

**Village Board of Trustees
Meeting Minutes of August 4, 2009**

Present: Mayor Larry Gursslin
Trustee Gates, Lee & Speer
Village Manager, Janet SurrIDGE
Village Clerk, Shari Pearce
Asst. Superintendent of Public Works, Keith Brown
Code Enforcement Officer, Mike Lissow

Absent: Trustee Horylev, Superintendent Tom Tilebein

Guests: Carm Carmestro, Dave Wright

Mayor Gursslin called the public meeting to order at 5:00 p.m. with the pledge of allegiance to the flag.

Mayor Gursslin took a moment to acknowledge the passing of Vice Mayor, Walt Horylev's wife, Sharlee. Mayor Gursslin remarked she had always been very supportive of Walt's endeavors over the years and will be greatly missed.

Resolution to dedicate a page of the minutes in memory of Sharlee Horylev. Mayor Gursslin made the motion, seconded by Trustee Lee. Carried unanimously 4-0.

Resident Dave Wright discussed miscellaneous items with the Village Board.

Town Board Liaison, Carm Carmestro stated the Town Board is starting their budget process. Discussion also took place regarding the upcoming annual Parma Festival Days held at the Town Hall.

Mr. Carmestro stated the informal position of the Town Board regarding the wind farm project is they are in favor of the concept, however, any further discussions will take place after the November elections.

Code Enforcement

- Fireman's Carnival: Mr. Lissow reported on the emergency evacuation that took place at this year's Fireman's Carnival. A tornado swept through the area and emergency personnel were able to evacuate thousands of people to a nearby shelter for protection. He remarked on how efficient the evacuation was.

Mr. Lissow stated he would like to coordinate a master plan evacuation for the Apple Festival being held on October 4th and 5th. He will coordinate the plan with Joe Lee.

- Hillside Drive: Mr. Lissow reported there was a tornado that hit Hillside Drive and caused structural damage to a metal chimney, several tree limbs were taken down and there was minor roof damage to a home where a tree limb went through it.
- Creek Crossing: Mr. Lissow reported that Creek Crossing has had very serious vandalism this past month. Windows have been broken and a unit had been broken into and several large holes were kicked in the finished drywall.
- Hilton Metals: The foundation is nearly complete and work is continuing on this project.

Other miscellaneous items were discussed.

Superintendent of Public Works

Assistant Keith Brown was present to represent the Superintendent.

Resolution to award the bid to ODB Company to purchase a new leaf machine costing \$18,892.00 Trustee Gates made the motion, Trustee Speer seconded the motion. Carried unanimously 4-0.

- Carmestro's Parking Agreement: The offer to void the parking agreement has been received by Mr. Carmestro and the Village should be receiving a response from Mr. Carmestro's attorney in the near future.
- Eagle Scout Project: Nathan Faulkner completed his Eagle Scout Project consisting of painting the Village hydrants. The project helped to improve the main streets in the Village. The Village Board would like to extend a sincere thank you to Nate, the other scouts and parents for all their help and a job well done.
- Personnel: Mr. Brown reported that two employees in the DPW will be out on sick leave for an extensive period of time. Discussion took place on what provisions the DPW are putting in place to accommodate the sick leaves of the two employees. Mr. Brown stated they are looking to have two of the seasonal employees stay longer to help with the work load.

Manager's Report

- FEMA Project: At the last meeting, the board tabled a decision on hiring an architect to prepare a landscaping plan for the vacant lot and asked Mrs. Surrige to confirm with FEMA what is permissible landscaping. FEMA will pay for grading and seeding only, and if the Village wants to install plantings, benches and lighting, we would have to submit our request in writing for approval and those costs would be at our expense. Mrs. Surrige is recommending at this time to grade and seed the lot to meet the project deadline date of September 12, 2009.

Trustee Gates discussed the possibility of selling/leasing the vacant land to the Fire Department. He feels this is another piece of vacant property the Village owns with a liability risk. Another factor is the lawn maintenance associated with the parcel. The FEMA restrictions would adhere to any owner of the property.

After a general discussion, it was collectively decided to grade and seed the property at 135 South Avenue by September 1, 2009. Trustee Speer will bring up the discussion on the Village possibly selling/leasing the property at the next Fire Department meeting.

