

**Village Board**  
**Tuesday, November 5, 2013**  
**5:00 p.m.**

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

Guests: Shannon Zabelny, Larry Gursslin

**Code Enforcement's Report**

- 96 Railroad Avenue: A fire heavily damaged this property on October 29, 2013. The home will likely be uninhabitable for the next year. Refuse piles have been left outside, Mike Lissow notified the homeowner that they must be covered and an asbestos abatement qualified worker may only remove them.
- Bus Garage Update: Labella Associates meeting was held last week. A capital project for the bus garage is moving forward. The fuel island bid opening is in December, Hilton Central School District plans to begin construction immediately following, weather permitting. Mike Lissow explained the above ground tanks will be built at least 30' from the road, ballards will be put in place for traffic safety. There was a discussion regarding the fence for the parking lot and a board on board fence disguising the fuel island.
- Eagle Scout: There will be an Eagle Scout candidate marking the remaining catch basins in the Village for his final project. We expect this will complete the markings throughout the Village.
- Radio Communications: The Village owned radios have been reprogrammed and are working without any issues. This assignment is now completed. Mike McHenry commended Mike Lissow on his hard work on this project.

## **Superintendent's Report**

- Shared salt facility: Mike McHenry shared the breakdown of expenses for the project, which is still under budget. To date the building expenses is \$572,050.17. A supply of salt was delivered to the building today.
- Sale of vehicles: Mike McHenry reported that \$13,950.00 has been received for the sale of two pick-up trucks: One 2003 F350 4 x 4 with a snowplow at \$8,000 and one 2004 F350 4 x 2 at \$7,500.00, less 10% commission at the Roy Teitsworth Municipal auction on October 5, 2013.

**Resolution** to place \$13,950.00 from the sale of two pick-up trucks into the equipment reserve account. Trustee Gates made the motion seconded by Trustee Speer, approved 5-0.

- Wind damage: A windstorm occurred on 11/1/13, which the village lost 4 trees and dealt with several privately owned trees that affected public safety. Mike McHenry praised his department regarding their hard work and quick response to clean up the Village.
- Street light maintenance: Mike McHenry noted that the street light maintenance contract will expire at the end of this year and would like approval for the bid notice.

**Resolution** to authorize the Superintendent to solicit bids for a two-year contract for street lighting maintenance. Trustee Fowler made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

- Summer Festival: Mike McHenry reported the festival proposed for August 16, 2014 is in the planning stages. There was a discussion regarding road closures. The board supports moving forward for this event.
- Street signs: We have begun ordering street signs through Monroe County. Signs need to be replaced, as they must be ADA compliant. This is being done one section at a time. The Village will save \$1000 per year.
- Mobile Food Pantry: Foodlink is sponsoring a food drive for the community. The event will be held on November 23rd at the Village DPW from 11 a.m. – 1 p.m.
- Parma Town Hall refuse: The Town of Parma has inquired to utilize the Village DPW for a monthly refuse collection. Mike McHenry quoted them \$280 per month. The Town Board will notify the Village if they are interested in using our services.
- Ingham Room use: There was a scheduling conflict for use of the Jennejahn Lodge on June 28, 2014. The Board agreed to allow use of the Ingham Room to accommodate the family displaced to bring alcohol in this instance only.

**Resolution** to allow alcohol at the Community Center, Ingham room on June 28, 2014, one time only. Trustee Speer made the motion, seconded by Trustee Bimmeler. Carried unanimously 5-0.

## Treasurer's Report

- Veterans Wall: Maryalice Edwards reported that \$797.32 was donated in September, an amendment to the budget is necessary.

**Resolution** to amend the 2013-2014 budget to recognize the donations for the Veteran's Wall as follows:

Increase Revenue	A2705	\$797.32
Increase Expense	A1210.4	\$797.32

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

- 2013-2014 Village Taxes: October 31, 2013 was the last day for Village residents to pay their tax bill in the Village Office, \$12,523.36 remains unpaid.

**Resolution** to re levy taxes in the amount of \$12,523.36 to the Monroe County Treasury for reimbursement. Trustee Speer made the motion, seconded by Trustee Bimmeler. Carried unanimously 5-0.

- First Niagara Bank: Maryalice Edwards explained that the bank has requested that our interest bearing accounts be changed to non-interest or we will incur services fees that could exceed \$900.00 per month. We receive less than 1% interest on these accounts currently. Mrs. Edwards recommends we accept the bank's recommendation as no funds were appropriated for this expense, furthermore, she will monitor the interest rates in the event of a future increase.

**Resolution** to authorize the Treasurer to change the classification on our bank accounts to non-interest bearing checking accounts. Trustee Speer made the motion, seconded by Trustee Bimmeler. Carried unanimously, 5-0.

- DPW Addition Bond: Maryalice Edwards reported after further review, the general fund revenue is higher than anticipated. She recommends revising the approved resolution of September 10th, as follows:

**Resolution** to void the Resolution made September 10, 2013 to loan \$70,000 from the electric utility fund to pay off the DPW addition bond, interest free.

