

VILLAGE BOARD MEETING
January 7, 2004

CALL TO ORDER: 7:03 p.m.

The Pledge of Allegiance was led by Mayor Walker.

BOARD MEMBERS PRESENT

Theodore E. Walker, Mayor
Theodore E. Rauber, Trustee
Steven T. Russell, Trustee
Timothy M. Peer, Trustee

BOARD MEMBERS ABSENT

Glenn G. Granger, Trustee

OTHERS PRESENT

Alan R. Scheg, Village Administrator
Pamela J. Gilbert, Village Clerk
Thomas M. West, Superintendent of Public Works
John E. Linder, Superintendent of Electric
Richard J. Olson, Village Attorney

APPROVAL OF MINUTES

Motion was made by Mayor Walker, seconded by Trustee Rauber and carried that the minutes of the regular meeting held December 3, 2003 be approved as read.

Motion was made by Mayor Walker, seconded by Trustee Rauber and carried that the minutes of the meeting held December 17, 2003 be approved as read.

PRIVILEGE OF FLOOR

Nothing requiring Board action.

Sewers Committee – Trustee Rauber, Chairman

Nothing requiring Board action.

Planning/Zoning/Building Control – Trustee Rauber, Chairman

A. Planning

Trustee Rauber stated that the Planning Board met with the owners of Village Woods Plaza to discuss a common theme for signage for the plaza. The Board is still working on signage for the ARB transition. Next month they will be meeting with Café' shop owners; the proposed location is at the corner of RT. 259 and Rt. 31.

Trustee Rauber also invited up to three Planning Board members to attend this years Main Street USA in Canandaigua, New York.

B. Zoning

Nothing requiring Board action.

C. Building Control

Nothing requiring Board action.

D. Code Review

Trustee Rauber stated the Code Review Committee is working on the sign book of Spencerport.

E. Architectural Review

Trustee Rauber mentioned that at the December meeting they tabled sign approval for Spencerport Physical Therapy, 37 N. Union Street.

Finance Committee – Trustee Russell, Chairman

The Board unanimously acknowledges receipt of monthly investment of consolidated Village funds, Insured Municipal Money Market, HSBC, 1.32%. It is down .01% from prior month.

1. Resolution – Account Transfers.

RESOLUTION 50 1/04

Introduced by Trustee Russell
Seconded by Trustee Peer

Resolved, that the Village Board hereby authorizes the Village Treasurer to perform the following budget transfers:

From Account	Amount	To Account
A1990.400 Contingency	\$1,500.00	A1620.200 Shared Bldgs. - Capital
A5110.100 Highways Salary	\$4,000.00	A5410.100 Sidewalks Salary
A5410.200 Sidewalks-Capital	\$550.00	A5410.400 Sidewalks Contractual
A8010.400 Zoning Contractual	\$200.00	A8020.100 Planning Salary
A8160.100 Refuse Salary	\$11,100.00	A8170.101 Leaf Pick-up Salary
E741.420 Operation/OH Dist Lines	\$500.00	E741.200 Distribution Expense
F8320.400 Source of Supply	\$400.00	F9189.801 Accrued Benefits
G8120.400 Sanitary Sewer Capital	\$500.00	G8120.200 Sanitary Sewer Contractual
G8130.401 Sewage Treat – Sludge Process	\$1,300.00	G8130.202 WWTP Major Purchases
G8130.401 Sewage Treat-Sludge Process	\$1,000.00	G8130.403 Sewage Treat Equip/Chemicals

Vote of the Board: Theodore E. Rauber, Trustee Aye
Steven T. Russell, Trustee Aye
Timothy M. Peer, Trustee Aye
Theodore E. Walker, Mayor Aye

Facilities Committee – Trustee Russell, Chairman

A. Electric

1. Resolution – Execution of Contract Extension – Power Authority.

RESOLUTION 51 1/04

Introduced by Trustee Russell
Seconded by Trustee Peer

Resolved, that Mayor Walker is hereby authorized to sign the Amendment to Contract between the Village of Spencerport and the Power Authority of the State of New York. This amendment is extending the “1991 Amendment for providing the supply of Authority electric service to customer including the sale of firm hydroelectric power and associated energy subject to the preference provisions of the Niagara Redevelopment Act. Such extension is to September 1, 2025.

Vote of the Board: Theodore E. Rauber, Trustee Aye
Steven T. Russell, Trustee Aye
Timothy M. Peer, Trustee Aye
Theodore E. Walker, Mayor Aye

B. Other (Drainage, Franchise)

Trustee Russell acknowledges receipt of the letter from Time Warner Cable regarding their Programming Affiliate Agreements.

