

Village Board
Tuesday, August 6, 2013
5:00 p.m.

Present: Mayor Lee, Trustees Gates, Speer, Bimmler, Fowler
Village Manager/Clerk Shari Pearce
Village Treasurer, Maryalice Edwards
DPW Superintendent, Mike McHenry
Code Enforcement Officer, Mike Lissow
Recording Secretary, Amy Harter

Absent: None

Guests: Myke Merrill, Ed Allen, Rob Dickerson, Jennifer Green, Paul Frolick,
Wayne Monagan

Code Enforcement's Report

Resolution to authorize the Code Enforcement Officer to attend a one day seminar at the New York State Fire Marshal & Inspector's Association one day conference, September 4th at a cost not to exceed \$150.00. Motion to approve made by Trustee Speer, seconded by Trustee Bimmler. Carried unanimously 5-0.

- Genesee/Finger Lakes Regional Planning Council. G/FLRPC has partnered with The Nature Conservancy to examine a comprehensive approach to floodplain management in hopes to reduce flooding and drainage issues. The Village has been invited to participate in this project. The Town of Greece and Parma have also been invited to take part. There is no cost to the Village, and will be a 18-24 month project. Mike Lissow has met with the group, and recommends that the Village participate.

Resolution to support this partnership allowing the Village of Hilton be involved with the Genesee/Finger Lakes Regional Planning Council and the Nature Conservancy to examine flood plain management. Motion to approve made by Trustee Speer, seconded by Trustee Bimmler. Carried unanimously 5-0.

- Zoning Code: Mike Lissow noted that an email was sent to each Board member with the proposed changes to the current code. Once the Board is in agreement with the changes, a copy will be sent to the Village attorney and the Zoning Board for their review.

- School District project: The proposed fuel island and the bus-parking plan have been submitted at state level and will take a minimum of 12 months to obtain approvals. Mike McHenry replied to Trustee Gates question regarding fencing at the July meeting: He noted that there will be two styles used; an 8' high board on board placed 30' from the sidewalk to screen the fuel island, and an 8' high chain link fence 55' from the sidewalk for security.

Superintendent's Report

- Community Center: The air control system throughout the building has had several issues. A service technician from O'Connor Mechanical examined the thermostats, air movement controls and room heaters. An estimate of \$5000.00 to repair the system was provided. Mr. McHenry is confident the system can operate to its potential with these repairs and recommends hiring O'Connor Mechanical.

Resolution to authorize Superintendent Mike McHenry to hire O'Connor Mechanical at a cost not to exceed \$5000.00 to repair the buildings air control system. The funds will be taken from the Community Center maintenance fund. Motion to approve made by Trustee Speer, seconded by Trustee Gates. Carried unanimously 5-0.

- Veterans Memorial: The Veterans have asked the DPW to take over all maintenance of the area at the Community Center. They are aging and can no longer take care of the memorial. Currently the DPW does the majority of the upkeep; Mike McHenry has agreed to maintain the property entirely.
- Salt Facility update: The project is on budget and on schedule. To date, there have been no additional costs incurred due to change orders.
- 2013 Sanitary Sewer Project: Mike McHenry reported that two bids were received for this project and recommends we accept the low bid from Skanex.

Resolution to authorize the Superintendent to accept the bid from Skanex in the amount of \$117,175.00 for the 2013 sanitary sewer project which includes an alternate bid to include \$18,050 for an additional 361 linear feet of 8" sewer lining from 62 East Avenue to 2 Main Street. Motion made by Trustee Speer, seconded by Trustee Bimmler. Carried unanimously 5-0.

- South Avenue Bridge: The bridge will be milled and the membrane will be replaced. This should take one day. After three days, it will be repaved. There will be one lane closed at a time but the bridge will remain open during the project.
- Lodge improvements: Mike McHenry spoke to the Board about several suggestions that have been mentioned for the lodge including, central air conditioning, gutters and a porch addition. Mike McHenry suggested the Board to consider the options and if these improvements should be done at one time. General discussion followed.

- E-Waste Collection: Chris Tobin, owner of Monroe Tech, has contacted Mike McHenry to solicit our interest in conducting a joint e-waste collection with the DPW on Saturday 8/24/13, 8 a.m. – 12 p.m. This would include all electronics such as: TV's, computer monitors, hard drives, cell phones etc. Monroe Tech and the Village would share the cost of advertising in the Suburban News for two weeks. Monroe Tech will have the items removed for proper disposal. The Village will staff the event with two employees. This is similar to the hazardous waste collection done each June. Mike McHenry expressed the value of this proposition to our residents and the environment.

Resolution to support the DPW to host a joint e-waste collection event on August 24, 2013 with Monroe Tech, using our facility and 2 employees and will share the advertising costs 50/50. Motion made by Trustee Gates, seconded by Trustee Bimmler. Carried unanimously 5-0.

