

Village of Scottsville
 Board of Trustees Meeting
 Tuesday, August 8, 2023 6:30 pm
 Wheatland Municipal Building
 Meeting Minutes

Call to Order Mayor Maggie Ridge called the August 8, 2023 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, Deputy Mayor
 Randall Hess, Trustee
 Wayne LaVair, Trustee

Absent: AJ Peck, Trustee

Also Present: John Mancuso, Attorney
 Anne Hartman, Clerk
 Todd Schwasman, DPW Superintendent
 Approx. 2 Residents

Approval of Minutes

Village Board Meeting Minutes

Tuesday, July 11, 2023

Motion made by Mayor Maggie Ridge and seconded by Trustee Wayne LaVair to approve the minutes of the *Tuesday, July 11, 2023* Village Board Meeting as submitted.

Vote: Carried (4-0)

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

Treasurer – Jen Talbot

Pay Bills:

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to approve payables as listed on the AP Check Register Report through August 8, 2023 and prepaid bills with General Payables totaling \$40,119.73.

Vote: Carried (4-0)

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

Treasurers Report:

Expenses

Overspent Lines	Why?
Unallocated Insurance	(1,053.98)

Budget Transfers:

Account Code	Description	To	From
A.1910.4	Unallocated Insurance	1,054.00	
	Underbudgeted		
A.1990.4	Contingent Account		1,054.00
	premiums increase 8%		

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to amend the 2023-2024 budget for the transfers as listed above from the August 2023 Treasurers Report in the amount of \$1,054.00.

Vote: *Carried (4-0)*

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

Updates:

Properly investing our excess cash flow netted us over \$9,500 in interest in July!

Establish Reserves

IT and Computer Software Reserve Fund

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the IT and Computer Software Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment. The type of software and equipment to be financed from the Reserve Fund is the purchase of computers or related printers/technology and financial software.

The chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Treasurer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Treasurer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

The establishment of the Reserve Fund takes effect retroactively on May 31, 2023.

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to establish the IT and Computer Software Reserve Fund as proposed.

Vote: *Carried (4-0)*

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

Refuse and Recycling Reserve Fund

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the Refuse and Recycling Reserve Fund" (hereinafter Reserve Fund). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of garbage truck repairs, tires and unanticipated costs related to garbage and recycling. The type of services/equipment/repairs to be financed from the Reserve Fund are related to the garbage and recycling services provided by the Village.

The chief fiscal officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law, The Treasurer may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Village. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Treasurer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

The establishment of the Reserve Fund takes effect retroactively on May 31, 2023.

Motion made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to establish the Refuse and Recycling Reserve Fund as proposed.

Vote: *Carried (4-0)*

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

Public Before the Board

Forestry Board, Michael Souers: Todd S. called in for utilities stake out at the triangle, there are no utilities in that area. The Forestry Board would like to make an event for the designation of the park. Fall planting of 6 trees in mid-October and we will buy the Spring plantings on clearance and over winter them.

Main St. needs attention: sidewalks and curbs need maintenance. The Forestry Board will put together a plan. Should look up the old Main St. study that was done several years ago. It will need to be redone. Deputy Mayor Fraser stated that to apply for sidewalk grants we would need architectural plans.

Kevin Marks, PTNY: Thanks to the Village DPW for the help, Eagle Scout constructing kiosk. Completion goal is end of September.

Department Reports

Building Inspector/Code Enforcement Officer

Lots of small permit's decks ,pools and fences. Bigger projects on the table waiting on other board's approval. Working on a few Code enforcement issues mostly just neighbor disputes.

DPW – Todd Schwasman

Last Month:

The roadwork is complete for the year. SuitKote came to oil and stone the roads.
Patches are completed in preparation for next year's roadwork.
Culver pipe on Grenadier was fixed.
Collecting quotes for sewer repair.
One DPW employee completed his CDL course and got his license.
Training is being completed.

