

**Village Board  
Meeting Minutes of  
March 7, 2017**

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

Absent Trustee Speer

Guests: Tom Venniro, Kathleen Laskey

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 introduced Kathleen Laskey; she is working as an intern. Tom updated the board on the upcoming events.

Taste of Parma: On June 3<sup>rd</sup> this is a free event to be held outdoors at the Community Center. This may be heavily attended (400-600 people), the purpose is to showcase local businesses. There will be an enclosed area for beer and wine tastings. Alcohol will not be served or allowed outside of this area. The building may be used if the weather is a problem. There will be two live bands, one in the open area of the festival and the other will be in the enclosed tasting area. Lifequest Church will also be holding their annual Hullabaloo in conjunction with this event.

**Resolution** to authorize Hilton Parma Recreation and Lifequest Church the use of the Community Center building and grounds on June 3, 2017, and to lift the ban on alcohol during this event only. The motion was made Trustee Gates, seconded by Trustee Zabelny. Carried unanimously 4-0.

## Code Enforcement

Seminar: Mike Lissow would like to attend the Monroe County Fire Marshal and Inspector's seminar 3/16-3/18. The cost has not been set; it is not expected to exceed \$200.00.

**Resolution** to authorize Mike Lissow to attend the Monroe County Fire Marshal and Inspector's seminar 3/16-3/18 at a cost not to exceed \$200.00. A motion was made by Trustee Zabelny, seconded by Trustee Burritt. Carried unanimously, 4-0.

NYPF: Mike reported the following Zoning Board members will be attending the March 26-28 Conference held in Saratoga Springs: Richard Bjornholm, Richard LaForce, Pat Holenbeck and Murray Weaver.

**Resolution** to authorize ZBA members Bjornholm, LaForce, Holenbeck and Weaver to attend NYPF Conference 3/26-3/28. All travel policy documents have been received. Motion made by Trustee Burritt, seconded by Trustee Zabelny. Carried unanimously, 4-0.

Turtle Creek Lane: Mike Lissow has issued building permits for houses on the final two approved building lots. There are two vacant pieces of land that would require approval in order to become building lots.

2016 Building permits: Mike Lissow reported 97 permits were issued 2016, which equaled \$1.8 million in projects. \$8400 was collected in permit fees. Permit applications have been coming in for outdoor projects, such as decks and sheds.

County Soil and Water: Mike Lissow received a proposal from Monroe County for erosion protection along Salmon Creek Park. The location is along the north bank from the former railroad trestle, east to the canoe launch. The area is approximately 450'. The DPW would provide the labor and equipment. The Village would be reimbursed the total cost of approximately \$12,000.

**Resolution** to support a proposal from County Soil and Water to accept the proposal of \$12,000, motion made by Trustee Burritt, seconded by Trustee Zabelny. Carried 4-0.

**Treasurers Report**

**Resolution:** To re-appropriate \$38,160 from 2015-16 budget and amend the 2016-17 budget for Carter Drive culvert.

A960 Appropriations	\$38,160	A8140.40
A599 Appropriated Fund Balance	\$38,160	

**Resolution:** To amend the 2016-17 budget to record the Community Development Grant for the awning and doors.

Increase revenue	\$20,850	A2170
Increase expense	\$20,850	A1620.20

**Resolution:** To amend the 2016-17 budget to record the donations for the Veteran’s Wall.

Increase revenue	\$220.00	A2705
Increase expense	\$220.00	A1210.40

**Resolution:** To amend the 2016-17 budget as follows:

A3620.20	\$5,500	
A3620.40		(\$5,500)
Re-class GL code – General Code Codification		
A1440.40	\$29,490	
A8140.40		(\$29,490)
Re-class GL code – Engineering expense for Carter Drive culvert		
A1460.40	\$970	
A1440.40		(\$970)
Re-class GL code – Grant writing – Lodge		
A1640.4D	\$534.96	
A5110.40		(\$534.96)
Re-class GL code – welding screen		

**Resolution** to authorize the amendments to the budget as presented. Motion made by Trustee Gates, seconded by Trustee Zabelny. Carried 4-0.

**Superintendent Report**

Carter Drive Culvert Replacement: Mike McHenry reported the DEC has approved the proposal. The Army Corps of Engineers will review the information later in March.

Clock Repair: The clock located in Hovey Square needs maintenance due to its age. The DPW employees have maintained it but it needs additional work.

**Resolution** to authorize the Superintendent obtain an estimate done for the necessary repairs for the clock at a cost of \$520, this fee will applied to the repairs and or refurbishment. Motion made by Trustee Gates, seconded by Trustee Zabelny. These funds to be taken from the contingency fund. Carried 4-0.