Treasurer's Report

- CHIPS reimbursement: Maryalice Edwards will be submitting the appropriate paperwork for reimbursement of \$63,019.00.
- Retirement Invoice: The Treasurer reported that she received an estimate for the upcoming retirement system invoice, which indicated a cost of \$24,000 more than what was budgeted. No action is required at this time.

Public Forum

Myke Merrill, pastor of Parma Christian Fellowship Church, was present to request permission to use the Community Center grounds to host a free event featuring the Flying Wallendas on August 9th. Each year, the Wallenda family offers a free show to a small community that cannot afford to host such an event. Set up will be conducted Friday afternoon and will not affect the operations of the Community Center. Parking for the event will be located at the Quest and Village Elementary schools. Only handicapped parking will be available at the Community Center. Dr. Merrill explained that the Methodist Church will be used as a backup in case of a weather emergency. The Monroe County Sheriff's Office has been notified of the event, however, they cannot offer assistance as the PGA Golf Tournament is being held this week. There will be hot dogs, pre-packaged snacks, soda and water available. Proof of insurance is pending.

Resolution to authorize the Parma Christian Fellowship Church to use the Community Center building and grounds on August 9th for a community festival featuring the Flying Wallendas pending the proper insurance is provided. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 5-0.

Rob Dickerson, Pastor of LifeQuest Church, requested permission to host their annual "Hullabaloo" here at the Community Center on Sept 7th. They will be offering games and inflatable fun houses, etc. Proper insurance will be provided to the Village Office. They will offer hot dogs and drinks. This is the same event that was held in 2012, it was noted there were no negative issues from that event.

Resolution to authorize the Life Quest Community Church to use the Community Center building and grounds on September 7th for their annual Hullabaloo community festival. Motion made by Trustee Speer, seconded by Trustee Bimmler. Carried 4-1, Trustee Gates opposed.

Manager-Clerk's Report

Resolution to approve training for Shari Pearce and Amy Harter to attend the annual NYCOM Clerks School from September 9th -12th in Saratoga Springs, New York at a cost not to exceed \$2,600.00. Motion to approve made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously, 5-0.

- Records Grant: Shari Pearce explained that she has received an email stating that the Village has been award a substantial grant however, not a single one of the 236 recommended grants has been approved by Budget, though these grants were supposed to be effective on July 1. Additionally, all of the work to be performed will have to be compressed into the months remaining before June 30, 2014. Therefore, it is recommended to have our legislature send a letter requesting that these grants be released immediately.

Resolution to authorize the Manager/Clerk to send support documentation to State officials requesting that the budget authority release these important grant monies to the respective municipalities. Motion to approved made by Trustee Speer, seconded by Trustee Bimmler. Carried unanimously 5-0.

- Passports: Trustee Bimmler expressed his disappointment that the Village of Hilton has been rejected as a passport agency. Mayor Lee sent a letter to the Department of State after the original rejection in hopes to appeal their decision to no avail.
- Hilton Community Childcare: The lease has been updated to reflect their change in ownership from two owners to one owner.
- Via Dance: Shari Pearce has negotiated a 9-month lease with Via Dance this has been extended through May 31, 2014. The business hours have been slightly adjusted to accommodate the owners class times.

Resolution to enter into a 9 month lease from September 1, 2013 – May 31, 2014 with Via Dance. Motion made by Trustee Speer, seconded by Trustee Bimmler. Carried unanimously 5-0.

- Disaster recovery plan: An additional server has been purchased and installed this will be placed in the DPW for the protection of the Village office network. Shari Pearce reported this should be in place within the next week.
- Village Office: The carpeting in the Treasurer's and Manager's Office needs to be replaced. The Board authorized the Village Manager/Clerk to obtain a cost estimate for next month.

Discussion

- Adopt a Welcome to Village sign concept: Mayor Lee commented that Donna LaForce plants flowers every spring in front of the Village sign on South Avenue. He suggested we ask neighbors close to our other signs to plant and keep up the other sign locations. No decision was made.
- Walt Horylev Civic Beautification Award Presentation: The award will be presented at the September meeting.

Minutes

Resolution to approve the meeting minutes of July 9, 2013 as amended, motion made by Trustee Bimmler, seconded by Trustee Gates. Carried unanimously 5-0.

Vouchers

Resolution to approve the abstract of vouchers with the following additions: \$625.00 Rose & Kiernan, \$26.70 Mountain Glacier, \$97.07 John Rawlings, \$22.60 Doug Walker, \$44.13 Carl Frank, \$310.30 Robert Linton. Motion made by, seconded by. Carried unanimously 5-0.

General Fund	\$ 53,267.22
Water Fund	\$ 28,700.55
Sewer Fund	\$ 2,674.27
Gas & Electric	\$ 788.61
Prepaid	\$ 182,895.79
Trust & Agency	<u>\$ 16,342.01</u>
	\$ 284,668.45

There being no further business, the meeting was adjourned at 7:15 p.m.

Respectfully Submitted,

Amy Harter, Recording Secretary