

Village of Scottsville
Board of Trustees Meeting
Tuesday, August 13, 2024 6:30 pm
Wheatland Municipal Building
Meeting Minutes

Call to Order Mayor Maggie Ridge called the August 13, 2024 Village of Scottsville Board of Trustees to order at 6:30 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Maggie Ridge, Mayor
Andy Fraser, Trustee
Randall Hess, Trustee
Wayne LaVair, Trustee

Absent: AJ Peck, Deputy Mayor

Also Present: Lauren Baron, Attorney
Paula Parker, Treasurer
Anne Hartman, Clerk
0 residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, July 9, 2024

Motion made by Trustee Andy Fraser and seconded by Trustee Wayne LaVair to approve the minutes of the *Tuesday, July 9, 2024* Village Board Meeting as submitted.

Vote: *Carried 3-0-1(Abstention)*

Mayor Maggie Ridge	ABSTAIN	Deputy Mayor AJ Peck	ABSENT
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Public Before the Board

MRB Main Street Sidewalks

Dave Willard walked Main Street from the Artisan to the bridge with Trustee Fraser to discuss a plan for improvements.

Curbs are settling and being pushed up by tree roots

A preliminary design will determine the phases of the project and permitting needed

There are no records of easements for sidewalks, will need to obtain from owners

Look for Forestry Board input

Meet with businesses

Bond determination, Treasurer will work with bond counsel – 10 year bond

With the project divided into phases comes the potential of more grants

Treasurer – Paula Parker

Pay Bills:

Motion made by Trustee Randy Hess and seconded by Mayor Maggie Ridge to approve payables as listed on the AP Check Register Report through August 13, 2024 and prepaid bills with General Payables totaling \$ 40,707.34.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Expenses: *Final - May 31, 2024 expenses	
Overspent Lines	Why?
A.8140.4 Storm Sewers - Contractual	275.00 Frames & Grates
A.8687.4 Econ & Comm Dev - Contractual	1,500.00 Letchworth Gateway
TOTAL	1,775.00

Suggested Budget Appropriations/Transfers

Account Code	Descriptions	To	From
Transfers for above noted accounts: *Final through May 31, 2024			
Expenses:	TO COVER ABOVE ACCOUNTS:		\$1,775.00
A.8140.1	Storm Sewer - Salaries		8.50 \$
A.8140.25	Storm Sewer - Improvements		115.50 \$
A.5410.25	Sidewalks - Improvements		151.00 \$
A.3620.1	Code Enforcement - Salaries		1,500.00 \$
	*Transfer funds to cover overage and balance of fiscal year.		
			- \$ 1,775.00

Suggested Board Resolution: Motion to noted above.

Motion made by Mayor Maggie Ridge and seconded by Trustee Andy Fraser to amend the 23-24 budget for the transfers as listed above from the August 2024 Treasurers Report in an amount of \$1,775.00.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

MMB & Co Audit

Motion made by Trustee Andy Fraser and seconded by Trustee Wayne LaVair to authorize the Mayor to sign the agreement with MMB & Co to review the books and records for the fiscal year ending May 31, 2024 in an amount not to exceed \$7,250.00 and further to authorize the Treasurer to make amend the budget to facilitate the services.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Updates: Received \$65,000 CDBG Funds and \$25,000 Multi-Modal Grant funds.
 Gutter/Sidewalk project complete -Claims have been filed and approved for September 2024 payment (\$116,392).
 2023-2024 Fiscal Year Closed preparing to file the Annual Financial Report with NYS and Report.
 First Mortgage Tax payment received in July (\$17,378). First Sales tax payment is due this week and is approximately \$9,000 below last year's payment.
 Approve Quote & authorize contract for annual review (2023-2024) Mengal Metzger Barr only response: \$7,250. (Allied Accounting did not respond ; Jennifer Talbot is not available this year.) **If approved, authorize transfer from A.1325.1 Salaries to A.1325.4 Contractual Expense

Department Reports

Building Inspector/Code Enforcement Officer

Building Dept:

- CooperVision meeting to walk site with project managers 7/11
- 22 Browns Grove addition, insulation inspection completed
- 6 Genesse Street addition, insulation inspection completed
- 24 Grove St, roof permit
- 80 Diana Drive new pool permit (Project Completed)
- 39 Main Street new covered side entrance permit (Footer Inspection)
- 100 Main Street, fence permit issued
- Genesee Street Rough Framing on new addition complete, insulation inspection completed.
- 55 Chili Ave demo permit for old shed and deck (Project Started)
- 18 Browns Ave new porch permit issued
- 12 Oatka, roof permit issued
- 22 Caledonia, fence permit issued
- 8 Rochester Street, fire restoration permit issued
- 80 Diana Drive, sunroom permit issued
- 711 North Rd, generator permit issued

PB/ZB- Nothing at this time

HB- Nothing at this time

Code Enforcement:

- Oatka Hotel, what would the board like to do about open property maintenance violations. Next step Appearance ticket? No response from owner; Attorney Baron will work with Doug
 - Meeting with resident about code issues.
 - Complaint about the appearance of the Gas station on Rochester Street, I will be talking to the owner. Some of the signs shall be removed per code.
 - Storage pod located on Briarwood, has been removed.
- Maple Street Violation notice has been sent for long grass and overgrowth causing mice and snake issue. (Owner has been in contact and is making steps to clean up)
- 58 East Grenadier – Property maintenance letter sent out.
- Rochester Street Barking dog complaint (spoke with the owner to make aware of the issue)
- Keeping an eye on parking issues in the circle of Diana Drive. (Boat has Been removed)

Fire Marshal:

- Annual inspections ongoing with no major violations to report.

