

**Village Board of Trustees  
Meeting Minutes of May 5, 2009**

Present: Mayor Larry Gursslin  
Trustee Horylev, Gates, & Lee  
Clerk-Treasurer, Janet Surridge  
Asst Superintendent of Public Works, Mike McHenry  
Deputy-Clerk, Shari Pearce  
Code Enforcement Officer, Mike Lissow

Absent: Trustee Speer, Superintendent Tom Tilebein

Guests: Dave Wright, Carm Carmestro, Lois Moore, Alisia, Duncan, Nina and Angus Chase, John Corzine, Scott Meagher and children

Mayor Gursslin called the meeting to order at 5:00 p.m. followed by the pledge to the flag.

Mayor Gursslin reported Trustee Speer is in Chicago attending a Wind Energy Conference.

**Public Forum**

Mr. Duncan Chase residing at 137 Gorton Ave was present with his family to address the board about taking care of chickens at his home. He stated that he and his family have been taking care of two chickens since last summer. The chickens came from their son's first grade classroom. Mr. Duncan did not expect the chickens to live more than two weeks. He and his family have lived in the Village for eight years. Mrs. Duncan relayed to the board the nutritional benefit of having eggs raised from home chickens. Mrs. Duncan noted the chickens do not need a big habitat to survive. Mrs. Duncan supplied the board information on other Towns/Villages ordinances.

Code Enforcement Officer, Mike Lissow stated to the board two or three weeks ago he received a call for chickens walking in the street on Gorton Ave. He informed the home owner that per the Village Code, no foul may be raised in the Village. Mr. Lissow suggested to the home owner if they wanted to keep the chickens, they should attend the next Village Board meeting to plead their case.

John Corzine, 130 Gorton Ave, he reported that Lollypop Farm does accept chickens. He also noted the School District is not allowed to give the chickens away to the children. He remarked the chickens have been in his front yard and does not support this action. He feels the Village is not the place for chickens or any live stock.

Trustee Horylev stated he supports the Zoning Law. He can appreciate the family's efforts, however, he believes chickens can be a nuisance and allowing this could open up other residents wanting to house chickens.

Lois Moore, 141 Gorton Ave, she remarked they have been over to her house and her husband has had to put the chickens back several times. She does not support this issue.

Scott Meagher, 193 West Ave, he was a past neighbor on Gorton Ave. He does support this issue. He is a believer in dream living and exposing kids to more than suburban life has to offer. He does agree with other neighbors that having chickens in their yard can be a nuisance.

Trustee Jim Gates stated he can appreciate what the family is doing to teach their children about caring for animals and introducing them to how government operates. He is not ready to appeal the Zoning Law, Hilton is the second largest Village in population in Monroe County and believes there is no room for livestock.

Trustee Joe Lee concurs with Trustee Gates in regards to the Zoning Law. These laws were put in place for a reason.

There being no further public comment, the Public forum was closed at 5:40 p.m.

Mayor Gursslin thanked the Chase family and the public for stating their case and concerns. A brief discussion on whether or not a variance could be issued by the Zoning Board of Appeals took place.

### **Code Enforcement**

- Short Hills Subdivision Parking: Mr. Lissow reported that Mr. Wayne Cowell of Little Tree Lane stopped in his office to discuss the no parking restrictions in his subdivision. He relayed to Mr. Lissow that he felt this was unfair to the residents that live in the subdivision and want to park in front of their own homes during school hours. He questioned if any exceptions could be given to the homeowners?

A general discussion took place on this subject. The board requested the Code Enforcement Officer to record any future complaints and notify the board. No action was decided at this time.

Mayor Gursslin remarked that any future reports to the board should include work that is being done with the Building Assistant, Jim Volkmar.

### **Superintendent of Public Works**

Assistant Mike McHenry was present on behalf of the Superintendent.

- 30 Mariah St: Baar Environmental Inc. has completed the pre-demolition Asbestos Survey for \$1500.00. According to the survey only window caulk has been identified as an abatement material. Mr. Tilebein is requesting direction from the board on how they want to proceed. The board would like to proceed

with pricing for abatement and scheduling. The board is looking for a determination on if the window caulk is removed; do the windows need to be boarded up after the abatement?

