

Village of Scottsville
Board of Trustees Meeting

Tuesday, December 8, 2020 6:30 pm

Due to COVID restrictions the meeting was held remotely.

Meeting Minutes

Call to Order Mayor Eileen Hansen called the December 8, 2020 Village of Scottsville Board of Trustees to order at 6:34pm.

Pledge of Allegiance to the Flag

Roll Call

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

Absent: Christie Offen, Trustee

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

Approval of Minutes

Village Board Meeting Minutes

Tuesday, October 26, 2020

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to amend the minutes of the *Tuesday, October 26, 2020* to state that the Town of Wheatland collects the taxes for the Fire District.

Vote: Carried (4-0)

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

Tuesday, November 10, 2020

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Nikki Whitmarsh to approve the minutes of the *Tuesday, November 10, 2020* Village Board Meeting as submitted.

Vote: Carried (4-0)

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

Public Before the Board

No Public

Public Hearing Storm Sewer Reserve

Mayor Hansen opened the public hearing by reading the notice from the Sentinel at 7:00pm.

**Legal Notice
Notice of Public Hearing
Village of Scottsville**

PLEASE TAKE NOTICE that the Village of Scottsville Board of Trustees will hold a Public Hearing on Tuesday, December 8, 2020 at 7:00 pm to consider the release of monies already on deposit in the Storm

Sewer Fund for the payment of the Skanex invoice for clearing the storm sewer on Briarwood Lane in an amount not to exceed \$7,800.

Due to Executive Orders 202.1 and 202.15, the meeting will be held remotely.

The meeting can be accessed by phone, dial in at [585-532-5318](tel:585-532-5318) when prompted add the Conference ID: 197 497 322#.

Comments may also be directed to the Clerk at villageclerk@scottsvilleny.org.

Village Board meeting starts at 6:30 pm.

Public Comment opened at 7:02pm.

Public Comment:

No public comment

Public Comment closed and Board Comment opened at 7:02pm.

Board Comment:

No Board comment

Public Hearing closed at 7:03pm.

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Nikki Whitmarsh to release monies now on deposit in the Storm Sewer Fund for the payment of the Skanex invoice for clearing the storm sewer on Briarwood Lane in an amount not to exceed \$7,800.

Vote: *Carried (4-0)*

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

Reports - Attorney Thomas Rzepka

Planning Board and Zoning Board of Appeals local laws have been prepared and ready for public hearing.

Fire Department lease for building and tanker – The Fire District attorney, Ray DiRaddo has more documentation to review.

Set Planning Board and Zoning Board of Appeals Public Hearings

Village of Scottsville NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Scottsville Village Board will be holding a Public Hearing on January 12, 2021 at 7:00 pm to consider Local Law 1-2021 to amend Sections 35-1 and 35-2, Chapter 35, Planning Board.

Due to Executive Orders 202.1 and 202.15, the meeting will be held remotely.

All interested persons will be given an opportunity to speak for or against the above proposed legislation at the time set herein. Comments may be sent via email to

villageclerk@scottsvilleny.org.

A copy of the proposed Local Law will be available in the Village of Scottsville Office, located in the Wheatland Municipal Building, 22 Main Street, Scottsville, New York, during normal business hours.

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Nikki Whitmarsh to schedule a Public Hearing on January 12, 2021 at 7:00 pm to consider Local Law 1-2021 to amend Sections 35-1 and 35-2, Chapter 35, Planning Board.

Vote: Carried (4-0)

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

**Village of Scottsville
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that the Scottsville Village Board will be holding a Public Hearing on January 12, 2021 at 7:15 pm to consider Local Law 2-2021 to amend Section 170-51 A Article X. Board of Appeals.

Due to Executive Orders 202.1 and 202.15, the meeting will be held remotely.

All interested persons will be given an opportunity to speak for or against the above proposed legislation at the time set herein. Comments may be sent via email to

villageclerk@scottsvillenyc.org.

A copy of the proposed Local Law will be available in the Village of Scottsville Office, located in the Wheatland Municipal Building, 22 Main Street, Scottsville, New York, during normal business hours.

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Nikki Whitmarsh to schedule a Public Hearing on January 12, 2021 at 7:15 pm to consider Local Law 2-2021 to amend Section 170-51 A Article X. Board of Appeals.

Vote: Carried (4-0)

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

Sealed Bids Opening

Motion made by Trustee Nikki Whitmarsh and seconded by Deputy Mayor Leslie Wagar to accept the sale of the 1997 Fisher 10ft snowplow to Matthew Bohn for an amount of \$75.00 and the 2005 Fisher 8.5ft. snowplow to Matthew Bohn for an amount of \$350.00 by sealed bid.

Vote: Carried (4-0)

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

Department Reports**Building Inspector/Code Enforcement Officer – Doug Barber**

Quick update from last meeting,

7 Main Street request for an apartment. That plan is no longer in the works, the property is back for sale.

Planning Board will hopefully be deciding on the building lot on Maple, to go from Non building approved to approved. All necessary utilities are already on site or accessible.

