

Village of Scottsville
Board of Trustees Meeting
Tuesday, October 13, 2020 6:30 pm
Wheatland Municipal Building
Meeting Minutes

Call to Order Mayor Eileen Hansen called the October 13, 2020 Village of Scottsville Board of Trustees to order at 6:30 pm.

Pledge of Allegiance to the Flag

Roll Call

Present: Eileen Hansen, Mayor
Kathie Carl, Deputy Mayor
Christie Offen, Trustee
Leslie Wagar, Trustee
Nikki Whitmarsh, Trustee

Also Present: Thomas Rzepka, Attorney
Anne Hartman, Village Clerk
Katie Garner, Treasurer

Approval of Minutes

Village Board Meeting Minutes

Tuesday, September 8, 2020

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Christie Offen to approve the minutes of the *Tuesday, September 8, 2020 Village Board Meeting* as submitted.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Trustee Kathie Carl	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Nikki Whitmarsh	AYE		

Treasurer Meeting, Monday, September 21, 2020

Motion made by Trustee Kathie Carl and seconded by Trustee Christie Offen to approve the minutes of the *Monday, September 21, 2020 Treasurer Meeting* as submitted.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Trustee Kathie Carl	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Nikki Whitmarsh	AYE		

Organizational Meeting, Monday, September 21, 2020

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to approve the minutes of the *Monday, September 21, 2020 Organizational Meeting* as submitted.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Trustee Kathie Carl	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Nikki Whitmarsh	AYE		

Public Hearing

Mayor Hansen opened the public hearing by reading the notice from the Sentinel at 6:45 pm.

PLEASE TAKE NOTICE that the Village of Scottsville Board of Trustees will hold a Public Hearing on Tuesday, October 13, 2020 at 6:45pm at the Wheatland Municipal Building, 22 Main St., Scottsville, New

York to release monies now on deposit in the Fire Equipment Reserve for the purchase of fire equipment in an amount not to exceed \$25,000.

Social distancing and masking guidelines will be followed.

Public Comment opened at 6:46pm.

Public Comment:

No public

Public Comment closed and Board Comment opened at 6:46pm.

Board Comment:

Trustee Carl asked that this money is for the renewal of the BAN for the radios.

Treasurer Garner answered the BAN renewal is up in November, the debt belongs to the Village, the recommendation is to BOND the radios and garbage truck together, one BOND with two debt schedules. Fees for a BOND or BAN are \$5,000-10,000. The Village has enough in the budget to absorb those fees for the Fire District.

Public Hearing closed at 6:50 pm.

Motion made by Trustee Christie Offen and seconded by Trustee Nikki Whitmarsh to release monies now on deposit in the Fire Equipment Reserve for the purchase of fire equipment in an amount not to exceed \$25,000 to pay down the radio BAN.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Trustee Kathie Carl	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Nikki Whitmarsh	AYE		

Public Before the Board

No public

Reports - Attorney Thomas Rzepka

Department Reports

Building Inspector/Code Enforcement Officer

- Closed Permits for September
- 20-022 45 Chili Ave (Fence)
- 20-027 15 Oakwood Lane (Shed)
- 20-032 219 Briarwood (Pool)
- 20-033 5 Genesee St (Furnace)
- 20-041 84 Main Street (Roof)
- 20-042 6 Maple St (Roof)
- 20-022 CooperVision (Pool)
- 18-042 33 Chili Ave (Pool)
- 20-036 45 Chili Ave (Deck)

- New Permits Issued
- 20-040 2 Chili Ave (Bathroom Renovation)
- 20-041 84 Main St (Roof)
- 20-042 6 Maple (Roof)
- 20-043 260 Briarwood Lane (Deck)
- 20-044 11 Scott Crescent (Garage)
- 20-045 8 Chili Ave (Interior Renovation)
- 20-046 119 Heather Lane (Generator)

CooperVision Lab renovation moving along Rough Framing is done and Sprinkler changes have been sent in for my review.

Code Enforcement:

Parking along Main Street has been quiet, and no complaints have been forwarded to my office.
 Few lawn complaints have been issued
 Wyvil Ave has a snake infestation and a few complaints have been made. The race had been cleaned out this summer, possible cause for this issue. DEC has been notified about some compost piles along the race, they will be looking into that and getting back to me.
 Letter to Garage on Rochester St, Cars parked to close to property line and fence so homeowner cannot clean up his property

Fire Marshall:

Open burning complaints within the village. I have some addresses where this is happening and have spoken with the homeowners. A letter about what the can or cannot burn will be in the Newsletter coming up.

