

**Village Board Meeting  
Minutes of October 3, 2017**

Present: Mayor Lee, Trustees, Burritt, Gates, Speer, Zabelny  
Village Manager/Clerk, Shari Pearce  
DPW Superintendent, Mike McHenry  
Village Treasurer, Maryalice Edwards  
Code Enforcement Officer, Mike Lissow  
Deputy Clerk, Amy Harter

Guests: Greg Grieb, Donna & Richard LaForce, Richard Bjornholm,  
Engels Guldani and family

Mayor Lee called the meeting to order at 5 p.m. with the pledge of allegiance followed by a moment of silence.

**Recreation Report**

Tom Venniro, Recreation Director, gave his report. Make a Difference day will be October 28<sup>th</sup>. A blood drive is being held in honor of an employee's family member.

**Code Enforcement**

Regional Local Government Workshop: Mike Lissow is seeking authorization to attend this year's session in Batavia.

**Resolution** to authorize the Code Enforcement Officer to attend the Regional Local Government Workshop on November 17<sup>th</sup> at a cost not to exceed \$75. Motion made by Trustee Speer, seconded by Trustee Burritt. Carried unanimously, 5-0.

Stormwater: Mike Lissow reported for the last several years he has worked with the Floodsmart Group. The area of focus was Village II Apartments. The owners have expressed interest in seeking options to minimize erosion on their property. They have submitted a letter of support for a grant opportunity to have an engineering study done. Stevie Adams, from the Nature Conservancy is seeking a grant to cover funding for an engineering study of Salmon Creek from 135 South Avenue to 6 Upton Street. This grant would not require matching Village funds.

ISO: In 2016 the Insurance Service Office conducted a Building Code Effectiveness Grading Analysis of the Building Department. This review analyzes the building codes adopted by the Village and the efforts put forth to properly enforce the codes. The rating scale is 1-10, one being the best. Our rating for commercial and industrial properties has improved to 3, and the residential rating improved to 4. These are excellent numbers; the average in New York State for both types is 7. Mike noted the improvement is based on a number of items; including training and software used by the Building Department.

### **Treasurer's Report**

**Resolution:** amend the 2017-18 budget as follows: To recognize donations for a memorial bench for Charlie Kimball. The motion was made by Trustee Zabelny, seconded by Trustee Gates. Carried unanimously, 5-0.

Increase revenue	\$1,322.96	A2705
Increase expense	\$1,322.96	A27110.40

### **Superintendent's Report**

Community Center: Mike McHenry reported MRB Group has provided a quote to prepare bids and specs to replace the electric service and main disconnect at a cost of approximately \$2,600.00.

Carter Drive culvert: The final approval has been received; therefore reimbursement for \$27,434.00 for engineering costs can be submitted. Mr. McHenry will schedule a bid opening for this project on 11/30/2017.

**Resolution** to authorize the DPW Superintendent to obtain bids for the Carter Drive culvert project on November 30, 2017. Motion made by Trustee Gates, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Leaf Collection: This will begin October 16<sup>th</sup> and will continue through December 1<sup>st</sup>.

Sidewalks: The gutters and sidewalks have been poured and completed on Little Tree Lane. Mike McHenry will be seeking reimbursement from a \$72,000 grant given by Monroe County.

Mockingbird Lane: The road has been milled and paved; this project has been completed. Mike explained the residents may request permission to close the road for a block party next spring or summer.

Shared Services: Mike McHenry reported the DPW utilized equipment and manpower from Brockport and Spencerport. Both Clarkson and Parma also provided equipment. This was for the milling and paving on Mockingbird Lane.

## Public Hearing

Mayor Lee opened the hearing for public comment at 6:00 p.m. to consider Local Law 4, 2017 to add the following to the Traffic Control Law, Section 21-4;

- (32) Parking shall be prohibited at all hours of the day and night on Grove Street.

Greg Grieb, 32 Grove Street: Mr. Grieb explained that the houses are close to the road resulting in short driveways. This is a problem for having visitors, especially those that are elderly. Mayor Lee offered that extra parking is available at the Community Center. Mr. Grieb asked if this was brought about from the Fire Department as there are two entry points to Grove Street. Mike Lissow said this was not a request from the Fire Department. Mr. Grieb stated he is opposed to prohibiting street parking.