Upcoming Month:

Quotes for new shirts and hoodies for employees.
Preparing Johnson Park for the car show and Summerfest.
Fixing a tire on the loader.
Radar signs will go up again on Chili Ave.
Gathering quotes from Skanex for sanitary sewer repair and Kenyon does lining. Work to be done in fall and winter.
Will look into buying vs. renting a sprayer to do the crosswalks.
We are getting complaints about Diana Dr and the big track. We have a plan to complete that, we can patch the bad spots until the gutter work is completed 2024 with a \$65K CDBG.

Clerk – Anne Hartman

Taxes

Treasurer Salary

Motion made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to hire a part-time Treasurer at \$22-25 an hour.

Vote: *Carried (4-0)*

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

Pay out unused carryover

Motion made by Mayor Maggie Ridge and seconded by Deputy Mayor Andy Fraser to unused carry over vacation to Clerk Anne Hartman not to exceed 37 hours.

Vote: *Carried (4-0)*

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

Johnson Park

Refund or reschedule Johnson Park rental – no refunds, but can have rental credit for one year.

Discount for Stonewall Jackson Johnson family reunion - no discount

SummerFest

30 Vendors
10 Community Groups
4 Entertainers
Food Trucks

Trustee Updates:

Deputy Mayor Andy Fraser – Grants and Planning Board/Zoning Board of Appeals
MRG working on Water Quality Improvement grant
CooperVision asking for variance on lot coverage

Trustee AJ Peck – Procurement and ARPA
Absent

Trustee Wayne LaVair – DPW
Covered in Todd's report

Trustee Randy Hess – Historic Commission
To expedite the process and clarify projects, the applicant should be coming to the meetings to discuss their application.

*Deputy Mayor Fraser left at 7:49pm and returned at 7:50 pm.

Mayor's Reports - Maggie Ridge

- Met with Kevin Marks, Pauline Burnes, and Todd Schwasman, to mark out the locations of the improvements to Canawaugus Park. Took some measurements for sidewalks, fencing, and picnic table pads to order supplies.
- Met with a resident who's proposed some ideas for better communication for keeping our residents informed of what's happening in the Village.
- Summerfest is coming along – lots of details and logistics. We have about 30 arts/crafts vendor booths, 10 or more non-profit booths, a Cornhole Tournament, food trucks, talent show, penny carnival and a bike/kazoo parade.
- The final "Concert at the Gazebo" will be this Friday, August 11 at 6:00. Thanks to a generous contribution from CooperVision and food purchases, the American Legion raised enough money to replace the roof on the gazebo. Initial conversations with the Legion and some of the artists indicate that we'll do them again next summer.

Old Business

Heany

New Business**Equipment Reserves Public**

Motion made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to schedule a public hearing on September 12, 2023 at 7:00pm at the Wheatland Municipal Building to expend \$52,059.34 from the Equipment Reserves for a 2023 Ford F250 XL Regular Cab 4x4 purchased off state bid from VanBortel Ford.

Vote: *Carried (4-0)*

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

Declare as Surplus

Motion made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to declare 2012 Ford 250 VIN 1FTBF2B64DEA40370 as surplus and to put it up for auction through Auction International.

Vote: Carried (4-0)

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

Planning and Zoning Board of Appeals

Motion made by Trustee Wayne LaVair and seconded by Mayor Maggie Ridge to allow Attorney John Mancuso to perform Planning Board and Zoning Board of Appeals training to satisfy the four (4) hour annual requirement during regularly scheduled meeting dates.

Vote: Carried (4-0)

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

Executive session

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge and seconded by Mayor Maggie Ridge to enter into executive session at 8:02 pm to discuss pending and threatened litigation.

Vote: Carried (4-0)

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

Motion made by Deputy Mayor Andy Fraser and seconded by Mayor Maggie Ridge to adjourn executive session and return to regular session at 8:07 pm.

Vote: Carried (4-0)

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

Adjournment

Motion made by Deputy Mayor Andy Fraser and seconded by Trustee Wayne LaVair to adjourn the Village Board meeting at 8:07pm.

Vote: Carried (4-0)

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

Respectfully submitted by:



Anne Hartman
Village Clerk