- Upstate NY Municipal Workers Compensation Pool: Mr. Tilebein reported for the second time in three years, the Village of Hilton has received the highest refund of all the members in the pool. Hilton was the only member to have zero claims in 2008 and earned a refund of \$28,028.00, totaling \$130,198.00 in five years. Mr. McHenry noted he believes the employees attitudes contribute to the employees not getting injured each year. The Village Board congratulated the employees for their safety standards and hard work.
- 54 Short Hills Dr: Mr. Tilebein noted in his report the resident at 54 Short Hills Dr requested the longer fence to be installed along the north side of the existing sidewalk. New York State Fence has been notified to install the fence for \$1,350.00. The original estimate amount was \$3,100.00.
- North Ave request for Sanitary Sewer Service: Mr. Tilebein reported he has been contacted by Mr. Bob Crowley, the contractor that completed the sanitary sewer project on North Ave, north of Hilton Dr. Mr. Crowley stated a few other residents on North Avenue also wish to establish a sewer district in the Town and connect to the Village of Hilton system. This proposed connection will add seven homes to an 8" system containing 205 homes. Capacity is not an issue.

A lengthy discussion took place between the board members on what we should charge homeowners and/or developers that do not reside in the Village for connection fees. Trustee Horylev had researched fees from other communities and discussed the findings with the board. A decision could not be reached as more information is needed. A suggestion was made that the Board should enact a moratorium until this can be resolved.

Mayor Gursslin expressed great interest in extending the sidewalks along North Ave. This would not be a Village expense.

Trustee Gates remarked there are two different issues that the board is dealing with, private homes and developments. The North Avenue sewer request was brought to the Village prior to the board discussing a moratorium on extending sewers into the Town. He felt we should charge these people the same fee that was charged to their neighbors a few months ago, which was \$500.00 per unit.

The board decided to table the North Avenue request. This request is also exempt from any moratorium action.

Mayor Gursslin remarked to the board that he will vote against extending the sewers into the Town of Parma for a North Ave District if sidewalks are not installed.

## **Moratorium on outside connection of Village Sewers**

A discussion took place on enacting a moratorium for six months to not allow extension of Village sewers into the Town of Parma. This will provide the board time to review sewer rates and perform a study.

**Resolution** to enact a moratorium for six months on extending Village sewers into the Town of Parma. Motion made by Trustee Gates, seconded by Mayor Gurslin. Unanimously approved 4-0.

### **Clerk's Report**

- Office Security, a discussion took place on improving the overall security in the Village Office. Mrs. Surridge reported a situation happened this past month with one of the office employees being threatened by a resident. Our phone system does not have the caller ID feature. To add this, it would cost approximately \$2,400. Trustee Gates stated he felt the front counter area for the Village Office should be more protected and suggested the team to look into building a permanent wall with a more solid door. He suggested to the Board that we give the office team up to \$3,000 to work with for this project and approve the \$2,400 as well to add the caller ID feature.

**Resolution** to approve up to \$5,500.00 to improve security in the Village Office. This is to include a wall for the front reception area, telephone security upgrades and other security measures. Motion made by Trustee Gates, seconded by Trustee Horylev. Approved unanimously 4-0.

- FEMA project: The asbestos removal was completed by May 1<sup>st</sup>; take property closing should take place the week of May 18<sup>th</sup> and demolition should commence the following week.
- Audit: Mrs. Surridge took a survey of what other Village's pay for their audits and CPA Ray Wager was the lowest at \$5,850.00. The average price was \$6,900.00. Mrs. Surridge accepted Ray Wager's quote and scheduled the audit for mid July.
- Civil Service Law 159-b & 159-c: Mrs Surridge informed the Board that an amendment was made to this Law to allow for a class of employees eligible to take leave for breast cancer screening and prostate cancer screening and to provide that such time shall be paid leave. She recommended that we grant two hours for each test.

**Resolution** to amend the Employee Handbook, Section 805 Personal Leave, to read as follows: Full-time employees shall also receive up to two (2) hours of personal time per year for breast cancer screening and prostate cancer screening appointments, upon at least 24 hours of advance

notice to the employee's Department Head or Supervisor. Any unused personal time as of December 31st is forfeited by the employee.

. Trustee Horylev made the motion, Trustee Lee seconded the motion.  
Approved unanimously 4-0.

- Hilton Community Child Care, Kelly Climber and Kim Turlington, the owners of daycare are requesting to expand their playground area. The proposed playground will be increasing in length only (to the west), not width. HCC are in the process of applying for a grant for additional equipment and is requesting approval from the Village Board to move forward. The reason for the additional playground equipment is the current play equipment is geared for the pre-school children and they need equipment to suit school age children as well.

**Resolution** to allow the Hilton Community ChildCare Daycare to proceed with extending the playground to the west with the conditions that construction does not commence until after the Apple Festival in 2009. The playground equipment is to stay with the property. Trustee Gates made the motion, Trustee Lee seconded the motion. Approved unanimously 4-0.

- Identity theft legislation: Mrs Surridge informed the Board that as part of the Federal Trade Commission's Fair and Accurate Credit Transaction Act of 2003, the "Red Flags" rule has been modified to include municipalities . If municipalities "defer payments" when services such as water, electric, gas or trash collection are provided to and used by customers, but then are paid for at the end of a billing cycle, we have to comply. She presented a proposed policy for adoption.

**Resolution** to adopt the following Identity Theft Prevention Program: Motion made by Mayor Gursclin, seconded by Trustee Horylev. Approved unanimously 4-0.

## **I. PROGRAM ADOPTION**

Village of Hilton ("Village") developed this Identity Theft Prevention Program ("Program") pursuant to the Federal Trade Commission's ("FTC") Red Flags Rule, which implements Section 114 of the Fair and Accurate Credit Transactions Act of 2003. This Program was developed with oversight and approval of the Village Board of Trustees. After consideration of the size and complexity of the Village's operations and account systems, and the nature and scope of the Village's activities, the Village Board of Trustees determined that this Program was appropriate for the Village, and therefore approved this Program on May 5th, 2009.

## **II. DEFINITIONS AND PROGRAM**

### **A. Red Flags Rule Definitions Used in this Program**

"Identity Theft" is a "fraud committed or attempted using the identifying information of another person without authority."

A "Red Flag" is a "pattern, practice, or specific activity that indicates the possible existence of Identity Theft."

A “Covered Account” includes all utility accounts that are administered by the Village.

“Program Administrator” is the individual designated with primary responsibility for oversight of the program. (See Section VI below).

“Identifying information” is “any name or number that may be used, alone or in conjunction with any other information, to identify a specific person,” including: name, address, telephone number, social security number, date of birth, government issued driver’s license or identification number, alien registration number, government passport number, employer or taxpayer identification number, computer’s Internet Protocol address, or routing code.

## **B. Fulfilling Requirements of the Red Flags Rule**

Under the Red Flags Rule, the Village is required to establish an “Identity Theft Prevention Program” tailored to its size, complexity and the nature of its operation. Each program must contain reasonable policies and procedures to:

1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flags that have been incorporated into the Program;
3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and
4. Ensure the Program is updated periodically to reflect changes in risks to customers or to the safety and soundness of the customer from Identity Theft.

## **III. IDENTIFICATION OF RED FLAGS**

In order to identify relevant Red Flags, the Village considers the types of accounts that it offers and maintains, methods it provides to open its accounts, methods it provides to access its accounts, and its previous experiences with Identity Theft. The Village identifies the following Red Flags in each of the listed categories:

### **A. Notifications and Warnings from Credit Reporting Agencies**

#### **Red Flags**

1. Report of fraud accompanying a credit report;
2. Notice or report from a credit agency of a credit freeze on an applicant;
3. Notice or report from a credit agency of an active duty alert for an applicant;
4. Receipt of a notice of address discrepancy in response to a credit report request; and
5. Indication from a credit report of activity that is inconsistent with an applicant’s usual pattern or activity.

### **B. Suspicious Documents**

#### **Red Flags**

1. Identification document or card that appears to be forged, altered or inauthentic;
2. Identification document or card on which a person’s photograph or physical description is not consistent with the person presenting the document;
3. Other document with information that is not consistent with existing customer information; and
4. Application for service that appears to have been altered or forged.

### C. Suspicious Personal Identifying Information

#### **Red Flags**

1. Identifying information presented that is inconsistent with other information the customer provides (example: inconsistent birth dates);
2. Identifying information presented that is inconsistent with other sources of information (for instance, an address not matching an address on an enrollment application);
3. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
4. Identifying information presented that is consistent with fraudulent activity (such as an invalid phone number or fictitious billing address);
5. Social security number presented that is the same as one given by another customer;
6. An address or phone number presented that is the same as that of another person;
7. A person fails to provide complete personal identifying information on an application when reminded to do so; and
8. A person's identifying information is not consistent with the information that is on file for the customer.

