

**Village Board
Meeting Minutes
October 1, 2019**

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

Guests: Linda Viney, Tom Venniuro, Robert Holden

Mayor Lee called the meeting to order at 5:00 p.m. with the pledge of allegiance followed by a moment of silence.

Recreation Report

Tom Venniuro gave an update on recent staff events. Fall activities are in full swing.

Code Enforcement Report

Resolution to authorize ZBA member Shelly Kordish to attend the 2019 Monroe County Land Use Decision Making program at a cost not to exceed \$40.00, motion made by Trustee Zabelny, seconded by Trustee Gates. Carried unanimously, 5-0.

160 Sherwood Drive: Mike Lissow explained he attended court for a property maintenance violation. Mike spoke with the owner and visited his property; some improvements have been made. Mike may withdraw the case from court if the work continues.

52 Underwood Avenue – Mike Lissow discussed the lack of communication with the homeowner's lawyer. Village Attorney, Larry Schwind, feels we are moving in the appropriate direction. Mike will be creating a letter to the owner referencing Uniform Building Code Chapter 95 that explains the serious violations. Mike further explained the homeowner cannot be physically removed from the home, if she fails to vacate Mike will have to force a court appearance. Notice must be served, either certified mail or in person.

Treasurer's Report

Resolution: To re-appropriate from 2018-19 budget to 2019-2020 budget the expenses for the DPW Generator and Office Software upgrade. Motion to approve made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously, 5-0.

A599 Appropriated Fund Balance	\$110,088	
A960 Appropriations		\$ 7,564 (A11440.40)
A960 Appropriations		\$45,500 (A21640.20)
A960 Appropriations		\$57,024 (A11325.20)

Resolution: To amend 2019-2020 budget as follows: Motion to approve made by Trustee Zabelny, seconded by Trustee Speer. Carried unanimously, 5-0.

Increase expense G28120.20	\$19,165.80	
Decrease expense G11990.40		\$19,165.80

Abstract: Shari Pearce explained for additional checks and balances, she will have each board member sign the abstract of the vouchers at the time of approval.

Public Works Report

Car Show: The committee is seeking authorization to use the Village Streets for their annual "Wheels on Main Street" event, August 15, 2020. This year the committee donated \$2400 to four local charities.

Resolution to authorize the "Wheels on Main Street" to utilize Village Streets on Saturday August 15, 2020 for their annual car show. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

New equipment: A leaf machine was delivered earlier in September, the surplus is online through Auction International, the auction ends 10/8/2019 and is at a current bid of over \$5000.

Generator: Mike McHenry reported work has begun for installation of the generator at the DPW garage. The unit is expected to be delivered on 10/25/2019.

Jennejahn Lodge: The lodge renovation project is being re-bid, the 2018 bid was too costly and the board agreed to delay the project until 2020. Mike McHenry recommends hiring MRB Group to create the bids and specifications at a cost not to exceed \$4800.00.

Resolution to hire MRB Group to create the bids and specifications at a cost not to exceed \$4800.00. Motion to approve made by Trustee Fowler, seconded by Trustee Zabelny. Carried unanimously 5-0.

Bid opening: The bid opening date is 12/5/19, Mike McHenry suggested a special board meeting to review the bids.

Resolution to authorize the DPW Superintendent to advertise a special board meeting for the purpose of reviewing the bids on the Jennejahn Lodge renovations project. Motion made by Trustee Fowler seconded by Trustee Speer. Carried unanimously, 5-0.

Tree removal: At the September meeting, Mike McHenry explained there are two trees on East Avenue that are large and appear unsafe. Mike received a quote from Arnold's Tree Service to remove them at a cost of \$4,000.

Motor Vehicle Accident: A vehicle hit a utility pole on 9/22/19. The pole snapped and caused a power outage to some Village residents. Wires were left hanging and were repaired by Monday afternoon by Spectrum.

Sanitary Sewer relining project: Mike McHenry is requesting an amendment to the original resolution to expend \$52,876.00 for the 2019 project done by Kenyon Pipeline. Mike noted the actual footage that has been relined was 1324.05, not 1316 as approved.

Resolution to amend the July 2, 2019 resolution to reflect the actual footage repaired was 1324.05 at a cost of \$53,165.80. Motion to approve this amendment made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Public Forum

Mayor Lee opened the meeting for public comment. There was no public comment, Mayor Lee closed the public forum for comments at 6:01 p.m.

Manager's Report

Day Care: Shari Pearce reported the owner has requested to remain open for five extra hours to her customers, once a month. The day care would close at 11 p.m. This would require a Community Center staff member to work. The board agree to a three-month trial period and the rent must remain current. Shari will respond to the tenant's request.

Comprehensive Plan: The committee participated in a riding tour of the Village. A meeting for the public was held on 9/26 with approximately 20 people in attendance. The next meeting is scheduled for 10/24 and a full quarterly report will be disseminated.

Special Police: The team now consists of seven volunteers. October is the busiest month for them, and participation for the upcoming events is high.

Solar company: Astral Power provided an analysis with a projected savings of 5%. The board discussed moving the Village accounts with them and agreed to move the Jennejahn Lodge account.

Resolution to authorize the Village Manager to accept solar power service from Astral Power for the Jennejahn Lodge. Motion to approve made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously, 5-0.

Sexual Harassment Training: The employees took this training on 9/25/19. Those not in attendance will receive handouts for their review. This is a required annual event.

Health Care Rates: Shari explained the premium rates will be increased by 3% and the deductible will be increasing from \$2000 to \$2250 for the single plan. The family plan will increase from \$5000 to \$5500 for the family plan. Currently 80% is funded by the village, by electing to continuing this practice, the Village remains under budget by \$835. The Board was supportive to remain funding 80% of the deductible to the employees.

Vouchers

Resolution to approve the vouchers including: \$188.45 WB Mason, \$313.00 Hilton Napa, \$2,116.00 RG&E, \$1,242.00, Taouk Development, \$188.00 Van Putte, \$188.00 Hilton Optometry. Motion to approve made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Prepaid	\$ 4,522.21
T & A	\$ 25,689.10
General	\$ 114,413.32
Water	\$ 36,672.60
Sewer	\$ 54,534.10
Total	\$ 235,861.33

Minutes

Resolution to approve the meeting minutes of September 3, 2019, motion made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously, 5-0.

Adjournment

There being no further business, Trustee Speer motioned to adjourn the meeting at p.m. was made and seconded by Trustee Fowler. Carried unanimously 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk