

*Village Board of Trustees  
Meeting minutes of March 18<sup>th</sup> 2008*

Present: Mayor Larry Gurslin  
Trustees Horylev, Gates, Speer & Lee  
Clerk-Treasurer, Janet Surridge  
Supt of Public Works, Tom Tilebein

The meeting was called to order at 6:30 p.m. for the purpose of reviewing the proposed budget for fiscal year 2008-09.

Personnel wage increases were discussed first by the Board.

**Public Works**

Mr Tilebein talked with the Board about the need to set up a special meeting to discuss future Public Works projects. This is becoming important as he will be retiring in a year's time and the Board should be planning on how some of these projects will be financed. The Mayor will set up a meeting in the near future.

The Board then discussed the following items:

- Collecting Sewer fees on the property tax bill: Mrs Surridge presented her research on the subject matter to the Board. There are two options: a) Create a separate line item to display on the tax bill specifically for sewer charges, or b) Eliminate the sewer fund completely and incorporate all expenses into the tax rate. After discussion, the Board chose option (a). Other information presented is as follows:
  - 1) Office staff will have to manually calculate commercial and multi residential sewer charges based on the customer's prior 12 months water consumption.
  - 2) If the Board makes this change, the sewer bills that are mailed out in April will have to be increased by \$9.00 per unit to collect the revenue owed for April & May, 2008.
  - 3) We will have to render a special annual billing for tax exempt properties and out of district customers.
  - 4) A list of advantages for the office team and the bookkeeping procedures was also reviewed.
  - 5) A rate comparison was provided showing what other Monroe County Villages are charging for sewer and how they bill the fees. 90% of them collect sewer fees on the tax bill.
  - 6) If the board makes this change, the 2008-09 budget for the general and water funds will have to be modified by appropriating more money to pay for postage and software support.

**Resolution** Whereas, the Village Board wishes to collect future sewer rents on the property tax bill and to do so the Board will need to adopt a new local law, Now, therefore, be it resolved that the Village Clerk is authorized to create the proposed local law and to schedule the public hearing for April 1<sup>st</sup>, 2008. The Sewer Rents shall be increased from \$54.00/yr to \$58.00/yr for residential properties, and increased from \$11.00 to \$12.00 per 15,000 gallons of water for commercial and multi-residential properties. Motion to approve was made by Trustee Speer, seconded by Trustee Horylev. Carried unanimously 5-0

- Building Department: Mrs Surridge stated that the \$16,000 appropriation for new software was reduced to \$13,000 since the last meeting. The reason being is that the software will be installed on a fewer number of computers in the office.

The Board then reviewed the letter from Attorney Larry Schwind which indicates a potential conflict of interest may exist in that Code Enforcement Officer Mike Lissow is also the Treasurer for the Hilton Parma Fire District. In light of that, the Village Board felt that we should hire an Assistant Building Inspector for the sole purpose of making all

inspections related to the new fire hall being built on Old Hojack Lane. All the paper work would be processed by Mr Lissow in the same manner as if he had done the inspections himself. Discussion followed.

**Resolution** to hire James Ingham as our Assistant Building Inspector at the rate of \$23.00/per hour for the purpose of making all building & fire inspections for the new fire hall that is under construction. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

After reviewing a few other questions, the budget was finalized with a tax rate of \$2.48/per thousand, which is a zero percent increase.

**Resolution** to hold a public hearing on April 1<sup>st</sup> 2008 at 6:30 p.m. for the purpose of reviewing the proposed budget for 2008-09. Motion was made by Trustee Gates, seconded by Trustee Horylev. Carried unanimously 5-0

### **Sale of Village Property**

The Board reviewed correspondence from Allen Fitzpatrick who is a Realtor/Appraiser for Metro Appraisal Associates in regards to how the Village can selectively sell #10 Canning Street by using the "Request for Proposal" approach.

**Resolution** to enter into a Real Estate Sales agreement with Metro Appraisal Associates who shall list the property at #10 Canning Street for sale with the condition that any sale is subject to an acceptable development proposal. Motion was made by Trustee Speer, seconded by Trustee Horylev. Carried unanimously 5-0

### **Voucher**

**Resolution** to authorize the Clerk-Treasurer to remit the sum of \$50.00 to Attorney Larry Schwind to cover the filing fee for the law suit against Alphabet Campus. Motion was made by Trustee Horylev, seconded by Trustee Lee. Carried unanimously 5-0

Meeting adjourned at 9:00 p.m.

Janet Surridge  
Clerk-Treasurer