

Village Board
Approved Meeting Minutes
September 3, 2024

Present: Mayor Lee, Trustees, Speer, Zabelny, Farrell, Fowler
Village Manager Shari Wilson-Pearce
Treasurer Maryalice Edwards
Code Enforcement Officer Mark Mazzucco
Deputy Clerk Amy Harter
DPW Superintendent Jeff Pearce
Asst. Superintendent Chad McManus

Guests: Ignatius LaDelfa, Debbie Hebing

Mayor Lee called the meeting to order at 5 p.m. with the Pledge of Allegiance and a moment of silence. The meeting was held in the Board Room and was available via Zoom.

Recreation

Tom Venniro updated the board on the events within the Recreation Department.

Upcoming Events: Make A Difference Day is October 26th. The DPW will host the electronic waste recycling event. Trunk or Treat will be held on October 31st. Trustee Speer noted the Fire Dept is willing to participate by bringing a vehicle. Holiday on Main Street with the Tree lighting at the Gazebo at the Hilton Community Center will be December 7th.

Land has been purchased by the Town of Parma next to the park. This is for town campus expansion.

The dog park has been delayed.

Code Enforcement

Mark Mazzucco provided his report to the board.

60 Parkwood Lane: The neighbor issues have been resolved amicably; Mark explained no court action will be necessary.

236 Lake Avenue: The Fire Department responded to a recreational fire issue that was large and too close to the house. The Sheriff's Department also responded; the person responsible for the fire was uncooperative. Mark is seeking the board's support to issue a ticket if he is called to the address for this problem. The board is supportive of the Code Enforcement Officer's intention.

903 Hilton Parma Corners Rd: Mark reported the property cleanup has stalled. This has been an ongoing issue for years. Mark is seeking the board's support to begin court action against the owner. He is seeking approval to take him to court to complete clean up his property. The board supports court action in this case.

Treasurer

Resolution to authorize the Treasurer to renew a 30-day CD at Canandaigua National Bank at 5.13% Motion made by Trustee Fowler, seconded by Farrell. Carried 5-0.

New York State Retirement: Maryalice reported the amount the Village has been billed \$196,926 for 2024-2025. The amount budgeted was \$189,396.00.

Additional Aim Funding: \$8,551.00 was received from New York State for AIM Funding. This was deposited in the General Fund.

Sales Tax: The second quarter sales tax from Monroe County was \$1,579.89 more than last year.

MRB Group: Shari received a bill for 100% of the Zoning Code project. The plan will not be completed for several months, Shari does not recommend paying the invoice in full at this time. The board will hold payment of \$8,630 as a retainer.

Superintendent

Resolution to pay Magni Flood for LED lights on Main Street \$13,600.00. Motion made by Trustee Zabelny, seconded by Trustee Speer. Carried 5-0.

Resolution to increase Zack Klein's wages by \$2.00/hour. Motion made by Trustee Farrell, seconded by Trustee Speer. Carried 5-0.

Manager

Providence Housing: Shari Pearce received an email from Providence seeking approval from the Village Board to not renew letter of credit. The project is approximately 75% complete. The letter of credit is due in December. Shari does not recommend approving their request; the standard procedure is to release the letter of credit when the Certificate of Occupancy is issued. The board is not in favor of releasing the letter of credit.

Greenlight: The Village has not issued any permits to Greenlight or DDS Construction for this upcoming project. The DPW has received several stakeouts, responses are required by the due date, typically a few business days. If a response is not given, the Village can receive a fine. Shari Pearce sent an email to DDS to remind them that permits will not be issued until the pre-construction meeting. The Village Manager and the Superintendent recommend permitting work in sections as not to over burden the DPW.

Boilers: The board has approved to allocate \$158,000 of ARPA funds to replace the boilers in the Community Center. The team has discussed the idea of repairing the boilers on an as needed basis and use this money for automated water meters instead. Shari confirmed with the Community Center Maintenance staff member, Duane Wolfer, he is confident that the boilers will last with regular maintenance. Over 1100 automated water meters have been installed, 600 meters are needed to complete the project. After the installation is complete, the billing process will be simplified and less time-consuming. The DPW will collect the reads by adding the equipment to one of their vehicles. The data is then downloaded to the software in the office and the bills are then produced. The board agrees that completing the automated water meter project is a better use of the funds.

Resolution to reallocate the ARPA funds from replacing the boilers in the Community Center to purchase the remaining automated water meters. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried 5-0.

Resolution to promote Cody Kelly to the position of water foreman with an increase of \$1.10 per hour and grant an additional 40 hours of paid vacation. The Foreman title has been approved by the Civil Service Commission. Motion made by Trustee Farrell, seconded by Trustee Speer, 5-0.

Resolution to increase the wages of Jim Liese by \$1.00 per hour, effective September 3rd. Motion made by Trustee Fowler, seconded by Trustee Farrell. Carried 5-0.

The board would like a “Now Hiring” banner for 130 South Avenue. A quote will be obtained for approval.

Summer hours: Shari is recommending the Village Office observe summer hours through September: Monday – Thursday 7:30 – 4:30, Friday 7:30-1:30.

Resolution to approve the Village Office to continue summer hours through the month of September. Motion to approve made by Trustee Zabelny, seconded by Trustee Fowler. Carried 5-0.

Walt Horylev Award: There were two nominations for this award. Mayor Lee nominated 34 Leith Lane. Trustee Fowler nominated Salvatore's, 75 Lake Avenue.

Resolution to present the Walt Horylev Beautification Award to Salvatores, 75 Lake Avenue. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried 4-1, Mayor Lee stated he is looking for beauty.

Ingham Room tables: Shari reported the Town of Parma received \$170,000 from the Monroe County Legislature's ARPA funds. \$18,000 was budgeted for the purchase of new tables in the Ingham Room. It was noted that the Recreation Department utilizes the room approximately 70% of the time for the senior program. Shari met with the Recreation Director to negotiate sharing in the cost of the tables, as the quote came in at \$30,000. Tom Venniro has plans for the funds but would consider paying a portion of difference in the budgeted amount. Shari will update the board after they meet again.

Intermunicipal Agreement: The board agreed to increase of the cost of rent by 5%, this mirrors the other tenants in the building. It was suggested that custodial services be increased to \$16 per hour to reflect their current wages.

Discussion

Trustee Speer noted a presentation was given to the County Legislative meeting regarding ambulance service. This was done by John Smith from Pittsford Volunteer Ambulance.

Parma Highway: The Town of Parma has expressed interest in constructing a building for storage of equipment. The plans have not yet been submitted and the permit has not been issued. The board agreed to waive the building permit fee for the Parma Highway building.

Public Forum

Mayor Lee read the public forum procedures.

Minutes

Resolution to approve the August 6th meeting minutes as presented, motion made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0.

Vouchers

Resolution to approve the vouchers with the following additions: JC Smith \$10.00, Tri-Delta Resources \$604.50, Jackson Welding \$18.82, First Bankcard \$888.35, MRB Group \$9542.12, MRB -\$8630.00, Jason Chapin \$217.94. made by Trustee Speer, seconded Trustee Fowler. Carried 5-0.

Prepaid	\$6,362.89
TA	\$26,245.17
General	\$79,783.22
Water	\$43,210.42
sewer	<u>\$99,504.24</u>
Total	\$255,105.94

Adjournment

Motion to adjourn the meeting at 6:50 p.m. made by Trustee Speer, seconded by Trustee Zabelny. Carried 5-0.

Respectfully submitted,

Amy Harter
Deputy Clerk