### D. Suspicious Covered Account Activity or Unusual Use of Account

#### **Red Flags**

1. Change of address for an account followed by a request to change the customer's name;
2. Payments stop on an otherwise consistently up-to-date account;
3. Account used in a way that is not consistent with prior use;
4. Mail sent to the customer is repeatedly returned as undeliverable;
5. Notice to the Village that a customer is not receiving mail sent by the Village;
6. Notice to the Village that an account has unauthorized activity;
7. Breach in the Village's computer system security; and
8. Unauthorized access to or use of customer account information.

### E. Alerts from Others

#### **Red Flag**

1. Notice to the Village from a customer, Identity Theft victim, law enforcement or other person that the Village has opened or is maintaining a fraudulent account for a person engaged in Identity Theft. 5

## IV. DETECTING RED FLAGS

### **A. Customer Enrollment**

In order to detect any of the Red Flags identified above associated with the enrollment of a customer, Village personnel will take the following steps to obtain and verify the identity of the person opening the account:

#### **Detect:**

1. Require certain identifying information such as name, date of birth, home address or other identification; and
2. Verify the customer's identity at time of enrollment (review of driver's license or other government-issued photo identification).

## B. Existing Accounts

In order to detect any of the Red Flags identified above for an existing Covered Account, Village personnel will take the following steps to monitor transactions on an account:

### **Detect:**

1. Verify the identification of customers if they request information (in person, via telephone, via facsimile, via email);
2. Verify the validity of requests to change billing addresses by mail or email and provide the customer a reasonable means of promptly reporting incorrect billing address changes; and
3. Verify changes in banking information given for billing and payment purposes.

## V. PREVENTING AND MITIGATING IDENTITY THEFT

In the event Village personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

### **Prevent and Mitigate**

1. Continue to monitor a Covered Account for evidence of Identity Theft;
2. Contact the customer or applicant (for which a credit report was run);
3. Change any passwords or other security devices that permit access to Covered Accounts;
4. Not open a new Covered Account;
5. Provide the customer with a new customer identification number;
6. Notify the Program Administrator for determination of the appropriate step(s) to take;
7. Notify law enforcement;
8. File or assist in filing a Suspicious Activities Report ("SAR"); or
9. Determine that no response is warranted under the particular circumstances.

### **Protect Customer Identifying Information**

In order to further prevent the likelihood of Identity Theft occurring with respect to Covered Accounts, the Village will take the following steps with respect to its internal operating procedures to protect customer identifying information:

1. Ensure that its website is secure or provide clear notice that the website is not secure;
2. Ensure complete and secure destruction of paper documents and computer files containing customer account information when a decision has been made to no longer maintain such information;
3. Ensure that office computers with access to Covered Account information are password protected;
4. Avoid use of social security numbers
5. Ensure computer virus protection is up to date; and
6. Require and keep only the kinds of customer information that are necessary for Village purposes.

## VI. PROGRAM ADMINISTRATION

### A. Oversight

Responsibility for developing, implementing and updating this Program lies with an Identity Theft Committee ("Committee") for the Village. The Committee is headed by a Program Administrator who may be the Mayor of the Village or his or her appointee. Two or more other individuals appointed by the Mayor of the Village or the Program Administrator comprise the remainder of the committee membership. The Program Administrator will be responsible for ensuring appropriate training of Village staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing

and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.

#### B. Staff Training and Reports

Village staff responsible for implementing the Program shall be trained either by or under the direction of the Program Administrator in the detection of Red Flags and the responsive steps to be taken when a Red Flag is detected. Village staff shall be trained, as necessary, to effectively implement the Program. Village employees are expected to notify the Program Administrator once they become aware of an incident of Identity Theft or of the Village's failure to comply with this Program. At least annually or as otherwise requested by the Program Administrator, Village staff responsible for development, implementation, and administration of the Program shall report to the Program Administrator on compliance with this Program. The report should address such issues as effectiveness of the policies and procedures in addressing the risk of identity theft in connection with the opening and maintenance of Covered Accounts, service provider arrangements, significant incidents involving identity theft and management's response, and recommendations for changes to the Program.

#### C. Service Provider Arrangements

In the event the Village engages a service provider to perform an activity in connection with one or more Covered Accounts, the Village will take the following steps to ensure the service provider performs its activity in accordance with reasonable policies and procedures designed to detect, prevent and mitigate the risk of Identity Theft.

