

**Village Board
Meeting Minutes of
September 4, 2018**

Present: Mayor Lee, Trustees Zabelny, Fowler, Gates, Speer
Village Manager/Clerk Shari Pearce
Village Treasurer Maryalice Edwards
DPW Superintendent Mike McHenry
Code Enforcement Officer Mike Lissow
Deputy Clerk, Amy Harter

Guests: Tom Venniro, Mr. & Mrs. Louis Hauck & children, Bill Carter, Walt Horylev

Mayor Lee called the meeting to order at 5 p.m. with the pledge of allegiance followed by a moment of silence.

Recreation Report

Tom Venniro reported the football field at the Town Hall will have 6" of tested soil added so the field can be used without further monitoring. This is in response to a court case over the last several years about contaminated soil on this site. The court ruled the Town must mitigate the soil; this will complete the Town's obligation for remediation.

The department has experienced some personnel turnover recently. Tom is working to fill some positions.

Preschool before and after school program is set to start on the first day of school. This is a new program for them.

A request from the group that plays Pickle ball for window blinds in the gym has been made.

Code Enforcement

Flood Smart: The group has approached and received approval from the Stormwater Coalition executive board to form a work group. They will be meeting with the owners of Village II apartments for water/creek issues.

Country Village: They are working to build the final section of this subdivision. Since it is located on the Village border, Mike Lissow and Mike McHenry have been working to address water runoff issues in this area.

Unionville Station: Mike Lissow attended a meeting of their Board of Managers. They discussed homeowner's responsibilities and some conflicting information among their board. It appears the confusion has been cleared up. Trustee Zabelny thanked Mike for his assistance.

Treasurers Report

New York State Retirement: The invoice is projected to be \$173,155; this is \$7534 more than budgeted.

Second quarter sales tax: The payment made to the Village is \$332,911; this is \$1500 more than the second quarter of 2017.

Annual update document: Maryalice Edwards reported she filed this report on August 14th. Copies are available for the board's review.

Audit: The auditors are scheduled to be in the Village Office the first week of October to conduct our annual financial audit.

CD renewal: Maryalice Edwards recommends renewing a 3 month CD at 1.75% with Canandaigua National Bank.

Resolution to authorize the Treasurer to renew 3 month CD at 1.75% with CNB. Trustee Zabelny made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

Superintendent Report

Car Show: Mike McHenry reported this was the 5th anniversary, the event was successful and the committee has consistently taken more responsibilities off of the village staff.

Community Center: Electric upgrades are scheduled from September 10th through October 13th. There is no expected impact on the Apple Fest.

DPW Roof: Mike explained it was necessary to solicit additional bids due to the low bidder backing out recently. He is recommending accepting the low bid from Weathertight Installations for \$47,895.00

Resolution to accept the bid of \$48,000, from Weathertight Installations, motion made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously 5-0.

Parks: Mike will be working with MRB Group to prepare a bid package for the Jennejahn Lodge renovations. The construction is to begin March 2, 2019.

Concrete Swale cleaning: The DPW has cleaned out 2 miles of sediment and vegetation which took three weeks to complete. Mike commended Chad McManus, Cody Kelly, Andy Steiger and Jeff Pearce for the excellent job they did on this project.

Shared Services: Mike reported the following shared services:

- One Village employee and one dump truck were used for a 2 day county project on Parma Center Rd. This will bring in revenue of over \$2,000.00.
- The Town of Hamlin Highway Department lent their tracked skid steer for 2 weeks for concrete swale cleanout, saving over \$2,800.00 in rental fees.
- The school district lent their lift for tree trimming and their slice seeder to repair lawn areas damaged while cleaning the concrete swales.

Streetlights: Two complaints of lighting have been addressed by installing light shields. The shields are specific to the location of the spillage and cost \$50 each. This appears to mitigate the issues.

Public Forum

Mayor Lee opened the public hearing at 6 p.m. to consider Local Law 6, 2018 to amend Section § 275-13 E (1) b of the Zoning Code to read. “The footprint shall be over 25 square feet but shall not exceed 256 square feet and no wall shall exceed 20 feet in length.”

There being no public comment, the public hearing was closed at 6:01 p.m.