Public Works Committee – Trustee Granger, Chairman

A. Highways/Garage

1. Resolution – Authorizing Architectural/Engineering Services Proposal/Contract for Pre-Engineered Building at Public Works & Electric Dept. Facility.

RESOLUTION 52 1/04

Introduced by Mayor Walker
Seconded by Trustee Rauber

**RESOLUTION AUTHORIZING
ARCHITECTURAL/ENGINEERING SERVICES PROPOSAL/CONTRACT
FOR
PRE-ENGINEERED BUILDING AT
PUBLIC WORKS AND ELECTRIC DEPARTMENT FACILITY**

WHEREAS, the Village, in its FY2003/2004 Annual Budget, set aside monies to construct a new pre-engineered building at the Public Works and Electric Department facility on West Avenue, and

WHEREAS, the project requires both architectural and engineering services for preparation of contract documents and limited assistance during bid and construction phases, and

WHEREAS, the following two firms responded on December 31, 2003 to the Request for Proposals (RFP) dated December 8, 2003 which outlined necessary architectural and engineering services:

<u>Firm:</u>	<u>Fee for Services:</u>
Labella Associates, PC	\$23,000 LS for Contract Documents, Bid and Construction Phase Services + \$1,200 for Geotechnical Services + Reimbursable expenses during Bid Phase and mileage
MRB/group, PC	\$16,000 LS for Contract Documents, Bid and Construction Phase Services + \$1,200 for Geotechnical Services + Reimbursable expenses during Bid Phase

And WHEREAS, the Proposal/Contract received from MRB/group meets the requirements of the RFP and is the lowest cost proposal received,

NOW, THEREFORE, BE IT RESOLVED

SECTION 1: That, on behalf of the Village, the Mayor or Administrator is hereby authorized to sign MRB/group's "Architectural/Engineering Services Proposal/Contract", dated December 31, 2003, for a new pre-engineered building at the Public Works and Electric Department facility on West Avenue per the fee schedule outlined in the Proposal/Contract.

SECTION 2: That MRB/group shall complete all work detailed in the proposal/contract to allow for construction of contracted improvements by fall, 2004.

SECTION 3: That this resolution is effective immediately.

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Steven T. Russell, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

B. Public Services (Refuse, Recycling, Parks)

Nothing requiring Board action.

Public Safety Committee - Trustee Granger, Chairman

A. Fire Department

Nothing requiring Board action.

B. Police

Nothing requiring Board action.

Human Resources Committee - Trustee Granger, Chairman

1. Resolution - Policy Manual Change - Death in Family.

Introduced by Mayor Walker
Seconded by Trustee Russell

Resolved, that the Village Board for the Village of Spencerport hereby approves of the Attached Policy Manual Changes – Death in Family:

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Steven T. Russell, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

Economic Development Committee – Trustee Peer, Chairman

Trustee Peer stated that he had a meeting with Patty Uttaro regarding Part Two of Grant money for the Walking Tour Project. This grant money is from the NYS Humanities Council in the amount of \$1,200. This would give us a total of \$2,500 in total that we have received towards this project.

Trustee Peer also stated that he will be meeting with Chamber President, Dave Moore. This meeting is a follow up to the tree lights in our Central Business District.

Village Administrator – Al Scheg

Administrator Scheg updated the board on the following:

- Sewer Project
- Budget Cycle
- 50% done on the Design Criteria/Construction Details for the Roads Program.

Village Clerk – Pamela J. Gilbert

1. Update on Financial Software Implementation.

Clerk Gilbert stated that we are still moving forward with EOS Software. We are hoping now that the software company we are leaving will assist the new software company with an electronic conversion of our electric history. We can move forward with or without the history. There is hopes to have this all up and running soon.

Superintendent of Public Works – Thomas M. West

Superintendent West updated the board on the following:

- Snow removal has been busy the past month but mostly salting the roads.
- Bulk pick this month included picking up Christmas trees.
- Town of Ogden is going for a \$150,000 grant. They are asking for us to sign on to this grant. Further information to follow.

Superintendent West requested executive session to discuss a personnel matter.

Superintendent of Electric – John E. Linder

Superintendent Linder updated the board on the following:

- A letter regarding the Hydro extension will be going as an insert in the Suburban News in the near future.
- Christmas lights and wreaths are down and put away. The street trees lights in the Central Business District will be turned off by the end of this week.
- Asplundh Tree Service is coming along fairly well.
- Bucket Truck damaged during a recent incident. We will be sending it to Pennsylvania for repair.
- Union Street Phase III Lighting Project bid opening is scheduled for January 8, 2004 at 2:30 p.m.