1. Require, by contract, that service providers have such policies and procedures in place; and
2. Require, by contract, that service providers review the Village's Program and report any Red Flags to the Program Administrator or the Village employee with primary oversight of the service provider relationship.

#### D. Non-disclosure of Specific Practices

For the effectiveness of this Identity Theft Prevention Program, knowledge about specific Red Flag identification, detection, mitigation and prevention practices may need to be limited to the Committee who developed this Program and to those employees with a need to know them. Any documents that may have been produced or are produced in order to develop or implement this program that list or describe such specific practices and the information those documents contain are considered "confidential" and should not be shared with other Village employees or the public. The Program Administrator shall inform the Committee and those employees with a need to know the information of those documents or specific practices which should be maintained in a confidential manner.

#### E. Program Updates

The Committee will periodically review and update this Program to reflect changes in risks to customers and the soundness of the Village from Identity Theft. In doing so, the Committee will consider the Village's experiences with Identity Theft situations, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, and changes in the Village's business arrangements with other entities. After considering these factors, the Program Administrator will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the Committee will update the Program.

### **Fee Schedule**

Mrs. Surridge presented an updated schedule to the Board for review and pointed out several changes that are being recommended.

**Resolution** to adopt the following fee schedule for the fiscal year 2009-10. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 4-0:

**\*\*\*Not for profit organizations will receive a \$30.00 credit applied to any building permit fee**

<u>Type of Permit:</u>	<u>Per Sq. Ft.</u>	<u>Minimum</u>
<b><u>Residential:</u></b>		
<b>I. New Home Construction</b>	<b>(Price includes Certificate of Occupancy) For first dwelling unit. All others at \$40.00</b>	
Dwelling Area	\$.12 rounded to nearest whole \$	No minimum - n/a
Unfinished Area	\$.12	No minimum - n/a
Non-Dwelling Area	\$.12	No minimum - n/a
<b>II. Non-Residential</b>	<b>(Price includes Certificate of Occupancy)</b>	
<i>New Building:</i>		
First 5000 sq. ft.	\$.12	\$150.00
All over 5000 sq. ft.	\$.10	
<i>Additions:</i>		
First 5000 sq. ft.	\$.12	\$75.00
All over 5000 sq. ft.	\$.10	
<i>Remodel:</i>		
First 5000 sq. ft.	\$.12	\$75.00
All over 5000 sq. ft.	\$.10	
<b>III. <u>Other Types of Construction</u></b>	<b>(Price includes Certificate of Compliance)</b>	
<b>Applicable to all districts</b>		
		<b><u>Permit Fee</u></b>
Additions		\$ 75.00
Conversion to habitable space		\$ 75.00
Remodeling		\$ 75.00
Certificate of Occupancy		\$ 40.00
Open or enclosed porch/sun room		\$ 75.00
Open or covered deck		\$ 75.00
Demolition		\$ 30.00
Minor structural improvements		\$ 30.00
Major structural improvements		\$ 50.00
Garage		\$ 75.00
Addition to garage		\$ 75.00
Storage shed		\$ 30.00
Swimming pool (above ground)		\$ 30.00
Swimming pool (in ground)		\$ 100.00
Fences		\$ 30.00
Commercial Satellite Antennas		\$1,500.00
Commercial co-mingled satellite antennas		\$1,000.00
Fireplace, wood stove		\$ 40.00
Floodplain development permit		\$ 75.00

**Penalty fee:**

If a building permit is not obtained as required by the Village Zoning Ordinance for any structure, addition or change of use, the Code Enforcement Officer shall double the permit fee. This fee is applicable to the current owner of the property, regardless if the improvement was undertaken by the previous owner or not.

**IV. Miscellaneous:**

Signs	\$50.00 for the first sign \$20.00 for each additional on same application
Handicap Ramp	No charge
Standby generator	\$ 40.00
Vendor's License -Merchandise	\$ 50.00/day
Vendor's License (Seasonal –6 months)	\$125.00
Vendor's License - ice cream sales	\$ 50.00/per truck
Copies made for the public	\$ .25/per page
Code Book	\$ 50.00
Zoning Law	\$ 25.00
Subdivision Specs	\$ 40.00
Tax Search	\$ 25.00
Additional copies requested of C.O's	\$ 25.00
Variance	\$ 75.00
Conditional Use	\$ 75.00
Handicap parking sign	\$ 20.00
History books-Hilton USA	\$ 10.00
History books-First Families	\$ 20.00
Checks returned for Insufficient funds	\$ 25.00
Recreation Fee	\$450.00/per unit
Radar Trailer	\$100.00/per week