- Jennejahn Lodge Request: Mrs. Surrige stated there was a request from a resident for the board to give special consideration for a rental charge reduction on the Jennejahn Lodge. Mrs. Surrige explained the situation to the board regarding the request. After a general discussion, the board determined that all patrons of the lodge needed to be charged the same amount and no special consideration shall be granted.
- Natural Gas Utility: Mrs. Surrige explained to the board that the Village has a contract with a supplier to deliver natural gas supply to the School District from July 2009 through July 2011 fiscal year. The gas prices are extremely low and she and Tom Oaks from the School would like to take advantage of purchasing gas for the fiscal year 2011-12. In order to perform this, the board will need to renew the Village's contract with our supplier UGI, Inc.

Resolution to authorize the Village Manager to take the necessary steps to renew our contract with UGI, Inc. for the supply of natural gas for the School's 2011-12 fiscal year, prices to be determined and the Village Board is waiving the bid process. This proves to be a substantial savings to the tax payers. Trustee Speer made the motion, Trustee Lee seconded the motion. Carried unanimously 4-0.

- Gazebo Renovations: At the last meeting, the board approved the renovations for the gazebo for a cost of \$1700.00. 84 Lumber has a better product called Timbertech. Using this product, the project costs would increase to a total of \$2,500.00. This product has a limited 25 year warranty and can withstand cold temperatures. Dale Schwan can assist

with installing the railing system for \$450.00. The downside is the spindles would be straight versus the colonial style. Mrs. Surrige stated by eliminating budgeted expenditures for Community Center window cleaning and bathroom remodeling we can afford to undertake this project within budget. The Village Board agreed to proceed with the new proposed renovation.

Worker's Compensation: Mrs. Surrige explained to the board a resolution needs to be adopted to clarify our status as a self insured entity participating with other municipalities in Monroe County. She also explained to the board that the Village has a liability risk of paying out \$200,000 for each event (injury) per year. So far, because of an exceptional safety record achieved by our DPW employees, the Village has received \$133,850 in premium refunds. She recommended that this money be deposited into a reserve fund specifically for worker's compensation claims that may occur. Currently, the money is in the Village's general fund.

Trustee Gates who is in on the budget committee suggests allowing the reserve fund to build to \$220,000.00. Once the fund builds to this amount, future boards can determine if this amount is enough protection for the Village.

Resolution to adopt the following: Motion made by Trustee Gates, seconded by Trustee Speer. Unanimously approved 4-0.

Whereas, The Village of Hilton elected on June 1, 2004 to join together with other Monroe County municipalities and self-insure under Section 50, Subdivision 4-a of the Workers' Compensation Law, and

WHEREAS, in the event of a catastrophic loss in any fiscal year the Village of Hilton is responsible for paying claims up to \$200,000, and

WHEREAS due to the exceptional safety record achieved by our employees, the Village has received the following refunds from the Monroe County Municipal Worker's Compensation Group Plan:

	\$17,695 for 2004
	\$12,933 for 2005
	\$38,576 for 2006
	\$32,966 for 2007
	\$28,028 for 2008
	<u>\$ 3,652</u> interest earnings to date
Total to date	\$133,850

Now Therefore, Be It Resolved that in accordance with General Municipal Law 6-j, the Village of Hilton authorizes the Village Treasurer to establish a separate account at HSBC Bank to be known as the Workmen's Compensation Reserve Fund and to transfer the sum of \$133,850 into said account. Be it further resolved that the monies in this reserve fund shall be accounted for separate and apart from all other funds of the Village of Hilton, and that the Village Board will continue to make deposits to this account until the balance in the fund has reached \$220,000.

- Hilton Community Childcare: Mrs. Surrige received a letter from Kim Turlington, one of the owners of the daycare. She explained the daycare has been affected by the economy and this has been the worst summer in 9 years. Many of the parents have taken their children out of the daycare for financial reasons for the summer months. They are asking for some leniency with paying their rent for June, July and August. They are also planning on paying \$1,000.00 extra per month October 2009 through May 2010 to cover the summer months for 2010. Mrs. Surrige is recommending the 5% late penalty be charged. The board concurred and Mrs. Surrige will inform Mrs. Turlington of the board's decision.
- 4 South Avenue Parking Lot Lease: Mrs. Surrige reported Sue Fertitta gave confirmation she will be signing the proposed parking lot lease with the condition the lease be five years instead of ten years.

