

**Village Board of Trustees
Meeting Minutes of September 4, 2012**

Present: Mayor Lee, Trustees Gates, Speer, Bimmler Fowler
Village Manager, Janet Surridge
Superintendent of Public Works, Mike McHenry
Village Clerk, Shari Pearce
Code Enforcement Officer, Mike Lissow

Guests: Tom Scheg

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

Public Forum

Mayor Lee opened the meeting for public comments at 5:00 p.m.

Mr. Tom Scheg, 24 Stothard Dr, thanked the board for their support they gave for the Exempt Club sign.

Code Enforcement

- Stormwater Coalition: Mike Lissow stated he and Mike McHenry have been meeting with officials from the Town of Parma regarding a new section that is being proposed in Country Village Estates Subdivision. The proposed new section could have a drainage impact with the Village's Tallwood ditch and areas behind Fraser Drive.
- Eagle Scout Project: Mike Lissow noted he and Mike McHenry will be working with Mike Johnson, a Boy Scout, from Troop 125 on his upcoming Eagle Scout project. The proposed project will be labeling the catch basins for storm water awareness in the Rolling Meadows, Tallwood and Peach Blossom subdivisions.

Resolution to authorize Mike Lissow to attend the annual New York State Fire Marshal and Inspector's seminar held at the NYS Fire Academy in Montour Falls beginning Tuesday, October 23rd – Friday, October 26th at a cost to not exceed \$500.00. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 5-0.

Superintendent's Report

- Community Center Handicap Ramp replacement: Mike McHenry requested permission to purchase a power handicap door that exits out onto the newly replaced ramp. The cost of the door will not exceed \$9,500.00, which will come out of the \$25,000 budgeted for the project. The total amount spent on the project thus far is less than \$12,500.00.

Resolution to authorize the Superintendent to obtain quotes and purchase a power handicap door for the south entrance by the ramp of the Community Center for a cost not to exceed \$9,500.00. Trustee Speer made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

- Sanitary Sewer Project: The project is scheduled to begin on September 5th and will be completed by September 14th.
- Peach Blossom South Sidewalk and Gutter repairs: Mike McHenry reported the DPW has replaced 388' of sidewalks and 557' of gutters for a total of 1218' of sidewalks and 1287' of gutters. This is part of the two year project to replace all sidewalks and gutters in this area.
- Sale of F-550 Truck: Mike McHenry is seeking approval to adjust the sale price for the truck by \$1.00 for the Town of Parma to be within their procurement policy for purchases without having to obtain quotes.

Resolution to adjust the sale price for the F-550 Truck to sell to the Town of Parma for a price of \$9,999.00. Motion made by Trustee Speer, seconded by Trustee Gates. Carried unanimously 5-0.

- Electrical Training: Mike McHenry requested permission to send two employees to an electrical class being offered by WEMCO. There are a total of 16 classes in an eight week session. Mike McHenry remarked having two additional employees trained in the electrical field would be very useful for his department. The cost for two employees is \$900.00.

Resolution to authorize the Superintendent to send two employees to an eight week electrical class for a cost to not exceed \$900.00. Trustee Gates made the motion, seconded by Trustee Bimmler. Carried unanimously 5-0.

Clerk's Report

- Springbrook Upgrade: Shari Pearce is recommending an additional Progress license be purchased for the retention of the Village's Version 6 building department database. This will allow the building department staff to continue to retrieve data for informational purposes.

Resolution to accept the bid proposal from Springbrook Software to purchase an additional Progress license for the retention of the Village's version 6 database for historical lookup at a cost of \$937.00. Motion made by Trustee Bimmler, seconded by Trustee Fowler. Carried unanimously 5-0.

- Civil Service: Shari Pearce has sent the annual payroll to be certified to the Monroe County Civil Service Department; there are several modifications that need to be made. She will be working to have this complete by the end of the month.

Manager's Report

- Salt shed drainage plan: Janet Surridge stated there is a meeting scheduled with Labella Associates on September 13th to review the drainage plans for the entire site. The bid opening is still targeted for October 25th.
- Shared Services Grant: Janet Surridge remarked she has made attempts with the Office of the Secretary of State and Senator Robach to inquire if an announcement will be made shortly on who will be awarded grant monies. Neither of them could furnish any information. Her concern is she doesn't want to award a construction grant for the salt shed if there is a possibility that the team will be awarded the grant; she noted this has to be coordinated extremely carefully.
- Use of Community Center fields: Discussion took place on the utilization of the Community Center fields for the soccer season next year. One of the concerns that arose this year is parking congestion. At times, there can be as many as three soccer games scheduled at once, which makes parking extremely difficult. The board remarked they want to continue to have the fields used by the community; however, they asked Janet Surridge to work with the Recreation Department to come up with a schedule that works with both the Community Center activities and the field games.
- OSHA site visit: Janet Surridge remarked two representatives from the NYS Department of Labor arrived unexpectedly to inspect the Community Center. They walked through the building with Mike McHenry and identified a few things that had to be fixed, which have all been corrected. Janet Surridge noted she is working on updating some policies, which OSHA noted on their visit; she will have them in the near future for the board's input and approval.

Minutes

Resolution to approve the meeting minutes of August 7, 2012 as submitted. Motion made by Trustee Bimmler, seconded by Trustee Speer. Carried unanimously 5-0.

Vouchers

Resolution to approve the abstract of vouchers with the following additions: Mike Lissow, \$165.00, Dave Crumb, \$138.59, Charles Nichols, \$50.00. Totals as follows:

General fund	\$	47,968.72
Water fund	\$	35,212.92
Sewer fund	\$	210.88
Gas&Electric	\$	522.52
Prepaid	\$	111,839.70

T&A	\$	14,330.71
Total	\$	210,085.45

Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 5-0.

Rezoning request of 124 Railroad Avenue.

Last month, Raquel Torres, approached the board requesting to have her property at 124 Railroad Avenue rezoned from Residential to Limited Commercial. After careful consideration, the Board determined they are not in favor of the request due to spot zoning, which is defined as when only one parcel is zoned differently than the adjacent parcels on a street.

Resolution to deny the request to rezone the property at 124 Railroad Avenue for the reason stated above. Motion made by Trustee Speer, seconded by Trustee Bimmler. Carried unanimously 4-0-1 (Mayor Lee abstained)

Community Festival

The concept of a community festival to be located on the Fire Department grounds at 135 South Avenue was discussed. A dialog followed on whether or not this idea will be pursued; no decision was made.

There being no further business, the meeting was adjourned at 6:20 p.m.

Respectfully Submitted,

Shari Pearce, Village Clerk