New Permits issued:

20-048 35 Rochester Street (shed)

20-049 95 Browns Rd (Fence)

20-050 5 Genesse Street (demo of old shed with new replacement)

Working on Closing out old permits and will be compiling my annual list to be sent off to the Accessors office

Code Enforcement:

Trash and Unregistered cars seem to be the hot topic lately, I have been sending out notices and letting certain residents that they must be removed and trash picked up from property.

Winter parking rules are now in effect and will be keeping an eye out for that.

Fire Marshal:

Continuing with annual inspections and needed.

Thanks, and as always please feel free to contact me with any questions.

DPW – Ken Bohn & Todd Schwasman

Leaf pickup completed (12/7)

Terry Tree to finish removals and trimming this month

Gutter @ Legion to be repaired ASAP by All County Gutter

Currently working on a quote for new 1-Ton

Working on quote for Johnson Park pavilion floor

Treasurer – Katie Garner

Pay Bills:

Motion made by Trustee Nikki Whitmarsh and seconded by Deputy Mayor Leslie Wagar to approve payables on the AP Check Register Report through December 8, 2020 and October prepaid bills, with General Payables totaling \$63,639.88.

Vote: Carried (4-0)

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

Treasurers Report:

Budget Amendment:

	<u>Revenue</u>	<u>Expense</u>
SF.2262.12 - Fire Protection	(58,333)	
SF.3410.2 - Equipment		(3,973)
SF.3410.4 - Contractual		(26,936)
SF.9040.8 - Workers Comp		(6,424)
SF.1910.4 - Insurance		(21,000)
	<u>(58,333)</u>	<u>(58,333)</u>

To adjust SFD budget down for fire department revenue and expenses not expected.

	<u>Revenue</u>	<u>Expense</u>
Federal - CDBG - A.4089	21,338	
Sidewalk Salaries - A.5410.1		11,338
Sidewalk Contractual - A.5410.4		10,000
	<u>21,338</u>	<u>21,338</u>

To adjust budget for CDBG - Sidewalk project - aid received

The amendment has been sent to the Fire District

Motion made by Deputy Mayor Leslie Wagar and seconded Trustee Nikki Whitmarsh to approve the budget amendment as listed for the Fire Department in an amount of \$58,333.00.

Vote: *Carried (4-0)*

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

Motion made by Deputy Mayor Leslie Wagar and seconded Trustee Nikki Whitmarsh to approve the budget amendment as listed for the Community Development Block Grant for the Oatka Place sidewalk in the amount of \$21,338.00.

Vote: *Carried (4-0)*

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

Updates

- Received Qtr 3 Sales Tax came in at \$138,788.98, which was only \$1,117.33 less than last year Q3, we need at least \$235,295.00 for Q4 & Q1(2021) combined to meet our budgeted sales tax revenue
- Retirement Gold Certification – in process of taking training and working with NYS
- Quote for fire facility generator – possibly use reserves? – Mayor and Treasurer will meet to discuss where the funds will come from.
- Talbot Consultant Agreement – Authorize mayor to sign – Treasurer, Mayor and Mr. Rzepka will continue working out the details, should be ready for January.
- KVS Cloud conversion quote (only for discussion) – Current application still works for us, in the future may need to support

Forestry Board Tablet

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to approve the purchase of a tablet for the Forestry Board with funds from the Tree Inventory Grant in an amount not to exceed \$650.00.

Vote: *Carried (4-0)*

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

Clerk – Anne Hartman

Recycling calendars sent out
Rochester Street Historic Advisory Board – two resumes

Trustee Reports:

Deputy Mayor Leslie Wagar – Communications

Working on the website, got three quotes with webpage examples, will continue to work on.

Trustee Christie Offen – DPW and Forestry Board

Absent

Trustee Nikki Whitmarsh – Planning Board/Zoning Board of Appeals

7 Main St. project cancelled
 0 Maple St. PB will declare buildable
 Co-Chair is Kevin Norton

Trustee Kathie Carl - Finance

No report

Mayor's Reports - Eileen Hansen

The triangle at Rochester, Main and River Rd. – residents have asked about a roundabout. NYSDOT will conduct a study

Meeting with the county shared services

Met with Ram Shirvastava from Larson Engineer, we qualify for Climate Smart Community designation which will open up grants available, he will come to the January meeting.

Old BusinessReview Policies

Credit Card – Treasurer, Clerk and DPW have credit cards, they are all kept in the office and taken out when needed

Procurement -

New BusinessReview Policies for January

General Fund Balance

Reserves

Investment

Adjournment

Motion made by Deputy Mayor Leslie Wagar and seconded by Trustee Kathie Carl to adjourn the Village Board meeting at 8:08 pm.

Vote: Carried (4-0)

Mayor Eileen Hansen AYE

Trustee Kathie Carl AYE

Trustee Nikki Whitmarsh AYE

Trustee Christie Offen

ABSENT

Deputy Mayor Leslie Wagar

AYE

Respectfully submitted by,



Anne Hartman

Village Clerk