Resolution to adopt Local Law #6, 2018, to amend Section § 275-13 E (1) b of the Zoning Code to read. “The footprint shall be over 25 square feet but shall not exceed 256 square feet and no wall shall exceed 20 feet in length.” Motion made by Trustee Speer, seconded by Gates. Carried unanimously, 5-0.

Walt Horylev Civic Beautification Award: This award was presented by Walt Horylev to Louis & Alissa Hauck for their renovation efforts of 67 Old Hojack Lane. They were presented with a gift card and a plaque. Refreshments were provided as well wishes to their family.

Managers Report

Community Center Security: Shari Pearce reported a meeting was held with the safety team and SG Security. With the new upgraded security system recently installed, additional panic buttons can be added to the system. The board discussed ordering seven additional panic buttons for the building and agreed to add the maximum.

Resolution to approve the purchase of additional panic buttons at a cost of \$1,102.69 and to require a security deposit from the tenants of \$110 per unit, Trustee Gates made the motion, seconded by Trustee Zabelny. Carried unanimously, 5-0.

The safety team also met with three deputies from the Monroe County Sheriff’s Department to perform a needs assessment on what the Village can do to make the community center safer. The Community Center is unique with their occupants. There is the Village Office, Town Recreation Offices, Daycare Center, Food Shelf, Senior Center, Apple Festival Organization and many public/community groups that occupy space. There are limitations as to what the Village

can do and provide. The list below is what is suggested by the Sheriffs to work towards to implementing.

1. Film on exterior doors
2. Add a mirror in the elevator
3. Modify the Village Office window
4. PA system
5. Latch for auditorium door
6. Place room numbers inside the rooms
7. Deadbolts/new locks in certain rooms

Trustee Fowler recommends modifications to the Village Office window be the first priority.

Hilton Community Child Care/tenant: A 12 month payment plan lease has been requested by the daycare owner. After a detailed discussion, it was determined based on the lateness of the term of the lease, a 10 month lease is only appropriate. The board also has requested the daycare owner be asked to sign a personal guarantee on her lease. Shari will meet with the daycare owner to discuss the new terms.

Parma Special Police: Shari reported a meeting was held this past month to discuss the relocation of the special police room from the Town Hall to the Community Center and a possible captain selection. The team was in agreement to relocate the room as long as the special police force was satisfied. No decision on captain was made.

Recreation Intermunicipal Agreement: There is a meeting scheduled September 7th with the Town Supervisor, Tom Venniro, Mayor Lee, Trustee Speer and Shari Pearce to discuss the agreement.

Clock repairs: Trustee Speer received a call from Doug Klock regarding donations for the recent maintenance project. Mr. Klock expressed that since his father, John Klock, donated the clock in Hovey Square he wants his father only to be associated with the clock and requested the recently added plaque with the donor's names be removed. The board was not in favor of this action, the Village has been taking care of the clock since the 1998 installation.

Jennejahn Family: A Jennejahn family member requested a reduction in rental fees be made to their family for their annual reservation. The Jennejahn family is given the courtesy to reserve any date of their choosing each year. The board has received several similar requests from residents and community groups; they agree it would not be fair to honor this for anyone.

Clean Energy Community: Shari Pearce and the management team will be meeting with Matt Halladay from the Genesee Finger Lakes Council to discuss additional information about the action items that can be put into place. The meeting is scheduled for September 18th in the office and Village Board members are invited to attend.

Parking tickets: They have been ordered and once the Secretary of State's office sends their final approval, the new process can begin.

Vouchers

Motion to approve the vouchers with the following additions: Jim Gates \$2,744.57, Home Depot \$648.00, Lamont \$119.00, Tops \$96.07, Walt Horylev \$5.12. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

Prepaid	\$ 5,320.32
T&A	\$ 25,748.56
General	\$148,416.02
Water	\$ 38,399.66
Sewer	\$ 2,355.17
Total	\$220,239.73

Trustee Gates made the motion to approve the August 7th minutes as presented, seconded by Trustee Speer. Carried unanimously 5-0.

Adjournment

There being no further business, Trustee Fowler made a motion to adjourn the meeting at 7:15 p.m., seconded by Trustee Speer. Carried unanimously 5-0.

Respectfully Submitted,

Amy Harter
Deputy Clerk