

**Village Board
Meeting Minutes
October 3, 2023
Approved**

Present: Mayor Lee, Trustees, Fowler, Speer, Zabelny
Trustee Farrell via Zoom (Did not vote)
Village Manager Shari Wilson-Pearce
Treasurer Maryalice Edwards
Code Enforcement Officer Mark Mazzucco
Deputy Clerk Amy Harter
DPW Superintendent Jeff Pearce
Asst. Superintendent Chad McManus

Guests: Debra Hebing, Linda Viney, Ignatio LaDelfa, Dave Olney

Mayor Lee called the meeting to order at 5 p.m. with the Pledge of Allegiance and a moment of silence. The meeting was held in the Board Room and was available via Zoom.

Recreation Report

Tom Venniro updated the board on the dog park currently under construction which will open in the spring. He noted that the Town of Parma is updating their Comprehensive Plan. Ryan continues to host meetings pertaining to the Solar Eclipse in April.

Code Enforcement

Empire Code Services: Mark Mazzucco recommends hiring Empire Code Services to review the plans for Providence Housing's senior apartments and church renovation. The permit process will be handled by Mark including all inspections. Empire Code Services has provided the Village in the past with fire inspections. The company reviews plans of this magnitude on a regular basis, this will assist Mark manage his current workload. The review is expected to take 30-45 days.

Trustee Speer noted he has reservations about the cost being inexpensive for a project of this size. He stated he will be a watch dog on this project. Mayor Lee recommended weekly meetings to review the project, Trustee Speer agreed.

Resolution to authorize the Code Enforcement Officer hire Empire Code Services to conduct a Plans and Specifications Review for the St. Leo Senior Apartments and the former St. Leo's Church Renovation Project as a cost of \$450.00, this includes 11 third party inspections. Motion to approve was made by Trustee Zabelny, seconded by Trustee Speer. Carried 4-0.

Treasurer

Maryalice Edwards reported the retirement cost was \$400 higher than what was budgeted.

DPW Superintendent

Water Update: Jeff Pearce is nearly finished with the due diligence report as requested by Monroe County Water Authority. It will be sent to them in the next few days. The bid for the South Avenue water project will be ready in November/December with an anticipated start date of April.

Mayor Lee expressed his gratitude to the DPW and Office staff for their assistance during the Apple Fest. He noted without everyone's cooperation, the event would not happen.

Employee: The board discussed the need to hire another DPW employee. Previously the board votes to approve a hire after the Superintendent makes the recommendation. With a tough job market, the board would like to authorize the Superintendent to hire an employee within the current bracket at his discretion.

Resolution to authorize the DPW Superintendent to hire a DPW employee within the current wage bracket. Motion made Trustee Speer, seconded by Trustee Fowler. Carried 4-0.

Manager

Greenlight: The Manager and DPW Superintendent met with the Greece DPW to discuss processes and permit fees when working in the Right of Way. The Village has not required any work permits in the past. They shared their Right of Way permit and fee structure and insight to help navigate the process. A permit will be created and will be required by those who will work within our Right of Way. This documentation will be provided at the November meeting for board approval.

Snow plowing: The Town of Parma is working with the Fire District on a fee structure for them to plow their property. The consensus is the Village is not plowing the Fire Department moving forward.

Zoning Code Update: An advisory committee meeting is scheduled for Saturday, October 14th at 9 am. the group will tour the Village. Shari has completed the requirements for the RFP's.

Ambulance: Shari reported it would cost approximately \$25,000 to conduct a study pertaining to dedicated service to the community. The board agreed that is not feasible. Shari noted the Town of Parma is not interested in partnering with the Village for a study. The last meeting with Monroe Ambulance was held in August, and another will be scheduled in the next several weeks to review the documentation of calls.

Green Lane parking: A letter was sent to the resident seeking his cooperation by not blocking traffic flow within the neighborhood. He happened to stop into the office and spoke with Amy Harter. She asked if he had received the letter and had any feedback. He replied there is no law against what he is doing. Amy explained to him that the board is ready to create a local law prohibiting parking within the cul-de-sac. Since he did not appear to take the situation seriously, the board is ready to move forward with the local law.

Resolution to advertise a public hearing November 7th to consider Local Law 4, 2023 to prohibit parking in front of 11, 12, 13, 14, 15 Green Lane. Motion to approve made by Trustee Fowler, seconded by Trustee Farrell. Carried 4-0.

Providence Housing: Representatives from Providence have inquired about not providing a letter of credit for their project, their reason is to save money. If the project were to stall or fail; the Village would be left without recourse to have the work completed. Shari Pearce recommends they be required to provide a letter of credit. The board agreed.

Public Forum

Mayor Lee opened the meeting at 6 p.m.

Dave Olney, 6 Cross Lane, stated the fact there is no dedicated ambulance, the Hilton Fire Department continues to have a strain on their members. He talked about response time and that the ambulance frequently comes from a distance. He also noted that he would like to see the reports. It was explained that the Chief and Fire Commission are given all the reports. There was a lengthy discussion about the problems within the EMS system across the state and the burden it is putting on volunteer departments. Trustee Zabelny explained that each call is reviewed and Monroe is forthcoming with all their information. It was noted that the Town Supervisor will be discussing this issue again next year, they must make a decision to move forward with a dedicated ambulance first.

Minutes

Resolution to approve minutes of September 5, 2023 as presented. Motion to approve made by Trustee Fowler, seconded by Trustee Speer. Carried 4-0.

Vouchers

Resolution to approve the October vouchers for payment to include the following additions: First Bankcard \$42.95, Jim Barnhard Chevrolet \$98,509.43, David Crumb \$65.58, Jackson Welding \$17.49, Lacy Katzen \$3,938.25, Lamont Awards \$18.75, Red Wing shoes \$190.00. Motion to approve the vouchers made by Trustee Speer, seconded by Trustee Zabelny. Carried 4-0.

Prepaid	\$ 5321.15
TA	\$23880.34
General	\$ 165,174.23
Water	\$36559.81
sewer	<u>\$ 740.00</u>
Total	\$231,675.53

Discussion

Trustee Speer noted the Recreation Director updated the board on recent events. He mentioned that Erie County has a budget for volunteer Fire Departments and is helping with their ambulance issues.

Adjournment

There being no further business, Mayor Lee made a motion to adjourn the meeting at 7:10 p.m. seconded by Trustee Speer. Carried 4-0.

Respectfully Submitted,

Amy Harter, Deputy Clerk