Resolution to authorize the Mayor to sign a five year parking lot lease for 4 South Avenue. Motion made by Trustee Gates, seconded by Trustee Lee. Carried unanimously 4-0.

There was a discussion on striping the area “No Parking and Fire Lane” with Dr. Shulman’s permission.

- Shared Services Grant: Mrs. Surridge reported the Village received notice that the shared service application was denied. Supervisor Rick Lemcke stated his position is to apply for the next round of funding. The deadline to apply is December 14, 2009.

After a discussion, it was the consensus of the Village Board to reapply.

Resolution to adjust the 2009-10 budget to transfer funds for the wind farm feasibility study paid to North Wind and Power, Inc. Motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously 4-0.

Increase E8410.4	\$5,000
Increase E599	Appropriated Fund Balance \$5,000

Vouchers

Resolution to approve the abstract of vouchers with the following additions: Amanda LaDue for a Lodge refund of \$150.00. Totals as follows:

General fund	\$ 55,736.84
Water fund	\$ 29,802.00
Sewer fund	\$ 858.58
Capital	\$ 7,213.50
Gas&Electric	\$ 1,077.22
Prepaid	\$ 144,287.45
<u>T&A</u>	<u>\$ 9,628.05</u>
Total	\$ 248,603.64

Motion made by Trustee Speer, seconded by Trustee Lee. Carried unanimously 4-0.

Minutes

Resolution to approve the meeting minutes of July 7, 2009 as submitted. Trustee Gates made the motion, Trustee Speer seconded the motion. Carried unanimously 4-0.

38 & 50 East Avenue Driveway

A discussion took place between Mike Lissow and the board regarding the placement of the new sidewalk and width of the driveway. There has been concerns on the drainage of the property and if the driveway width can accommodate two cars. Mr. Lissow remarked with the correct grading and sidewalk work the drainage should be fine.

Assistant Superintendent Keith Brown went down to the site with two pickup trucks and they did not have an issue passing each other at the same time. He also remarked the size of the driveway is larger than some of the Village Streets.

The board concluded if there is a problem in the future with the driveway, a yield sign may be installed.

Railroad Trestle

A discussion took place on whether to paint the Railroad Trestle to remove the graffiti. The board’s position is to not make any improvements to the trussel, they feel it will only be vandalized again.

Boot Drive Fundraiser

Mayor Gursslin received a letter from Linda Frankenberger seeking permission for the Village Board to allow a Boot Drive Fundraiser to take place on the corner of Main Street, East Ave and South Avenue. The fundraiser is for the Aurora House (a new comfort care hospice home) located in Spencerport.

Resolution to deny the request for use of Village Streets for a Boot Drive due to public safety concerns. The board supports the concept of the fundraiser and wishes them well with other events. Trustee Gates made the motion, seconded by Trustee Lee. Carried 3-0-1. (Mayor Gursclin abstained)

Storm Water Coalition

Mayor Gursclin stated he received a letter from Chairman Geoffrey Benway thanking and recognizing Superintendent Tom Tilebein's leadership as Chairman of the Monroe County Storm Water Coalition. The letter remarked on how Tom has done an excellent job and has led the Stormwater Coalition through many changes in the regulations and the development of many programs that help all towns and villages in Monroe County stay in compliance.

Resolution to recognize Tom Tilebein as Chairman of the Stormwater Coalition for the past two years and for the unprecedented effort and job he has done for the Coalition. Mayor Gursclin made the motion, seconded by Trustee Lee. Carried unanimously 4-0.

North Avenue Sidewalks

Mayor Gursclin brought up the subject matter of sidewalks being installed for the seven homes on North Avenue located in the Town of Parma. The residents from the seven homes are requesting outside connection to the Village sewers. Mayor Gursclin remarked he had sent a survey out to 20 random homes in the Rolling Meadows Subdivision asking how they feel about sidewalks being installed in front of the seven homes. The general survey consensus was the residents would like to see sidewalks installed in that area and this would improve public safety.

The Village Board concluded they are in support of the installation of sidewalks, however, it should not be in connection with the proposed sewer district.

There being no further discussion, a motion was made by Mayor Gursclin to adjourn the meeting at 7:40 p.m. Seconded by Trustee Lee, carried unanimously 4-0.

Minutes recorded by,

Shari Pearce, Village Clerk