

## **Village Board Meeting Minutes of March 18, 2020**

Present: Mayor Lee, Trustees Fowler, Speer, Zabelny  
Village Manager/Clerk Shari Pearce  
Village Treasurer, Maryalice Edwards  
DPW Superintendent, Mike McHenry

Absent: Trustee Gates  
Code Enforcement Officer, Mike Lissow  
Amy Harter, Deputy Clerk

Guests: Tom Venniro

Mayor Lee called the meeting to order at 1:00 p.m. with the pledge of allegiance followed by a moment of silence. The meeting was held in the Ingham room of the Community Center.

Shari Pearce gave opening remarks about the budget and the strategies the team used to estimate revenue and expenses.

Maryalice Edwards provided a Power Point presentation which covered the expenses and revenues of each fund. She noted that to stay within the tax cap, the board can raise taxes \$.04 per thousand. She noted the fund balance is lower than the previous years, which was a recommendation from the State Audit.

Shari Pearce spoke on the costs of the Community Center and the Village Office. The Village Office needs an upgrade, included the budget is money to begin saving for the remodel. Shari noted this project will be over two fiscal years. Shari also stated included in this budget for the community center is new carpeting for rooms, continue with the pointing, new tables and installation of a generator.

Mike McHenry covered the DPW expenses as well as street maintenance, sidewalk replacement, equipment purchases, street lighting, etc. Included in this budget is a new refuse truck, zero turn mower and cross walk striper.

The board made decisions on the following items:

- Sales Tax Appropriation – reduced what was originally proposed to \$1,337,000
- Employee and Board Wages will be discussed in executive session. It is proposed hourly wage increase across the board is 3%.
- Employee Health Insurance, there will not be any changes to the plans and employee contributions for the plan year 2020.
- Water Rate Increase – there is not a water rate increase proposed, the board agreed to increase the daily charges to mirror the Monroe County Water Authority’s charges.
- Sewer Rate Increase - there is no sewer rate increase proposed in the 2020-21 budget

**Resolution** to authorize the Village Manager/Clerk to advertise for the proposed budget public hearing 2020-21 on April 7, 2020 with a proposed tax rate of \$2.61 per thousand. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 4-0.

### **Discussion**

Based on the current situation of the COVID-19 virus, the Village DPW and Village Office will reduce staff by 50% for both departments. The Community Center will close to the public at 6:30 p.m. this coming Friday, March 20<sup>th</sup>. The Community Center will remain open for the tenants that are considered essential by NYS. Thus far the essential tenants are the Village Office, Town Offices, Food Shelf and the Daycare center.

The board has also agreed to cancel the next budget meeting on March 24<sup>th</sup>. Cancel the two special meetings on April 1<sup>st</sup> and 14<sup>th</sup>.

**Resolution** to cancel the budget public hearing on March 24, 2020. Motion made by Trustee Fowler, seconded by Trustee Zabelny. Carried 4-0.

**Resolution** to cancel the two special meetings on April 1, 2020 and April 14, 2020. Motion made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously 4-0.

**Resolution** to reschedule the annual meeting appointments until the May 2020 meeting. Motion made by Trustee Speer, seconded by Trustee Fowler.

## Reserves

The board discussed the refund for the 2019 worker's comp plan year. The Village is set to receive \$68,004 in a refund. The board has elected to place \$35,000 into the land reserve. The remaining amount of \$33,004 to be put into the worker's comp reserve plan.

**Resolution** to deposit \$35,000 from the 2019 worker's comp refund into the stock-pile reserve. Motion made by Trustee Speer, seconded by Trustee Fowler, carried unanimously 4-0.

**Resolution** to deposit the remaining \$33,004 from the worker's comp refund into to the worker's comp reserve fund. Motion made by Trustee Zabelny, seconded by Trustee Speer. Carried unanimously 4-0.

The board also discussed depositing the remaining electric fund monies of \$128,357.48 into two reserve accounts. The board determined to transfer \$84,000 into the Henry Street reserve fund and the remaining \$44,357.48 into the DPW building reserve account.

**Resolution** to transfer \$84,000 from the electric fund savings account into the Henry Street reserve fund. Motion made by Trustee Speer, seconded by Trustee Fowler. Carried unanimously 4-0.

**Resolution** to transfer the remaining amount of the electric savings account balance of \$44,357.48 into the DPW building reserve account. Motion made by Trustee Zabelny, seconded by Trustee Fowler. Carried unanimously 4-0.

## Executive Session

Motion to enter Executive Session to discuss employee wages, Motion made by Trustee Fowler, seconded by Trustee Gates. Carried Unanimously, 4-0.

Motion to exit Executive Session made by Trustee Fowler, seconded by Trustee Speer. Carried unanimously, 4-0.

## Adjournment

Motion to adjourn the meeting at 4:25 p.m. was made by Trustee Speer, seconded by Trustee Zabelny. Carried unanimously, 4-0.

Respectfully Submitted,

Shari Pearce, Village Manager/Clerk