

VILLAGE BOARD MEETING

April 1, 2015

Minutes

Trustee Penders called the meeting to order at 7:00 p.m. followed by the pledge of allegiance.

BOARD MEMBERS PRESENT

Carol J. Nellis-Ewell, Trustee
Gary Penders, Trustee
Charles Hopson, Trustee
Ray Kuntz, Trustee

BOARD MEMBERS ABSENT

Glenn Granger, Mayor

OTHERS PRESENT

Craig Byham, Luther Jacobs Way
Owen McIntee, SME Superintendent
Joan Quigley, Maplewood Avenue
Eric Stowe, Village Attorney
Jacqueline Sullivan, Village Clerk
Terry West, Coventry Drive
Tom West, DPW Superintendent

Approval of Minutes

A motion was made by Trustee Hopson, seconded by Trustee Nellis-Ewell and carried that the meeting minutes from the March 4, 2015 Village Board Meeting be approved as read.

A motion was made by Trustee Kuntz, seconded by Trustee Nellis-Ewell and carried that the meeting minutes from the March 11, 2015 Village Workshop Meeting be approved as read.

Public Hearing

Trustee Penders opened the Public Hearing regarding the Tentative 2015-2016 Budget at 7:03 p.m.

Treasurer Kimbler explained the 2015-2016 Tentative Budget highlighting that the proposed tax levy for the General Fund is \$664,165 resulting in a tax rate of \$3.56 per thousand of assessed value and a recycling charge of \$51.27; the proposed tax levy for the Sewer Fund for O&M charge is \$250,679 resulting in a tax rate of \$2.93 per thousand gallons of water used; Capital Charges per sewer unit would be \$140.61. The increases would result in a resident with a home assessed at \$100,000 would pay approximately \$10 more in taxes than last year. The Village of Spencerport continues to budget below the 2% tax cap.

Treasurer Kimbler explained that the Village Board adopted strategy to manage the Village's fund balances with the following comments: Sewer fund continues to work off Unreserved Fund Balance to reduce Capital charges on the tax bill per the Village Board's established schedule; General fund is challenged with stretching what is left of our Fund Balances to continue to support services and future needs without requiring huge tax increases in out years; Budgeting focused effort to more closely budget expense, understanding that certain amount of contingency is needed and is appropriate within state guidelines; Reserves are used to balance out year to year cost fluctuation and to pay for one time investments.

Treasurer Kimbler highlighted areas of cost reduction including the reduction of seasonal/summer help; extending the life of vehicles and equipment, continued need for infrastructure rebuild but on a slower pace; lower utility costs with the installation of solar, LED, natural gas and the continued negotiation of lower pricing for contracted services.

Treasurer Kimbler explained the major projects for the General, Sewer and Electric Funds to include the annual roads program, sewer I&I, vehicle replacement, various repairs to infrastructure, rebuild of overhead primary circuits, street lighting LED conversions, street light installation in Domus tract, rear lot pole replacement, substation improvement and DPW/SME shop structure rebuild.

Treasurer Kimbler explained the allocation of General and Sewer fund expenses and the source of funds for General expenses.

General questions ensued regarding the various line items within the budget.

Mr. Terry West commented that Treasurer Kimbler did great job on the budget presentation.

Mr. Craig Byham complimented Treasurer Kimbler and the Village Board for doing a nice job putting together the presentation and budget.

Trustee Nellis-Ewell asked Superintendent West to explain the CHIPS process that he goes through and the definite number that the Village is going to receive.

Superintendent West responded that he does not have a definite number that the Village is going to receive however we do receive approximately \$54,000 per year. These funds are generated from the gas tax and approximately \$.62 of gallon of gas purchase is supposed to go back the municipalities throughout the state. The funds are controlled at the state level and only 3% of the total funds are distributed to local municipalities the balance of the funds are used for state projects such as the rebuild of the Tappan Zee Bridge project. Annually local municipal superintendents attend Advocacy Day in Albany to speak with state representatives to stress the importance of continuing the local CHIPS programs.

Mrs. Joan Quigley questioned why the DPW/SME Shops are moving to natural gas.

Superintendent McIntee responded that natural gas heat in those buildings is more efficient than electric heaters in addition a natural gas generator will be installed at the shop for emergency operations.

Trustee Penders commented that NYCOM released a statement indicating that grants are available for various infrastructure projects throughout the next year. Trustee Penders continued by thanking all of the staff for their work putting the budget together.

Privilege of the Floor

Administrative Committee – Mayor Granger

Resolution 106 4/2015

Introduced by: Trustee Penders

Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby authorizes Deputy Mayor Gary Penders to sign the New York State DEC registration forms to participate in the required NY-Alert program associated with the Sewage Pollution Right to Know Act.

Vote of the Board:	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye
	Glenn C Granger, Mayor	Absent

Resolution 107 4/2015

Introduced by: Trustee Penders

Seconded by: Trustee Kuntz

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance at the 2015 Village Official Workshop at the Valley Oak Event Center, Geneseo, NY April 17, 2015 by any Village Board Member, and/or support staff member. Cost not to exceed \$100/per person.