Shari Pearce read a letter submitted by property owner Kurt Tooms as follows:

*Hello, My name is Kurt Toombs. I own the property located at 18-20 Grove Street. Recently I was notified by the VOH of a proposal to ban parking only in front of 14,16,18 and 20 grove street and one other residence that I do not recall the address of. I spoke with Shari Pearce regarding this proposal and she informed me this was proposed due to the fact that school busses have a difficult time making the turn. I agreed with her as I have witnessed this issue myself. Therefore I did not have any opposition to the proposal. Recently I received another letter stating a new proposal to ban parking on all of Grove St. and for all hours of the day. After much thought and some research I feel the need to state my opinion. With all due respect, I would disagree with this proposal as it is written. I have come to know the VOH staff and it's my opinion they have been very cooperative and reasonable to work with and therefore I would hope these comments will be thoroughly considered. I would like to first and foremost put the school bus and safety of our school children at top priority. I absolutely agree to NOT allow any parking on Grove street during the hours the busses utilize the roads to transport children. Per Karen Kanous at the Hilton school Dept of transportation, the busses are in operation between the hours of 7:00 to 9:00AM and 2:00 to 4:30 Pm. Outside of these hours, I feel the Taxpaying people of Hilton deserve the right to utilize street parking when necessary. Eliminating the right to park on the street causes hardship for taxpaying people. I myself would not have a place to legally park my truck and trailer when I come to this property to do maintenance. People having a gathering would not have a place for their guests to park. Another option to consider as this street is a bit on the narrow side, would be to only allow parking on one side of the street. I honestly feel with a little creativity we can protect the safety of our children without negatively affecting our community. So to recap I would suggest no parking on either side of grove street between the hours of 7-9 am and 2-4:30 pm. and possibly only allow parking on one side of street to reduce congestion. If snow removal is an issue I believe there is already an ordinance in place from November 1st thru April 1st.  
Thank you for your consideration,  
Kurt Toombs*

Bob Hunte, owner of 101 Heinz Street: Mr. Hunte suggested limiting the time of prohibited parking.

Karl and Cheryl Fishbaugh, 53 Grove Street, submitted a letter in support of the local law to prohibit parking.

After all persons being heard, Mayor Lee closed the hearing for public comment at 6:35 p.m. The board agreed to table the item for further discussion. This will be on the November agenda.

### **Public Forum**

Joel Weber, from Boy Scout Troop 99, asked for permission to use the Village Park and Jennejahn Lodge for their Klondike Derby campout. The building has been booked the weekend he is requesting; he will seek the use of another facility.

Richard Bjornholm, Chairman of the Zoning Board of Appeals provided a written recommendation pertaining to solar panels in the residential district. The Village Board will review the document and relay their opinions back to the ZBA.

### **Managers' Report**

6 Upton St Great Lakes Classic Cars: Shari Pearce reported a request has been made for a tax search for this past month, this typically signals that a closing date is near.

Merit Raises: Shari Pearce had conversations with NYCOM and The Comptroller's Office in regard to merit raises for our employees based on performance. They have both explained it is not a permissible action for local governments. The Village Board will comply with their recommendation.

2016 ADA Community Center Grant: Shari Pearce reported the bid opening was held on September 28<sup>th</sup>; three bids were received. The low bidder was DioGuardi Construction, Inc. This company is in good standing according to MRB Group and Monroe County. The HUD forms are satisfactory as well. The bid amount is for \$30,650, which is below the awarded amount of \$32,000. No Village monies for the project are needed.

**Resolution** to accept the bid from DioGuardi Construction in the amount of \$30,650, and to authorize Mayor Lee to sign the necessary documents. The motion was made by Trustee Speer, seconded by Trustee Burritt. Carried unanimously 5-0.

E-Code: Shari reported that General Code has invoiced the Village for annual maintenance for the upcoming year. Since we are not yet utilizing the program, she was able to have the bill reduced to \$595. Larry Schwind has reviewed all of the codes that Mike Lissow has submitted. Mike is still working to finish his portion of the project. Shari would like to set the public hearing soon.

## Community Center:

- Dance rooms: An advertisement for the available space for rent was placed in the Greece Post, no inquiries have been made. Signs have been ordered and are expected to be installed within the week.
- Dance rent: A letter was sent to the business owner offering a reduction in rent if paid by September 28<sup>th</sup>. No response has been received.