**V. Subdivision Review:**

Site Plan, Planning Board	\$75.00
Village Engineering Fees	At Cost
Special Meeting Request for Planning or Zoning Bd	At Cost

**VI. Inspection Fees:**

Building Inspector	\$40.00/hr
Reinspections	\$40.00/hr
Fire Marshall	\$40.00/hr

**VII. Public Works Charges**

	<u>RATE</u>
Supervision	\$40.00/hr
Labor	\$30.00/hr
Equipment per NYSDOT & MCDOT rate schedule	
Sewer machine	\$30.00/hr
Sidewalks, owners request	at cost

Sidewalks, Village maintenance  
Towing fee

no fee  
At cost plus \$50.00

**VIII. Refuse Charges:                      Dumpster Leases:                      Monthly Fee**

2 yard	\$ 4.00
4 yard	\$ 8.00
5 yard	\$10.00
6 yard	\$12.00
8 yard	\$16.00
9 yard	\$18.00
10 yard	\$20.00

**Dumpster Rentals: (Based on \$46.00/ton tipping fee plus \$20.00 labor)**

6 yard	\$70.00 up to 2,000 lbs
9 yard	\$85.00 up to 2,500 lbs
10 yard	\$95.00 up to 3,000 lbs

Any weight over the maximum allowed will be billed at \$.04/per pound.

**Containers:**

95 Gallon Carts: For all multi-residential and residential uses: \$55.00/each  
(Amended 2/5/08)

Additional carts over one per multi-residential property as determined by the  
Superintendent  
of Public Works \$12.00/month/per cart

Blue or yellow recycling boxes: \$10.00

**Other Refuse Charges:**

**A. Residential Users:**

Three standard containers/per week - weight not to exceed 25 pounds each - no charge  
Each standard container over three per week - red standard sticker must be attached.

**Cost of Stickers:**

Standard	\$ 1.00/each
Bulk items	\$ 5.00/each
Refrigerants	\$15.00/each
Standard item (non-compliance)	\$ 5.00/each
Bulk item " "	\$10.00/each

Roofing material will be billed at \$.04/per pound, which is approximately \$15.00/square

**B. Multi-Residential Users**

1. If standard containers are used:

Three standard containers per week/per premise - - no charge (weight not to exceed 25 pounds each) Each standard container over three per week - red standard sticker must be attached.

**OR**

2. If dumpster(s) are used:

0 - 75 pounds/ per premise \_\_\_\_\_ no charge  
76 pounds - 9,999,999 pounds/ **per premise** \_\_\_\_\$.04/per pound

**C. Commercial Users:**

1) For commercial properties with less than 20 units:

a) If standard containers are used:

Three standard containers per week/per premise - - no charge (weight not to exceed 25 pounds each) Each standard container over three per week - red standard sticker must be attached.

**OR**

b) If dumpster(s) are used:

0 - 75 pounds/ per premise \_\_\_\_\_ no charge  
76 pounds - 9,999,999 pounds/ **per premise** \$.04/per pound

2. For commercial properties with 20 or more units:

X One dumpster is required for every 20/units.

X Each dumpster shall receive 75 pounds at no charge. Any weight over 75 pounds per dumpster will be charged at \$.04/per pound

Dumpster cleaning \$50.00 per cleaning  
Recycling Containers (96/gallon) \$1.50/month

**IX. Sewer Fees:**

**CHARGES**

New Homes, connection fee	\$100.00
Out of district residential customers	\$96.50/annually
Residential, single family homes	\$63.00/annually
Multi-Residential properties with two or more units:	\$16.50/per 15,000 gal of water minimum of \$126.00/per year
Churches	\$16.50/per 15,000 gal of water minimum of \$63.00/per year
Commercial	\$16.50/per 15,000 gal. of water with a minimum of \$63.00/per year
Townhouses and apartment complexes <b><u>that have one meter for multiple units</u></b>	\$16.50/per 15,000 gal

(Cedar Hill, Village II, Unity Health)

Townhouses and apartment complexes  
that have **one meter per unit**  
**(only effects Parkwood properties**

