit issues

Discussion: Having the regular meeting the third Tuesday of the month for bill pay/ finance.

Wednesday at 5:45 pm, address at the next meeting.

Schedule Public Hearing – Purchase Office Computers

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Leslie Wagar to schedule a public hearing on October 9, 2018 at 7:30 pm to release an amount not to exceed \$2,000.00 for the purchase of three office computers from the Village Building Reserve.

Discussion: move money from the reserve with the hope to fund the reserve in the next budget. New computers are a necessity to make the office more efficient. Gather installation estimates.

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

Edward Kowalski	Saturday, December 15, 2018
Ann Bayer	Friday, October 19, 2018
Martha Otto	Saturday, June 29, 2019

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl 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

Card reader arrived and training on 9/12/18. We will start accepting cards immediately. No cost to the Village, customers will have a second charge for the service fee. Monies deposited in our account the next business day and we receive monthly reports.

Health Insurance – Retirees

When the active employees were switched to MVP Excellus dropped the retirees. They are all signed up with MVP.

KeyBank HSA - Employees

Motion made by Trustee Leslie Wagar and seconded by Deputy Mayor Kathie Carl to allow the mayor to sign the agreement with KeyBank to set up HSA accounts for the employee health insurance deductible.

Discussion: No fees to the Village, paper statements offered for a cost to the employees.

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		

Taxes

24 unpaid tax bills, September 30 last day to pay the Village then delinquent taxes go to the County and we get paid in March or April with the penalty fees included.

Trustee Reports:

Deputy Mayor Kathie Carl

Liaison to: Village Office – Employees Handbook – please get comments to Anne Audit

Trustee Christie Offen

Liaison to: Community Organizations

American Legion Corn and Sausage Roast a success

Library Book Sale in October, the Friends will participate in the Wheatland Community event

Wheatland Rec schedule is out

Planning Board/Zoning Board of Appeals – meeting on Thursday

Forestry Board – no August meeting

Trustee Todd Shero

Liaison to: DPW – met on the extra garbage toter

Parks

Trustee Leslie Wagar

Liaison to: Dog Park – October 11, 10:30 am at Greece Canal Park, community interested, will talk to Kenny about other locations, up at the Fire Dept.

Public Relations

Mayor's Reports - Eileen Hansen

Liaison to: Fire Department

Code Enforcement Officer – Charlie Floeser accepted a job elsewhere, Tom Perkins from the Town of Caledonia is helping in the interim, attorney is working on a Intermunicipal Agreement, will investigate combining with the Town for building inspector and fire marshal

OSC Audit 0 6/1/2016 – 2/5/2018 summary – policies and procedures need to be updated and enforce, each Board member has a section to work on, work with Katie, Anne and each other when topics overlap.

Mayor Hansen going out of the country, Deputy Mayor Carl will be acting mayor.

Old Business

No old business

New Business**Schedule Public Hearing – Fire Truck Reserve**

Motion made by Trustee Christie Offen and seconded by Trustee Leslie Wagar to schedule a public hearing on October 9, 2018 at 7:00 pm to expend \$3,500.00 from the Fire Truck Reserve for the Fire Chief's truck.

Discussion: Chief Brown will need to address this; the build should have been stopped to get approval for additional funds. Procedures need to be followed.

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		

Fire Department New Members

Motion made by Deputy Mayor Kathie Carl and seconded by Trustee Christie Offen to accept Sylus Vazquez and Aaron Risignolo into the Scottsville Fire Department.

Discussion: When is gear approved for new fire fighters? When they get voted in or after a probation and training?

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		

Parade of Lights

2 DPW guys for the day, to put up barricades, patrolling through the day, manning the parking lot, compensation will be overtime or comp time, this would need to be an option for the guys.

Bus driver agreements should be between Wheatland Chili School and the Parade of Lights Committee.

Advertise on Facebook – led to another discussion as to what we want

Adjournment

Motion made by Trustee Todd Shero and seconded by Deputy Mayor Kathie Carl to adjourn the Village Board meeting at 8:44 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
Village Clerk