Jury Duty: Mike McHenry has been called for Federal Jury Duty. The responsibility requires him to report for up to 90 days.

Tree Trimming: Mike reported that nearly all trees in the Village have been trimmed. This job was done during the unseasonably warm weather. Trees in the Overlook Drive area have not been trimmed yet.

Vehicle Replacement: Mike McHenry is recommending the purchase of a 2017 Ford 4 x 4 pick-up truck with a 9' plow. The cost is \$34,065.54 from the Onondaga Bid. This would replace the 2005 Ford 350 4 x 4 pick-up truck. He recommends that be sold at auction.

**Resolution** to authorize the Superintendent to purchase a 2017 Ford 4x4 with a 9' plow from Van Bortel Ford at a cost of \$34,065.54. Motion made by Trustee Burrirt, seconded by Trustee Zabelny. Carried 4-0.

**Resolution** to authorize the Superintendent to sell the 2005 Ford 350 4x4 pick-up truck at auction. Motion made by Trustee Burrirt, seconded by Trustee Zabelny. Carried 4-0.

Concrete: Mike McHenry is seeking authorization to solicit bids for concrete for 2017.

**Resolution** to authorize the Superintendent to solicit bids for the purchase of concrete for 2017. Motion made by Trustee Burrirt, seconded by Trustee Zabelny. Carried 4-0.

### **Public Forum**

Mayor Lee declared the Public Hearing open at 6:00 p.m.

George and Mary Marek, 650 Lake Avenue, asked the board if they would consider a zoning change and subdividing 3 acres of land. He is considering a 2 story building with 20-32 rental units. This is zoned Commercial and would require a change to to become Multi-Residential. The board will consider the idea and determine if this change would be desirable in this neighborhood.

Code Update: Mr. and Mrs. Bigelow, 189 Raintree Lane, were present to question the board on the progress of code update. Mike Lissow explained the process is moving forward but changes will not affect their situation. Their neighbors have seven dogs that are aggressive. This has been unpleasant, ongoing problem. Once the new law is in effect, residents will be required to seek approval to house more than three dogs.

## Managers' Report

6 Upton Street: Shari Pearce reported there has been some progress being made.

Citizen of the Year: The board has received two nominations for his award. After much discussion the award will be presented to Mr. George Heinrich.

**Resolution** to award Mr. Heinrich as the 2017 Citizen of the Year. Motion made by Trustee Zabelny seconded by Trustee Burritt. Carried 4-0.

Quit Claim Deed: Shari Pearce reported there is paperwork to be completed to transfer property from the LDC to the Village. This should complete the process for this transfer.

**Resolution** to authorize the Mayor to sign the Quit Claim Deed and the Assignment of Lease for the ATM lease located at 63 Railroad Avenue. Motion made by Trustee Zabelny, seconded by Trustee Burritt. Carried 4-0.

Community Center: Two people have been hired part time as maintenance/cleaning staff. Duane Wolfer will be working mornings. Maureen McGrath will work afternoons, evenings and some weekends.

Special Police: Trustee Burritt updated the board that four candidates are currently in the academy. He suggested the Village Board members shall attend graduation ceremony, the date will be announced.

Court Case: There has been a person found guilty of open container case, which is punishable by \$250 fine or 15 days in jail or both. The Board recommends the attorney seeks the full extent of the law.

Fee Schedule meeting: Shari Pearce noted the budget meeting dates are scheduled March 16<sup>th</sup> at 5 pm. March 21<sup>st</sup> at 6 pm and March 23<sup>rd</sup> at 6 pm.

**Vouchers**

**Resolution** to approve the vouchers with the following additions: Cintas \$128.38, HCSD (postage) \$1219.23, HCSD (fuel) \$2365.58, First Bankcard \$71.13, NY Legal Publishing \$250.00, Craig Burritt \$20.09. Motion made by Trustee Zabelny, seconded by Trustee Gates. Carried 4-0.

Prepaid	\$ 10,815.84
T&A	\$ 24,757.98
General	\$ 30,968.30
Water	\$ 33,727.67
Sewer	<u>\$ 107.48</u>
Total	\$100,377.27

**Minutes**

Trustee Burritt made the motion to approve the minutes of February 7, 2017 as written, seconded by Trustee Zabelny. Carried 4-0.

**Reports**

Mayor Lee updated the board on recent meetings. He will be appearing the Village Radio station on Thursday morning.

**Adjournment**

There being no further business, Trustee Gates motioned to adjourn the meeting at 7:05 p.m. seconded by Trustee Zabelny. Carried unanimously, 4-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk