

Board of Trustees: Maggie Ridge, Mayor
Andy Fraser, Deputy Mayor
Kathie Carl, Trustee
Wayne LaVair, Trustee
Nikki Whitmarsh, Trustee

Agenda

1. **Call to Order** Mayor Maggie Ridge called the May 10, 2022 Village of Scottsville Board of Trustees to order at pm.

2. **Pledge of Allegiance to the Flag**

3. **Roll Call**

4. **Approval of Minutes**

Village Board Meeting Minutes

Tuesday, April 12, 2022

Motion made by Trustee _____ and seconded by Trustee _____ to approve the minutes of the *Tuesday, April 12, 2022 Village Board Meeting* as submitted.

Vote: Carried (-)

Mayor Maggie Ridge

Trustee Kathie Carl

Trustee Wayne LaVair

Deputy Mayor Andy Fraser

Trustee Nikki Whitmarsh

5. **Public Before the Board**

GUIDELINES FOR PUBLIC COMMENT:

- The public may speak only during the Public Comment period of the meeting (limited to a total of thirty (30) minutes) and during any public hearing public comment section, or at such other time as a majority of the Board allows.
- Speakers must step to the front of the room.
- Speakers must give their name, address and organization, if any.
- Speakers must be recognized by the presiding officer.
- Speakers must limit their remarks to three minutes on a given topic.
- Speakers may not yield any remaining time they may have to another speaker.
- Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.
- All remarks must be addressed to the Board as a body and not to any member thereof.
- Speakers must observe the commonly accepted rules of courtesy, decorum, dignity and good taste.
- Interested parties or their representatives may address the Board by written communications.

6. **Reports - Attorney John Mancuso**

7. **Department Reports**

a) **Building Inspector/Code Enforcement Officer**

Permits Issued

Permits Finalized

Code Enforcement

Developments/Projects

New Items

Ongoing Items/Concerns

Upcoming

b) **DPW – Ken Bohn & Todd Schwasman**

Updates

c) **Treasurer – Katie Garner**

Pay Bills:

Motion made by Trustee _____ and seconded by Trustee _____ to approve payables on the AP Check Register Report through May 10, 2022 and prepaid bills with General Payables totaling \$ _____.

Vote: Carried (-)

Mayor Maggie Ridge
Trustee Kathie Carl
Trustee Wayne LaVair

Deputy Mayor Andy Fraser
Trustee Nikki Whitmarsh

Treasurers Report:

Budget Transfers:

Motion made by Trustee _____ and seconded by Trustee _____ to approve the budget transfers as listed above from the May 2022 Treasurers Report.

Vote: Carried (-)

Mayor Maggie Ridge
Trustee Kathie Carl
Trustee Wayne LaVair

Deputy Mayor Andy Fraser
Trustee Nikki Whitmarsh

d) **Clerk – Anne Hartman**

Tax bills being printed

Newsletter was sent out

DMV/Firetrucks

8. **Trustee Reports:**

Deputy Mayor Andy Fraser – Grants and Planning Board/Zoning Board of Appeals

Trustee Nikki Whitmarsh – Social Media and Communications

Trustee Kathie Carl – Procurement and ARPA

9. **Mayor’s Reports - Maggie Ridge** – Finance, Historic Preservation Committee and Forestry Board

10. **Old Business**

Sewer Commission

Extra Garbage Totes

11. **New Business**

Memorial Day parade

Kenny Bohn
Anne Hartman

Motion made by Trustee _____ and seconded by Trustee _____ to carryover the above listed PTO hours to the 2022-2023 fiscal year, carryover hours must be used by September 1, 2022.

Vote: *Carried (-)*

Mayor Maggie Ridge
Trustee Kathie Carl
Trustee Wayne LaVair

Deputy Mayor Andy Fraser
Trustee Nikki Whitmarsh

12. **Adjournment**

Motion made by Trustee _____ and seconded by Trustee _____ to adjourn the Village Board meeting at _____ pm.

Vote: *Carried (-)*

Mayor Maggie Ridge
Trustee Kathie Carl
Trustee Wayne LaVair

Deputy Mayor Andy Fraser
Trustee Nikki Whitmarsh

Call to Order Mayor Maggie Ridge called the April 12, 2022 Village of Scottsville Board of Trustees to order at 6:30 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Maggie Ridge, Mayor
Kathie Carl, Trustee
Andy Fraser, Trustee
Wayne LaVair, Trustee
Nikki Whitmarsh, Trustee

Also Present: Tom Rzepka, Attorney
Katie Garner, Treasurer
Kenny Bohn, DPW
Todd Schwasman, DPW
Anne Hartman, Village Clerk

Appointment of Deputy Mayor

Motion made by Trustee Kathie Carl and seconded by Trustee Nikki Whitmarsh to approve the appointment of Andy Fraser as Deputy Mayor for a one (1) year term.

Vote: Carried (3-0-1 Abstention)

Mayor Maggie Ridge	AYE	Trustee Andy Fraser	ABSTAIN
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Approval of Minutes

Village Board Meeting Minutes

Tuesday, March 8, 2022

Motion made by Trustee Kathie Carl and seconded by Deputy Mayor Andy Fraser to approve the minutes of the Tuesday, March 8, 2022 Village Board Meeting as submitted.

Vote: Carried (3-0-1 Abstention)

Mayor Maggie Ridge	ABSTAIN	Trustee Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Tuesday, March 15, 2022

Motion made by Trustee Kathie Carl and seconded by Deputy Mayor Andy Fraser to approve the minutes of the Tuesday, March 15, 2022 Treasurer Meeting as submitted.

Vote: Motion does not pass

Mayor Maggie Ridge	ABSTAIN	Trustee Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	ABSTAIN
Trustee Wayne LaVair	ABSENT		

Monday, April 4, 2022 Organizational Meeting

Motion made by Trustee Nikki Whitmarsh and seconded by Trustee Kathie Carl to approve the minutes of the Monday, April 4, 2022 Organizational Meeting as submitted.

Vote: Carried (4-0-1Absent)

Mayor Maggie Ridge	AYE	Trustee Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Public Before the Board**GUIDELINES FOR PUBLIC COMMENT:**

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Speakers may not yield any remaining time they may have to another speaker.

Board members may, with the permission of the Mayor, interrupt a speaker during their remarks, but only for the purpose of clarification or information.

All remarks must be addressed to the Board as a body and not to any member thereof.

Speakers must observe the commonly accepted rules of courtesy, decorum, dignity and good taste.

Interested parties or their representatives may address the Board by written communications.

Reports - Attorney Thomas Rzepka

Congratulations to the newly elected officials

Department Reports**Building Inspector/Code Enforcement Officer****PB for review**

Special use permit for more apartments located at 32 Main Street

ZB for Review

385 Scottsville Mumford Rd subdivision of property
2 Genesse street

Fire Marshal

No Report at this time

Code Enforcement

Main street parking issue in front of Dr office, working with the MCSO to resolve
Flooded back yard issues on Scott Crescent due to the race per complainant
Reminder to all residents NYS open burning ban in effect till May 14th.

DPW – Ken Bohn & Todd Schwasman

Playground mulch to be ordered and installed at Johnson Park

Drainage issues at 219 Briarwood Lane in the Village easement

Getting quotes to surface treat a number of roads throughout the Village this summer

Updates**Treasurer – Katie Garner****Pay Bills:**

Motion made by Trustee Kathie Carl and seconded by Trustee Nikki Whitmarsh to approve payables on the AP Check Register Report through April 12, 2022 and prepaid bills with General Payables totaling \$61,530.60.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Treasurers Report:

Expenses:

	<u>Overspent Lines</u>		<u>Why?</u>
A.7140.4	Parks Contractual	13,008.10	ARPA Funds for JP Flooring
A.1450.4	Elections Contractual	210.25	Election Expenses - Reimbursed by MC
A.3620.1	Code Enforcement Salaries	822.43	Underbudgeted
A.5142.1	Snow Removal Salaries	1,835.34	Underbudgeted
A.1010.1	Board of Trustees Salaries	0.04	Underbudgeted
A.1210.4	Mayor Contractual	6,890.07	Unbudgeted WC Payment to Town
A.5182.4	Street Lighting Contractual	2,343.50	Underbudgeted (Solar Panel Issue)