**Resolution** to loan \$40,000 from electric fund and \$30,000 from the general fund to pay off the DPW addition bond. Trustee Fowler made the motion, seconded by Trustee Speer, 5-0.

## **Public Forum**

Shannon Zabelny, 36 Leith Lane, commended the DPW for their quick response to the tree that blew over in Unionville Station during the recent windstorm.

Larry Gursslin, 154 West Avenue, questioned if the light pole at 15 Lake Avenue, has been addressed as discussed at the July 2013 meeting. Mayor Lee asked if Mr. Gursslin has talked to Barry Klock. Mr. Gursslin stated has not spoken to him as he feels the Code Enforcement Officer should handle it first. Mr. Gursslin stated that when the Planning Board approved the Site Plan, a condition pertaining to the approval that enough lighting must be provided; this is a violation of that approval. Mike Lissow responded that 7-11 has upgraded their lighting on the building with LED lights. Mr. Lissow continued that that he does not see a lighting problem at night and additional lighting may create a problem to the neighboring property.

10 Canning Street: Larry Gursslin stated the building looks like a chicken coop. He asked the status of the changes to the architectural review in the Village code. Mike Lissow noted that he will be sending the proposal to our attorney for his comments and a public hearing will be conducted thereafter. Mr. Gursslin requested that a copy of the proposed law be emailed to him.

Salt Facility: Larry Gursslin commented that the financial information provided by Mike McHenry earlier in the meeting was informative. Mr. Gursslin stated that 2 individuals seeking Town Board positions could not answer questions he posed regarding the salt facility during their campaign.

## **Manager-Clerk's Report**

- ISO: Shari Pearce updated the board regarding a conversation she had with a representative from the ISO. She would like to further discuss strategies regarding the electric program. A meeting will be held later this week with ISO representatives.
- Electric Rate: The team has met and is recommending the fixed rate for 2014 should be .065 per kilowatt.

**Resolution** to set the cost per kilowatt for the year 2014 at .065. Trustee Fowler made the motion, seconded by Trustee Bimmler. Carried unanimously 5-0.

- Health Insurance: Shari Pearce reported that she and Mike McHenry have reviewed several Excellus Health Insurance policies and are proposing the SimplyBlue Plus Silver 4. This policy offers the closest coverage to our existing plan. Shari provided the board with an analysis of the past 4 years premiums. Trustee Speer calculated the premium costs have increased \$83,000 from 2011-2014, which deeply concerns him. The board discussed the considerable rise in costs, it was noted that healthcare expenses have been an ongoing concern. The board supports the insurance recommendation, as it appears to be a quality policy for the employees. Mrs. Pearce will present this information to the employees in the next few days.

- Parking Tickets: Trustee Speer explained that he has received notification from the Town Justice that parking tickets issued by Monroe Sheriff's Department can be processed by the Town of Parma, with the revenue given to the Village of Hilton. General discussion followed.
- Phone System: The Village Office has been experiencing phone problems with the existing system which was installed in 2003. The maintenance with Matrix Communications obligates them to make repairs. However, the system is near the end of its life expectancy and the parts are nearly impossible to order. Matrix Communications noted the Recreation Department utilizes 30% of our system. The board agrees to upgrade our phone system out of the contingency fund and to offer the Town of Parma to continue to share the system at a charge of 30%. If the Town chooses not to participate, the phone system will not be available for their use. A letter to the Town Board will be sent this week.

**Resolution** to authorize the office to spend up to \$9885.00 out of the contingency fund to upgrade the phone system, Trustee Gates made the motion, seconded by Trustee Fowler. Carried unanimously, 5-0.

### **Vouchers**

**Resolution** to approve the abstract of vouchers with the following additions: \$29.94 Mountain Glacier, \$535.04 Village of Brockport, \$50.00 Tops, \$58.93 Antoniou Yiannakis. Motion made by Trustee Speer, seconded by Trustee Bimmller. Carried unanimously 5-0.

General Fund	\$ 64,406.05
Water Fund	\$ 30,969.70
Sewer Fund	\$ 1075.16
Gas & Electric	\$ 379.68
Prepaid	\$ 117,514.89
Trust & Agency	<u>\$ 16,115.87</u>
	\$ 230,461.35

### **Minutes**

**Resolution** to approve the meeting minutes of October 1, 2013 as written. Motion made by Trustee Fowler, seconded by Trustee Bimmller. Carried unanimously 5-0.

### **Executive Session**

Trustee Gates made a motion to enter into Executive Session to discuss a personnel matter, seconded by Trustee Bimmller. Carried unanimously 5-0.

Trustee Bimmller made a motion to exit out of Executive Session, seconded by Trustee Fowler. Carried unanimously 5-0.

There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Amy Harter, Deputy Clerk