DPW – Todd Schwasman

Began painting the crosswalks and stop markers throughout the village.

Mowing and maintaining the parks is ongoing.

Bag and brush pickup is still going steady due to recent weather events.

We lost one of our big Willow trees in Johnson Park this past week.

The village hired a new employee as of August 1st. William has background in running various pieces of equipment and comes from a municipal background. I believe he will be a great addition to the village DPW.

For the upcoming month catch basin repair is a priority. We have a few partially collapsed ones that need attention immediately. Then we can start our black top repair through various spots around the village.

Clerk – Anne Hartman

Tax Payments

SummerFest Vendors

EAP

Vacation

Trustee Updates:

Deputy Mayor AJ Peck – Procurement and ARPA

Quotes for security/cameras for Johnson Park.

Walkthrough with Flower City Communications. They are currently working on a quote.

Zoom meetings with Verkada, I have a walkthrough with Lantek this week.

Currently emailing Diana from Securitas Technologies to set up a walkthrough with one of their affiliates.

Trustee Andy Fraser – Grants and Planning Board/Zoning Board of Appeals

August meeting was cancelled

Trustee Wayne LaVair – DPW

In regular contact with DPW; struggling with manpower

Cornhole tournament registration numbers are increasing

Trustee Randy Hess – Historic Commission

Meeting cancelled

Mayor's Reports - Maggie Ridge

Working on SummerFest, hoping for clear skies

Getting quotes on solar lighting for the parks

Stormwater MSS

Comprehensive Master Plan will take some time – meetings are every other Wednesday

Old Business

15 Minute Parking on Main St.

15 minute parking cannot be enforced; work on enforcing the 2 hour parking

Maple St/Ave

We will need a public information meeting to make all residents aware

Noise Ordinance

Motion made by Trustee Andy Fraser and seconded by Mayor Maggie Ridge to schedule a public hearing on September 10, 2024 at the Wheatland Municipal Building, 22 Main St, Scottsville, NY 14546 at 7:00 pm to amend the village code Chapter 117 Peace and Good Order regarding noise and Chapter 54 regarding animals.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

LGV/GVTI 2023-24 NO ACTION TAKEN

Motion made by Trustee _____ and seconded by Trustee _____ to approve the payment of the Letchworth Gateway Villages in an amount not to exceed \$1,500.00 from the 2023-2024 Fiscal Year and further authorize the Treasurer to make any necessary budgets modifications should an account be overdrawn.

New Business**Planning And Zoning Board Training Requirements**

Motion made by Mayor Maggie Ridge and seconded by Trustee Andy Fraser to authorize the law firm of Weaver Mancuso Brightman PLLC to conduct trainings for the Planning Board and Zoning Board of Appeals to satisfy the annual requirement.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Short Term Rental

The Village Code does not address short term rentals, Planning Board has been looking at codes from other municipalities

ARPA Funds

Motion made by Mayor Maggie Ridge and seconded by Trustee Andy Fraser to contribute \$15,000 of ARPA Funds to the Town of Wheatland to replace the parking lot at the Wheatland Municipal Building and authorize the Treasurer to make the necessary budget amendments.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

CDL Policy

Motion made by Trustee Andy Fraser and seconded by Trustee Wayne LaVair to amend the CDL Training Policy in the Employee Handbook .

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Executive session

Motion made by Trustee Andy Fraser and seconded by Trustee Wayne LaVair to enter into executive session at 8:51 pm to discuss two particular employee matters and the proposed lease or acquisition of real property, publicity of which would substantially affect the value thereof.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Motion made by Trustee Andy Fraser and seconded by Trustee Wayne LaVair to adjourn executive session and return to regular session at 9:41pm.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Motion made by Trustee Andy Fraser and seconded by Trustee Wayne LaVair to approve payout 35 hours of vacation to Anne Hartman as allowed in the Village of Scottsville Employee Handbook and extend the use of her remaining carryover hours to December 31, 2024.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Adjournment

Motion made by Trustee Randy Hess and seconded by Trustee Wayne LaVair to adjourn the Village Board meeting at 9:42 pm.

Vote: *Carried (4-0)*

Mayor Maggie Ridge	AYE	Deputy Mayor AJ Peck	AYE
Trustee Randy Hess	AYE	Trustee Andy Fraser	AYE
Trustee Wayne LaVair	AYE		

Respectfully submitted by:



Anne Hartman
Village Clerk