\$63.00/annually/per unit

**X. Water Fees:**

New installation	time & materials +10%
Water account charge	\$15.00
Final readings	\$ 5.00
Water meters 5/8" x 3/4"	\$75.00
Water meters 1" and larger	at cost +15%
Frozen meters 5/8" x 3/4"	\$60.00
Frozen meter 1" and larger`	at cost +10%
Disconnect/Reconnect fees	\$30.00
Consumption Fees:	\$2.70/per thousand plus \$.13 per day, Village \$3.04/per thousand plus \$.14/per day outside customers
Fire protection rates: Up to 6" connection	\$30.44/qtr
Per hydrant:	\$200.00/ annual

**XI. Parks: (Rent of Jennejahn Lodge):**

\$150.00 per occasion  
\$ 50.00 village employee per occasion

Discounted rate for any reservation booked Monday through Thursday:

\$125.00 per occasion  
\$ 25.00 village employee

**XII. Operating Permits:**

Carnivals, festivals, or non profit organizations		no charge
Place of Public Assembly		\$50.00/annually
Exhibit and Trade Shows		\$50.00/per event
Place of Worship		\$25.00/annually
Repair/Gasoline Service		\$50.00/annually
Manufacturing/Industrial		\$50.00/annually
Pyrotechnics (Outside only)		\$100.00/per show
Temporary Structures/Tents		\$50.00/per event
Multi Family:		
Apartment Complex	\$100.00	Annual or as local conditions require
Apartment Buildings	\$ 50.00	Annual or as local conditions require

(3 units or more, not part of a complex)

2- Family Units	\$25.00	Annual or as a local conditions require
Health Care Facility	\$100.00	Annual or as local conditions require

## Vouchers

**Resolution** to approve the abstract of vouchers with the following additions: Mary Lissow, additional \$100.00. Totals as follows:

General fund	\$ 29,206.08
Water fund	\$ 29,494.31
Sewer fund	\$ 213.28
Capital	\$ 49,461.25
T/A fund	\$ 9,191.97
Prepaid	<u>\$ 177,933.48</u>
Total	\$295,500.37

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

## Newsletter

Mayor Gursslin discussed the amount of money the Village pays to have a newsletter written. It was originally \$400 per issue and has been raised twice in the past two years because of the outstanding job that is being done. He questioned if this higher amount is now the standard, or if we would still hire a new editor for a different amount? The Board decided that a salary bracket should be established.

**Resolution** that the salary bracket for the position of newsletter editor is as follows: Starting at \$400.00 up to \$800.00 per issue. Motion made by Trustee Gates, seconded by Trustee Horylev. Approved unanimously 4-0.

## Minutes

**Resolution** to approve the meeting minutes of March 10, 2009 as submitted. Trustee Lee made the motion, seconded by Trustee Gates. Carried unanimously 4-0.

**Resolution** to approve the meeting minutes of March 30, 2009 as submitted. Trustee Horylev made the motion, seconded by Trustee Gates. Carried unanimously 4-0.

**Resolution** to approve the meeting minutes of April 7, 2009 as submitted. Trustee Lee made the motion, seconded by Trustee Horylev. Carried unanimously 4-0.

## Historian's Salary

A general discussion took place regarding the Assistant Historian, John Corcoran stepping in for the current Historian, Dave Crumb, who has been in Croatia for the past two months. Discussion followed on giving Mr. Corcoran a one time pay bonus for his additional efforts.

**Resolution** to approve Assistant Historian John Corcoran to receive a one time bonus of \$500.00 for his additional time and efforts. Mayor Gursslin made the motion, seconded by Trustee Lee. Approved unanimously 4-0.

### **Sunny Slope/Mocking Bird Survey**

Mayor Gursslin reported to the board that he has received 60% of the surveys back from the Sunny Slope area regarding what should be done to the open space area owned by the Village. He remarked the survey results indicated the majority are not in favor of a Village Park.

A letter will be addressed to the residents informing them of the findings.

Other than the proposed clean up for the open space, no further action will be taken at this point.

### **Fire Department 135 South Ave**

**Resolution** to authorize the Clerk-Treasurer to expend the sum of \$552,000 plus closing costs for the purchase of the property at 135 South Avenue, which is being partially funded by FEMA, payable to Lacy, Katzen attorneys, and to authorize the Mayor to sign the closing documents. Motion was made by Trustee Gates, seconded by Trustee Lee. Carried unanimously 4-0

The meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Shari Pearce, Deputy-Clerk