



9097 Daylight Drive - West Bloomfield, NY 14585

MINUTES

Town of West Bloomfield – Board Meeting

January 8, 2025

Supervisor Todd Campbell called the Organizational meeting to order at 7:00 pm - Present – Supervisor Todd Campbell, Councilmembers, Bill Travis, Ruth Smith, Kevin Carey, Absent Scott Harman, Town Clerk – Brenda Thompson, Highway Superintendent – Jeff Ball, Kaleigh Schultz- Code Enforcement via Zoom, Chris Tobin, Mike Borgeest

Appointments:

Code Enforcement Officer/Zoning Officer	Kaleigh Schultz
Fire Marshal	Alan Pearce
Attorney for the Town	Boylan Code
Engineers	MRB & Larsen Engineers
Bookkeeper	Holly Bedient
Court Clerk	Shelley Conradt
Planning & Zoning Clerk	Open Position – Temporary Dee DeSanctis
Records Management Officer	Brenda Thompson
Planning Board Chair	Brad Lins
Zoning Board Chair	Open
Legal Newspaper	Daily Messenger (not req'd by law)
Registrar of Vital Statistics	Brenda Thompson
Deputy Registrar of Vital Statistics	Dee DeSanctis
County Planning Board	Ruth Cahn
Town Historian	Mike Borgeest
Official Bank	Canandaigua National Bank
Dog Control Officer	Ontario County Humane Society
Budget Officer	Todd Campbell
Parks & Recreation	Jeff Ball
Health Officer	Ontario County – Kate Ott

Deputies:

Deputy Town Supervisor – Scott Harman
Deputy Highway Superintendent – Derek Ulmer
Deputy Town Clerk – Dee DeSanctis

Resolution # 1 - Appointments - Supervisor Campbell asked for a resolution to approve the 2025 appointments as listed. Councilmember Travis made the resolution to approve the Appointments seconded by Councilmember Smith. Adopted: Ayes – Campbell, Smith, Travis, Carey - Nays, None
Resolves that the 2025 Appointments are accepted as presented.

Authorizations:

- The Supervisor to place Town monies in interest bearing accounts, and prepayment of utility bills, etc.
- Mileage rate: IRS rate per mile - currently 70 cents per mile
- Town Employee Cell Phone Reimbursement - \$20.00 per month

Resolution #2 Authorizations

Supervisor Campbell asked for a resolution to approve the authorizations: for the Supervisor to place Town monies in interest bearing accounts, prepayment of utility bills, etc. the use of IRS Mileage Rate and Cell Phone Reimbursement.

Councilmember Travis made the resolution to approve the Authorizations as stated seconded by Councilmember Carey.

Adopted: Ayes – Campbell, Smith, Travis, Carey – Nays, None
Resolves that the Authorizations are is accepted as presented

Meeting Dates and Times 2025– West Bloomfield Town Hall - 9097 Daylight Drive

- Town Board – 2nd Wednesday of each month – 7:00pm
- Planning Board – 1st Wednesday of each month – 7:30pm
- Zoning Board – 3rd Tuesday of each month 7:00pm (as needed)

Resolution # 3 - Meeting Location - Dates and Times

Supervisor Campbell asked for a resolution to approve the 2025 Meeting Location & Schedules as listed. Councilmember Smith made the resolution to approve the Meeting location - dates and times as stated seconded by Councilmember Carey.

Adopted: Ayes – Campbell, Smith, Travis, Carey - Nays, None
Resolves that the Meeting Location & Dates and Times are accepted as presented.

Hourly Rates

- Highway MEO, Seasonal MEO, Deputy Highway Supt, Transfer Facility Attendant. -
Range: \$19.61 - \$30.90
- Clerks: \$24.00-\$28.00

Resolution # 4- 2025 Hourly Employee Rates

Supervisor Campbell asked for a resolution to approve the 2025 hourly employee rates as listed. Councilmember Carey made the resolution to approve the hourly employee rates as stated seconded by Councilmember Travis.

Adopted: Ayes – Campbell, Smith, Travis, Carey– Nays, None
Resolves that the 2025 Hourly Employee Rates are accepted as presented.

Resolution #5 - Senior Citizens, Firefighter and Veterans Exemptions

Supervisor Campbell asked for a resolution for the continuation of the current Senior Citizen, Firefighter and Veterans Exemptions. Councilmember Travis made the resolution to approve the continuation of the current exemptions seconded by Councilmember Carey

Adopted: Ayes – Campbell, Smith, Travis, Carey– Nays, None
Resolves that the current Senior Citizens, Firefighter and Veterans Exemptions shall remain.

Resolution # 6 -Procurement Policy

Supervisor Campbell asked for a resolution to approve the Procurement Policy as currently implemented. Councilman Travis made the resolution to approve seconded by Councilman Carey.

Adopted: Ayes – Campbell, Smith, Travis, Carey -Nays, None
Resolves that the Procurement Policy is approved.

Setting Date for Public Hearing on Tax Cap Law

❖ February 12, 2025

Resolution #7 – Permission for Supervisor to approve year end budget modifications as necessary

Supervisor Campbell asked for a resolution to authorize the Supervisor to make year-end budget modifications as necessary.

Councilmember Travis made the resolution to approve seconded by Councilmember Carey.

Adopted: Ayes – Campbell, Smith, Travis, Carey– Nays, None

Resolves that permission is granted for the Supervisor to approve year-end budget modifications as necessary

Resolution #8 Employee Handbook- Health Care Plan Premium Payment Full Time Employees and Elected Officials

Supervisor Campbell asked for a resolution for removal of condition/verbiage in the Employee Handbook: For **full time employees hired after January 1, 2016, the Town will pay seventy-five percent of the premium for individual or family medical insurance coverage. Town Supervisor coverage also to be updated to Supervisor has the option of being on the County Plan for coverage. Update to state Town will provide coverage for the base plans (Heath & Dental) and employee may choose a different plan/coverage and they will be responsible for the difference in cost between the plans. Plans will be evaluated annually.**

Councilmember Travis made the resolution to approve seconded by Councilmember Smith.

Adopted: Ayes – Campbell, Smith, Travis, Carey– Nays, None

Resolves that the Employee Handbook be updated as stated.

Resolution #9 Closed Organizational Meeting

At 7:12 pm, Councilmember Travis made a resolution to close the organizational meeting, seconded by Councilmember Carey. Adopted: Ayes – Campbell, Smith, Travis, Carey - Nays, None

Resolves that the organizational meeting is closed

Privilege of the Floor – none

Resolution # 10 - Minutes

Supervisor Campbell asked for a resolution to approve December 11, 2024, minutes. Councilmember Smith made the resolution to approve minutes seconded by Councilmember Travis.

Adopted: Ayes – Campbell, Smith, Travis, Carey - Nays, None

Resolves that December 11, 2024, minutes are accepted as submitted.

Resolution # 11 - Supervisor Report

The January Supervisor report was distributed and discussed. Supervisor Campbell asked for a resolution to approve the Supervisor report as submitted. Councilmember Carey made the resolution to approve the Supervisor report, seconded by Councilmember Smith.

Adopted: Ayes – Campbell, Smith, Travis, Carey Nays – None

Resolves that the Supervisor report as submitted is accepted.

Supervisor Campbell provided an update that sales tax is up slightly.

Resolution #12– Justice Report

Supervisor Campbell asked for a resolution to approve the December 2024 Justice report. Councilmember Travis made the resolution to approve, seconded by Councilmember Carey.

Adopted: Ayes – Campbell, Smith, Travis, Carey- Nays – None

Resolves that the December 2024 Justice report is accepted as presented.

Resolution #13 Vouchers – Payment of Bills

Supervisor Campbell asked for a resolution to approve the payment of bills on Abstract 13 for 2024 and Abstract 1 for 2025 for General and Highway.

Councilmember Travis made the resolution to approve the bills/vouchers as presented, seconded by Councilmember Carey.

Adopted: Ayes – Campbell, Travis, Smith, Carey - Nays, None

Resolves that the payment of bills on Abstract 13 for 2024 and Abstract 1 for 2025 are approved.

Resolution #14 – Highway Report

Highway Superintendent Ball submitted the December 2024 January 2025 Highway report.

Supervisor Campbell asked for a resolution to approve the Highway Report.

Councilmember Travis made the resolution to approve the Highway report, seconded by Councilmember Carey.

Adopted: Ayes – Campbell, Smith, Travis, Carey Nays – None

Resolves that the December 2024 – January 2025 - Highway report is accepted as presented.

Resolution #15 - 284 Agreement Expenditure of Highway Monies

Supervisor Campbell asked for a resolution to approve the 2025 - 284 Agreement.

Councilmember Smith made the resolution to approve the 284 as presented, seconded by Councilmember

Travis Adopted: Ayes – Campbell, Smith, Travis, Carey - Nays, None

Resolves that the 2025 284 Agreement is approved

Town Board and Highway Superintendent Ball discussed having a streetlight installed at the end of Daylight Drive. Highway Superintendent Ball is going to contact National Grid to get details/requirements for having a streetlight installed.

Resolution # 16 – Code Enforcement Report

Code Officer Schultz submitted the Code Enforcement Report for December 2024.

Supervisor Campbell asked for a resolution to accept the Code Officer report as submitted. Supervisor

Campbell asked if any Board members had questions for Code Officer Shultz, no questions were asked.

Councilmember Smith made the resolution to approve the Code Officer report, seconded by Councilmember Carey.

Adopted: Ayes – Campbell, Smith, Travis, Carey Nays – None

Resolves that the Code Officers report as submitted is accepted.

Supervisor Campbell provided an update that the Code Enforcement Contract from Richmond has not been received, and the Clerk position is still open.

Supervisor Campbell advised the Board that the yearly Justice Report package has been submitted and will be added to the February meeting agenda for review.

Town Hall Community Room Rental: The Town Board approved the waiving of the Community Room rental fee for political party meetings. A rental agreement is required with the request to waive the fee as part of the agreement. One rental agreement can be submitted on multiple dates, dates to be clearly stated.

Resolution # 17- Close Meeting

At 7:49pm, Councilmember Travis made the resolution to adjourn the meeting, seconded by Councilmember

Carey. Adopted: Ayes – Campbell, Smith, Travis, Carey - Nays, None

Resolves that the meeting is closed.

Respectfully Submitted,

Brenda Thompson– Town Clerk