Introduced by: Trustee Penders
Seconded by Trustee Nellis-Ewell

Be it resolved, that the Village of Spencerport Board of Trustees hereby approves Deputy Mayor Penders's recommendation to the Village Board that that Craig Byham be appointed as Vice Chair of the Planning Board.

Vote of the Board:	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye
	Glenn C Granger, Mayor	Absent

Sewers Committee – Trustee Hopson, Chair

Planning/Zoning/Building Control – Trustee Nellis-Ewell, Chair

A. Planning

Resolution 112 4/2015

Introduced by: Trustee Nellis-Ewell
Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby accepts the resignation letter from Planning Board Chairman David R. Wohlers effective March 19, 2015.

Vote of the Board:	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye
	Glenn C Granger, Mayor	Absent

Trustee Nellis-Ewell commented that the Planning and ARB will be meeting next Tuesday and that there is unfinished business regarding the Mavis application. Trustee Nellis-Ewell added that she is not aware of any agenda items for the Zoning Board and that Code Review Committee will be scheduling a meeting in the near future.

Finance Committee – Trustee Penders, Chair

Resolution 113 4/2015

Introduced by: Trustee Penders
Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby adopts the "Tentative 2015-2016 General, Sewer, and Electric Fund Budgets" as the Final Budgets for the Village Fiscal year ending May 31, 2016. The amount for the General Fund to be raised from taxes is \$664,165.00 with a tax rate of \$3.56 per thousand assessed valuation; a Recycling fee of \$51.27 per unit; and a Sewer User Fees of \$2.93/1000 gallons of water used for operation and maintenance costs and \$140.61 per unit for capital costs.

Vote of the Board:	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye

Trustee Nellis-Ewell thanked the department heads and Superintendent McIntee for their frugality, Treasurer Kimbler for her expertise that she adds to the process and to the residents attending tonight's meeting for their interest and support.

Facilities Committee – Trustee Hopson, Chair

- A. Electric
- B. Other (Drainage, Franchise)

Public Works Committee – Trustee Kuntz, Chair

- A. Highways/Garage
- B. Public Services (Refuse, Recycling, Parks)

Public Safety Committee – Trustee Penders, Chair

Trustee Penders commented that SFD will be conducting an assets audit for their facilities and that Quint 230 is in service in Brockport and that the cost of that vehicle was \$960,000. Trustee Penders indicated that he met with OPD Chief Nordquist and that he will be meeting with him on a regular basis.

Human Resources Committee – Mayor Granger, Chair

Economic Development Committee – Trustee Nellis-Ewell, Chair

Green Initiatives – Trustee Nellis-Ewell, Chair

Village Clerk – Jacqueline Sullivan

Clerk Sullivan commented that in an effort to better manage Village emails accounts it is necessary for the Village to move from an outside company hosting Village email service to hosting the email service through the Village of Spencerport. This process will be done through the purchase of Office 365 Exchange Online Plan 2. This will allow for growth and fulfill all FOIL and retention requirements.

Clerk Sullivan added that the Village suffered the loss of both network switches resulting in the network being down for approximately 4-5 hours. There was no loss of data and the system is currently up and running at 100%.

Resolution 114 4/2015

Introduced by: Trustee Penders

Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the purchase of Office 365 Exchange Online Plan 2 for the purposes of hosting email not to exceed \$2100.00.

Vote of the Board:	Carol J. Nellis-Ewell, Trustee	Aye
	Gary Penders, Trustee	Aye
	Charles R. Hopson, Trustee	Aye
	Ray Kuntz, Trustee	Aye
	Glenn C Granger, Mayor	Absent

Superintendent of Public Works – Thomas M. West

Superintend West commented that on April 9th he, Greg Dorgan, Jim Redick and Mike Vickery will be attending a road program conducted by Cornell regarding the new laws associated with sign regulations and road markings. The Annual Equipment show will be next week on April 8th at Rochester Tech Park.

Superintendent of Electric – Owen McIntee

Superintendent McIntee commented about the outage on Saturday, March 28th was caused by an RG&E outage on Manitou Road. Superintendent McIntee continued that tree trimming is being done by staff and work continues on the small business LED replacement program including Mike LoPresti's offices on Spencerport Road and the State Farm office on Union Street.

Attorney – Eric Stowe

Attorney Stowe commented that he is working on gathering information regarding pending litigation and will have an update to the Village Board at the workshop meeting in April.

Unfinished Business

Trustee Penders thanked David Wohlers for his service to the Village Planning Board as chairman.

New Business

Bills

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

General Fund	\$ 49,994.06
Electric Fund	\$ 45,245.39
Sewer Fund	\$ 7,281.11
Trust Fund	\$ 2,810.00
Capital Fund	\$ <u>0</u>
TOTAL:	\$105,280.56

Motion was made by Trustee Kuntz, seconded by Trustee Penders and carried unanimously that the cash disbursements for the General, Electric, Sewer, Trust and Capital Funds, April 2015 be approved as audited.

Trustee Kuntz thanked Administrative Assistant Donna Stassen for helping him with the bills this month and answering his questions.

Adjournment

A motion was made by Trustee Penders, seconded by Trustee Hopson that the meeting be adjourned 8:24 p.m.