Attorney – Richard J. Olson

1. Resolution – Parking Lot Lease Agreement.

RESOLUTION 54 1/04

At a regular meeting of the Village Board of the Village of Spencerport, Monroe County, New York, held at the Spencerport Village Hall, 27 West Avenue in said Village, on the 7th day of January, 2004, at 7:00 p.m., there were:

PRESENT: Mayor Walker, Trustees, Peer, Rauber, and Russell

ABSENT: Trustee Granger

Introduced by: Mayor Walker
Seconded by: Trustee Rauber

**VILLAGE OF SPENCERPORT, MONROE COUNTY
RESOLUTION AUTHORIZING MAYOR TO SIGN
A PARKING LOT LEASE WITH GARY INZANA**

WHEREAS, the Village has, for a considerable period of time, leased land for a parking lot on the West side of Union Street, South of the Erie Canal from the owner of said property; and

WHEREAS, the previous lease expired on its own terms and the Village and the property owner, Gary Inzana, wish to continue the lease arrangement;

WHEREAS, the Village and the property owner have negotiated a Lease Agreement, a copy of which is attached hereto and made a part hereof;

WHEREAS, this action is a "Type II" action under the State Environmental Quality Review Act and 6NYCRR615.5(c)(20) and not subject to review pursuant to SEQRA; and

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Mayor is hereby authorized to sign the LEASE AGREEMENT attached to this resolution and made a part hereof.

SECTION 2. That this resolution shall take effect immediately.

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Steven T. Russell, Trustee	Aye
	Timothy M. Peer, Trustee	Aye

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Theodore E. Walker, Mayor Aye

Whereupon the Resolution was declared adopted

STATE OF NEW YORK)
COUNTY OF MONROE) SS:
VILLAGE OF SPENCERPORT)

I, the undersigned Clerk of the Village of Spencerport, Monroe County, New York, DO
HEREBY CERTIFY that I have compared the forgoing copy of the minutes of the meeting of the
Village Board of said Village, including the resolution contained therein, held on the 7th day of
January, 2004, with the original thereof on file in my office, and that the same is a true and
correct copy of said original and of the whole of said original so far as the same relates to the
subject matters therein referred to.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said Village
this 7th day of January, 2004.

Pamela Gilbert
Village Clerk
Village of Spencerport

(S E A L)

Attorney Olson stated that he will have the resolution for Alternate Parking for next months
meeting.

Administration Committee – Mayor Walker, Chairman

1. Resolution - NYCOM 2004 Winter Legislative Meeting.

RESOLUTION NO 55 1/04

Introduced by Mayor Walker
Seconded by Trustee Russell

Resolved, that any Village Board Member and Village Administrator are hereby authorized to
attend the 2004 NYCOM Winter Legislative Meeting Registration to be held February 22-24,
2004, Albany, New York.

Vote of the Board:	Theodore E. Rauber, Trustee	Aye
	Steven T. Russell, Trustee	Aye
	Timothy M. Peer, Trustee	Aye
	Theodore E. Walker, Mayor	Aye

Unfinished Business

Mayor Walker mentioned the Village Office Flag Pole Dedication on December 13, 2003. About
25 people attended.

New Business

Mayor Walker informed the board on the following:

- Letter he sent to the Spencerport Central School District Family Support Center. This letter was in support for a grant from the William B. Hoyt Memorial Children and Family Trust Fund.
- Trustee Rauber attend an Eagle Scout award ceremony on behalf of the village. Four scouts received this award.
- The Village Board has been invited to two fire house open house on January 17, 2003. One is in Riga and the other is in Scottsville.
- Dennis Pelletier is expecting to be appointed as Director of Monroe County Water Authority.

Bills

Motion was made by Mayor Walker, seconded by Trustee Rauber and carried unanimously that the monthly bills be paid as audited in the following amounts:

General Fund	\$46,979.85
Electric Fund	\$83,365.46
Water Fund	\$109.78
Sewer Fund	\$27,767.03
Trust Fund	\$0
TOTAL:	\$158,222.12
Voucher Nos. 841- 988	

Motion was made by Mayor Walker, seconded by Trustee Rauber and carried unanimously that the cash disbursements for the General, Electric, Water, Sewer, and Trust Funds, December 2003 be approved as audited.

Adjournment

Motion was made by Mayor Walker, seconded by Trustee Rauber and carried unanimously that the regular meeting be adjourned to Executive Session at 8:02 p.m.

Motion was made by Mayor Walker, seconded by Trustee Rauber and carried unanimously that Executive Session be adjourned to the regular meeting at 8:36 p.m.

Motion was made by Mayor Walker, seconded by Trustee Peer and carried unanimously that the regular meeting be adjourned at 8:38 p.m.