Budget Transfers:

Suggested Budget Transfers:

<u>Account Code</u>	<u>Descriptions</u>	<u>To</u>	<u>From</u>	<u>Why?</u>
A.5182.4	Street Lighting Contractual	\$ 9,900.00		
A.5110.2	Street Maintenance Equipment		1,500.00	
A.5110.4	Street Maintenance Contractual		8,400.00	
A.1210.4	Mayor Contractual	\$ 6,969.51		
A.1990.4	Contingent Account		6,969.51	
A.5142.1	Snow Removal Salaries	1,835.34		
A.5142.4	Snow Removal Contractual		1,268.44	
A.8160.1	Refuse Collection Salaries		566.90	
A.3620.1	Code Enforcement Salaries	5,825.00		
A.3620.4	Code Enforcement Contractual		1,800.00	
A.8160.1	Refuse Collection Salaries		4,025.00	
A.1010.1	Board of Trustees Salaries	0.04		
A.1010.4	Board of Trustees Contractual		0.04	
		<u>\$ 24,529.89</u>	<u>\$ 24,529.89</u>	

Motion made by Trustee Kathie Carl and seconded by Deputy Mayor Andy Fraser to approve the budget transfers as listed above from the April 2022 Treasurers Report in an amount of \$24,529.89.

Vote: Carried (4-0)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Designating Depository Signers

Motion made by Trustee Kathie Carl and seconded by Trustee Nikki Whitmarsh to designate Deputy Mayor Bruce Andrew Fraser as the third signer on the Canandaigua National Bank accounts.

Vote: Carried (3-0-1Abstention)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	ABSTAIN
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

ARPA Expenses	Planned Expenses	Paid to date
Phone System Cloud Conversion	\$ 1,080.00	1,080.00
Johnson Park Flooring	\$ 12,400.00	12,400.00
Johnson Park Furnishings		
Chairs	1,269.12	1,269.12
Tables	1,342.70	1,342.70
Racks	575.68	575.68
	\$ 16,667.50	\$ 16,667.50
	\$ 15,587.50	Parks A.7140.4
	\$ 1,080.00	Village Office A.1620.4

Clerk – Anne Hartman

Newsletter going out soon, if you would like to add a blurb please send that in soon
DMV one more trip to wrap up the fire truck transfers

Liaison Appointments

Mayor Maggie Ridge: Finance, Historic Preservation Committee and Forestry Board

Deputy Mayor Andy Fraser: Grants and Planning and Zoning

Trustee Kathleen Carl: Procurement and ARPA

Trustee Wayne LaVair: DPW

Trustee Nikki Whitmarsh: Social Media and Communications

Motion made by Trustee Kathie Carl and seconded by Trustee Nikki Whitmarsh to approve the liaison appointments as listed above.

Vote: *Carried (4-0-1 Absent)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Old Business

Extra Garbage Totes

Motion made by Trustee Kathie Carl and seconded by Mayor Maggie Ridge to refund the additional \$80 per garbage and recycling totes fee multi-family residence that was collected in 2022.

Vote: *Carried (4-0-1 Absent)*

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

New Business

Volleyball at Johnson Park
Non-profits using Johnson Park

Discussion on the use of park by outside organizations, there should be an agreement to lay out what is expected by both parties, hold harmless and insurance certificates.

Sexual Harassment Complaint Officers

Motion made by Trustee Kathie Carl and seconded by Mayor Maggie Ridge to refund the additional \$80 per garbage and recycling totes fee multi-family residence that was collected in 2022.

Vote: Carried (4-0-1 Absent)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Adjournment

Motion made by Trustee Kathie Carl and seconded by Trustee Nikki Whitmarsh to adjourn the Village Board meeting at 8:45pm.

Vote: Carried (4-0-1 Absent)

Mayor Maggie Ridge	AYE	Deputy Mayor Andy Fraser	AYE
Trustee Kathie Carl	AYE	Trustee Nikki Whitmarsh	AYE
Trustee Wayne LaVair	ABSENT		

Respectfully submitted by,



Anne Hartman
Village Clerk