Special Police: There was a special police meeting held on September 18<sup>th</sup>; the team discussed the insurance requirements. Since the Town of Parma is the only entity that can legally employ Special Police, the Town must accept and insure the special police. After speaking with Mary Gavigan, Town Finance Director, regarding the insurance, she felt it would be best to have the team meet with their insurance representative to discuss the matter. The team held another meeting on September 25<sup>th</sup>. There were at least two representatives from each municipality present. There was a detailed discussion surrounding this topic; it was concluded that in order to move forward, the Town of Parma would have to endorse and insure both liability and worker's comp for the force.

Also, since the entire team was present, the team went through the Town's version of the Intermunicipal Agreement line by line and made recommendations and corrections. The Town Board is expected to make a decision on insurance at their next meeting. At that time, a final draft of the agreement will be submitted to the municipalities. Larry Schwind submitted a revised version of the agreement, the team preferred to use the Town's agreement. The Village Board had no objection to using the Town's version.

Candidate: An interview was conducted on September 25<sup>th</sup> for Peter Colombo. If he is selected, this would bring the total volunteers to four. A decision is expected at the next Special Police meeting on October 11<sup>th</sup>.

NYS Paid Family Leave Act: Shari Pearce met with our health insurance consultant; he highly recommended not offering this program. Since the Village does not offer NYS disability, we are out of the program. The board agrees with the recommendation not to offer the NYS Paid Family Leave Act. Shari will inform the employees of this.

Safety Plan: Shari Pearce intends to address the safety plans with the Community Center tenants this fall.

Franchise Cable Agreement: Chris Mueller from Spectrum stated that the agreement is being reviewed by their attorney.

Unionville Station: No further action has taken place from Joe Sciortino this past month. The Village will not release the letter of credit in the amount of \$31,444.16 until his work is complete with the stub road.

Parking Tickets: A meeting was held between Mayor Lee, Shari Pearce and Monroe County Sheriff, Captain DelGudico, earlier in the month. Mayor Lee, Mike Lissow and Shari then met with the Parma Town Judges and the Court Clerk last Friday. The Judges recommend the Village instruct the Sheriffs' use their regular tickets and prosecute all parking traffic violations under NYS Traffic and Vehicle Law, §1200-D. Should a defendant plead not-guilty and request a trial, the Assistant District Attorney would then oversee the case; therefore, the Village Attorney would not need to be involved. The fees will be collected by the Town of Parma. A local law is required to reflect the change, likely to be scheduled at the November meeting.

Office Personnel: There has been a change to the timing of the medical leave of an office employee. Her leave would begin October 10<sup>th</sup> and is expected leave to be out 4-5 weeks. Shari is recommending hiring Jane Gates during her leave on a temporary, as need basis.

**Resolution** to authorize the Village Manager to hire Jane Gates on a temporary, as needed with a rate of pay of \$14.00 per hour. This will cover the medical leave of Debbie Jones. Trustee Speer made the motion, seconded by Trustee Zabelny. Carried 4-0-1, Trustee Gates abstained.

Court: Kyle Mattle appeared in court on Thursday, September 28<sup>th</sup> and the Judge ordered him to fifteen days in jail and a \$250.00 maximum fine. This matter is closed.

Election: The next Village Election is on March 20, 2018. Shari Pearce will be working with the county on the proper notices and paperwork. A timeline for all the candidates will be prepared by the end of December.

Walt Horylev Civic Beautification Award: This year's award was presented to, Engels Guildani, owner of Great Lakes Classic Cars. Many family members were in attendance. A short reception was held and many well wishes were extended. Mr. Guildani expressed his deep appreciation to the Village administration for their support.

**Vouchers**

**Resolution** to approve the vouchers as with the following additions: \$6,458.38 Pro Carpet, \$62.62 Dell, \$1077 Empire State Weeklies, \$55.04 Safeguard, \$61.57 Tops Market. Motion made by Trustee, seconded by Trustee Zabelny. Carried unanimously, 5-0.

Prepaid	\$ 5,875.04
T&A	\$24,062.16
General	\$85,403.49
Water	\$31,131.88
Sewer	<u>\$85,753.79</u>
Total	\$232,226.36

**Minutes**

**Resolution** to approve the meeting minutes of September 5, 2017 as presented. Motion made by Trustee Burritt seconded by Trustee Zabelny. Carried unanimously, 5-0.

**Adjournment**

There being no further business, Trustee Speer made a motion to adjourn at 7:28 p.m., seconded by Trustee Gates. Carried unanimously, 5-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk