

**Village Board of Trustees  
Meeting Minutes of March 1, 2011**

Present: Mayor Lee, Trustees Horylev, Gates, Speer, Bimmler  
Village Manager, Janet Surridge  
Superintendent of Public Works, Mike McHenry  
Village Clerk, Shari Pearce  
Code Enforcement Officer, Mike Lissow

Guests: Carm Carmestro, Tom Scheg, Todd Gangross, Mrs. and Mrs. Dave DeConinck

Mayor Lee called the public meeting to order at 5:00 p.m. with the pledge of allegiance to the flag.

**Public Forum**

Mr. Dave DeConinck, 645 Manitou Rd, the director of Cruise Night 2011, was present to update the board on the success of the 2010 season. He requested use of the Hovey Street parking lot and \$350.00 for more flyers and a DJ for the upcoming season. Trustee Horylev stated this event is good for the economy of the Village and it attracts people to our community. He recommended the board approve the \$350.00 toward the operating costs for the Cruise Night 2011 season.

**Resolution** to authorize the Treasurer to expend \$350.00 towards the operating cost of the Cruise Night season. Trustee Bimmler made the motion, seconded by Trustee Speer. Carried 4-1 (Trustee Gates, Budget Director was opposed stating at this time the budget is not looking good and he would not support approving the money.)

Mr. Todd Gangross, 2 Timberwood Drive, has been a Village resident for the past 29 years and would like to vocalize a complaint regarding the parking situation at the post office. When he visits the post office, he has been noticing ten out of twenty-three parking spaces on the south side of the building are taken by employees, which leaves twelve spots for the general public. Mr. Gangross also remarked there is a rumor that the Hilton Post Office is the central hub for the mailings to the surrounding towns. He requested the Village to investigate the parking situation.

Trustee Horylev stated he will take this as a personal assignment and get back to Mr. Gangross and the Village Board with his findings.

The public portion of the meeting was closed at 5:15 p.m.

## **Code Enforcement**

- **Emergency Enclosure Companies:** Mr. Lissow stated there was discussion at the Monroe County Fire Marshal's meeting this past month about the issue of board up companies causing problems at house fires. He noted the problem is county-wide and this will be dealt with at the county level to devise a solution.
- **Hilton Oil Company:** On February 6<sup>th</sup>, the roof on the Klock Oil building collapsed after heavy snowfall. Currently, Mr. Klock is working on removing the asbestos in the building in preparation for the structure to be razed. The tentative date for demolition is the week of March 14<sup>th</sup>; Mr. Lissow stated the sidewalk will be closed for public safety while demolition is taking place.
- **Emergency Operation Center:** Mr. Lissow stated the Fire District is researching the concept of creating a community emergency operation center at the fire house to be equipped as the emergency command post. Mr. Lissow asked the board if they are supportive of this location or prefer another location.

**Resolution** to support the Fire District on the concept of creating a community emergency operation center at the fire house. Trustee Horylev made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

## **Public Work's Report**

**Resolution** to accept the concrete bid from Northrup Material @ \$92.00 /cubic yard. Trustee Speer made the motion, seconded by Trustee Gates. Carried unanimously 5-0.

- **Tree Trimming:** Mr. McHenry reported the tree trimming with the bucket truck is completed. Tree trimming will continue from the ground for the remaining season.
- **Public Safety Radio Antenna:** Mr. McHenry reported Monroe County has approached the Village to allow installation of a one hundred eighty foot radio antenna to be located next to the water tower in the Village. The system is to support Monroe County Public Safety to ensure strong communications during emergencies. The county has considered other locations in the Village, but most likely will commit to the water tower site. The county will be responsible for all the public relations regarding this project and will hold public hearings accordingly. General discussion followed.

## **Clerk's Report**

- Time Warner Cable Franchise Utilities: Last month, Mrs. Pearce informed the board the Village may not be receiving all the franchise fees (utility taxes) that the Village is entitled to. She has contacted Mike Caton, from Computel Consultants, requesting a proposal to authorize him to audit our contract and research if the Village is receiving all the monies they are owed. The consultant fee is 50% of the monies owed to the Village; going forward the Village will collect 100% of the fees.

**Resolution** to hire Computel Consultants, Inc. to audit our Time Warner 5% franchise revenue, recognizing their fee would be 50% of any money that is owed to the Village. Trustee Bimmler made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

Other miscellaneous items were discussed.

### **Village Manager**

- Food Shelf Lease: Mrs. Surridge stated the Board authorized a one year lease for the community food shelf program and she questioned whether or not the Board would be in favor of extending it for a longer period of time. They are pleased with this location and have handicap access, which is very important to them. Mrs. Surridge noted the shared services team has been discussing the possibility of providing space for them and other community groups such as the medical loan closet, furniture alert and clothes closet in a combined building on Old Hojack Lane. The Town of Parma contributed \$1,000.00 to the Village last year to help offset operating costs. Mr. Carmestro was in attendance and the board asked if the Town Board would be willing to contribute towards the operating costs again? Mr. Carmestro remarked he would ask the board at their meeting; however, Mr. Carmestro noted if the food shelf has money available, they should be paying a small portion of rent.

Mayor Lee stated the Community Council of Churches will be meeting this month and discuss the rent situation and get back to the board.

The consensus of the board was for the shared services team to continue pursuing space for the community groups in the new building.

- Community Center Drainage: Mrs. Surridge explained there is a drainage problem on the north side of the Community Center next to the elevator. MRB Engineers inspected the site along with Mr. McHenry and they determined there are two locations in need of repair before serious structural damage occurs. Mr. McHenry explained in detail the repairs needed and how the DPW would complete the work. He recommended the board approve monies to correct the drainage problem and

prevent any further damage from occurring. Trustee Gates concurred with Mr. McHenry's recommendation.

**Resolution** to amend the 2010-11 budget by appropriating \$2,000 to alleviate a drainage concern at the Community Center building. The funds shall be taken from the contingency account. Trustee Gates made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

- Shared services project: Mrs. Surrige reported the team had a meeting with Mr. Bob Hunte and Mr. Martin Hunte to discuss the possibility of purchasing a small piece of land at Omega Consolidated located at 101 Heinz St. The property is adjacent to the Town of Parma garage and the land is desired in order to construct the proposed joint salt storage shed. The Huntees are taking this into consideration and will get back to the team with their decision. Mrs. Surrige reported on the latest environmental issues with the former bus garage located in the Town of Parma compound.
- Skateboarding: Mrs. Surrige distributed local laws from other Villages within Monroe County that have regulations on skateboarding in their Village. She will have a draft local law for consideration at the next board meeting. General discussion followed.
- Worker's Compensation: Mrs. Surrige reported once again, because of our employee's excellent safety record, the Village will be receiving another refund in the amount of \$ 33,598.00 for the calendar year 2010. This will bring the reserve account to \$205,000.00. As a self insured municipality, the Village is liable for up to \$200,000.00 per claim. The Village Board commended all the Village employees for a great job and always being conscientious of safety.

### Vouchers

**Resolution** to approve the abstract of vouchers with the following addition: Rich Maier \$2500. Totals as follows:

General fund	\$	41,730.59
Water fund	\$	26,007.58
Sewer fund	\$	6,060.12
Gas&Electric	\$	886.63
Capital	\$	5704.11
Prepaid	\$	223,560.04
T&A	\$	13,733.71
Total	\$	315,682.78

Motion made by Trustee Horylev, seconded by Trustee Speer. Carried unanimously 5-0.

### **Minutes**

**Resolution** to approve the meeting minutes of February 1, 2011 as written. Trustee Bimmler made the motion, seconded by Trustee Horylev. Carried unanimously 5-0.

### **Citizen of the Year**

The Village Board announced that Mrs. Kay Melvin will be the 2011 Citizen of the Year.

### **Budget Meetings**

**Resolution** that the Village Board will meet on March 22<sup>nd</sup> and March 29<sup>th</sup> at 5:00 p.m. to work on the new budget for fiscal year 2011-12. Trustee Bimmler made the motion, seconded by Trustee Speer. Carried unanimously 5-0.

There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

Shari Pearce, Village Clerk