The Motorcycle club ongoing debate, the club president is sending in their National Ministry registration to prove it is a church and not a private club so a special permit will not be required per code.

DPW – Ken Bohn & Todd Schwasman

Leaf pick up
 Vandalism at Johnson Park
 Tore down the chain link fence
 Graffiti
 Garbage thrown around
 Neighbor reported and spoke to sheriff, got a partial license plate number
 Skating rink is not the right materials for this area, hard to keep it working with mild winters
 Make it smaller and put in a liner

Treasurer – Katie Garner

Treasurer's Report

Treasurer's Report
 AP Checking Rec
 Bank Book Activity
 MM Reserve Accounts
 AP Check Listing – Prepays
 AP Check Listing – Payables thru 10/13/2020
 Revenue Report
 Expense Report

Pay Bills:

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to approve payables on the AP Check Register Report through October 13, 2020 and October prepaid bills, with General Payables totaling \$45,145.99.

Vote: Carried (5-0)

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Trustee Kathie Carl	AYE	Deputy Mayor Leslie Wagar	AYE

Trustee Nikki Whitmarsh AYE

No Budget Transfer, Amendments or Resolutions

Updates:

CDBG (Community Development Block Grant) gathering all documentation needed for reimbursement submission

Received payment from Town for fire service thru 08/31/2020 \$23,333.34

Received BOND paperwork for garbage truck and fire radios.

 Old garbage truck going to auction soon

Forestry Board overspent because we are still waiting on reimbursement from the DEC grant.

Sidewalks overspent because of increase in materials for the sidewalk project.

Drainage overspent because of additional projects.

Designating Depository Signers

Motion made by Trustee Christie Offen and seconded by Trustee Nikki Whitmarsh to remove Kathleen Carl as a signer on the Canandaigua National Bank accounts because she no longer holds the position of Deputy Mayor and designate the new Deputy Mayor, Leslie Wagar as a signer on the Canandaigua National Bank accounts.

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

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Trustee Kathie Carl	ABSTAIN	Deputy Mayor Leslie Wagar	AYE
Trustee Nikki Whitmarsh	AYE		

Clerk – Anne Hartman

Park Permits

Hold off rental until spring

Unpaid Taxes will be sent to the County for payment on November 1

Trustee Reports:

Deputy Mayor Leslie Wagar – Communications – working on redeveloping the website, Katie contacted our current provider, and he came back with a lower price, Leslie will contact the Pennysaver and Genesee Valley Marketing for more options.

Trustee Christie Offen – DPW and Forestry Board – Both great bunch of people. Briarwood drainage project looks great, it was a lot of work, before budget time recommend Board members go up to the DPW get a tour and see what a great job they all do, they worked together on our late Arbor Day planting trees in the triangle on Rochester and the Sage Marlowe House.

Trustee Nikki Whitmarsh – Planning Board/Zoning Board of Appeals – Attended a remote meeting, they want to change the times of meeting, ZBA meeting (as needed) start at 7pm and PB immediately following.

Trustee Kathie Carl – Finance – will get together with Treasurer and Fire District Treasurer to make the transition

Mayor’s Reports - Eileen Hansen

Looking at whether a new law giving part time employees sick time applies to local governments.
By April 1, 2021 we need to have a pandemic operational plan in place. It refers to essential and non-essential employees, PPE supplies required, etc.

Old Business

Trustee Carl – the public needs to be re-educated on use of recycling totes, they must be closed to keep rain and snow out adding more weight, leave information notes for open lids, do not pick up the next time, consider recycling pick up every week. DPW calendar will go out in December, add procedures to the mailing.

New Business

Review policies schedule
November – Computer, Code of Ethics, Cash receipts, cell phone


Adjournment

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to adjourn the Village Board meeting at 7:51 pm.

Vote: *Carried (5-0)*

Mayor Eileen Hansen	AYE	Trustee Christie Offen	AYE
Trustee Kathie Carl	AYE	Deputy Mayor Leslie Wagar	AYE
Trustee Nikki Whitmarsh	AYE		

Respectfully submitted by,


Anne Hartman
Village Clerk