

**Village Board Workshop Meeting
March 15, 2017
Minutes**

Mayor Penders called the meeting to order at 4:30 p.m.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

David Wohlers, Trustee

OTHERS PRESENT

Eric Stowe, Village Attorney
Jacqueline Sullivan, Village Clerk
Tom West, DPW Superintendent

Discussion

Resolution 117 3/2017

Introduced by: Mayor Penders
Seconded by: Trustee Kuntz

Be it resolved that the Village of Spencerport Board of Trustees hereby approves Mutual Aid assistance to RG&E by Village of Spencerport Electric Crews from Friday, March 10, 2017 until released by RG&E.

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

Resolution 118 3/2017

Introduced by: Mayor Penders
Seconded by: Trustee Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the 2017/2018 Tentative Budget for fiscal year ending May 31, 2018.

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

Resolution 119 3/2017

Introduced by: Mayor Penders
Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby approves conducting a public hearing on Wednesday, April 5, 2017, 7:00 p.m. at Spencerport Fire Department #1, 175 Lyell Avenue, Spencerport NY on the tentative budget for fiscal year ending May 31, 2018. Village Clerk is directed to publish such notice.

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

Resolution 120 3/2017

Introduced by: Mayor Penders

Seconded by: Deputy Mayor

Whereas, the Village of Spencerport participates in the Monroe County Municipal Workers Compensation Plan (MCMWCP); and

Whereas, the Board of Directors of the MCMWCP has recommended the establishment of workers compensation insurance reserves by member municipalities in the event that the deposits paid into the MCMWP do not cover the claim liabilities/judgements; and

Whereas, the Village of Spencerport Board of Trustees so desires to establish such a Workers Compensation Insurance Reserve.

Now therefore be it resolved:

- Section 1. That pursuant to Section 6-n of the General Municipal Law, the Village of Spencerport Board of Trustees does hereby establish a Workers Compensation Insurance Reserve Fund for the purpose of covering claim liabilities/judgements in excess of the deposits paid to the MCMWP.
- Section 2. That surplus money from the MCMWP Plan is appropriated for the Workers Compensation Insurance Reserve Fund.
- Section 3. That the Treasurer is hereby directed to deposit monies of this reserve fund in a separate bank account to be known as the Workers compensation Insurance Reserve Fund.
- Section 4. that the Treasurer, is authorized to invest, from time to time, the monies of this fund pursuant to Section 11 of the General Municipal Law.
- Section 5. That such additional sum as may hereafter be appropriated shall become part of the fund.
- Section 6. That no expenditure shall be made from this fund, except upon authorization of this board pursuant to Section 6-C of the General Municipal Law, and subject to permissive referendum if required by law.
- Section 7. That this resolution shall take effect immediately.

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

Resolution 121 3/2017

Introduced by: Mayor Penders

Seconded by: Trustee Kuntz

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the purchase of an upgraded site controller and associated software for the fuel system located at the DPW/SME Facility in the amount of \$8,845.00 from S&W Services, Inc., 768 Brooks Avenue, Rochester, NY. Quotes were received from OPW Fuel Management Systems and Cortland Pumps; Rochester Petroleum Equipment refused to quote.

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

Resolution 122 3/2017

Introduced by: Mayor Penders

Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the assembly application from Terry Taylor PTO represented by Kristina Horch for the Miles for Mackenzie 5K Run/Walk Fundraiser; Sunday May 7, 2017 8:00 – 10:00 a.m.

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

Resolution 123 3/2017

Introduced by: Mayor Penders

Seconded by: Deputy Mayor Nellis-Ewell

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the attendance of any Village Board member or support staff to attend the NYCOM Annual Meeting, May 7-9th, 2017 at the Gideon Putnam Hotel, Saratoga Springs, NY. Cost not to exceed \$855.00 per person.

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

Resolution 124 3/2017

Introduced by: Mayor Penders

Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the below budget transfers.

March 15, 2017 BUDGET TRANSFER & REVISION Fiscal Year End 5/31/2017

AMOUNT	TO ACCOUNT		FROM ACCOUNT	
\$2,400	A1325.400	Clerk/Treasurer Contractual <i>Treasurer Temporary Backfill</i>	A1990.400	Contingency
\$5,000	A1620.100	Shared Buildings - Salary	A5110.100	Drainage - Salary
\$2,400	A3620.400	Safety Inspection Contractual	A8020.400	Planning Contractual
\$88,500	A5110.200	Highways Equipment <i>To Gross Up Skid Steer and CAT Loader to full purchase price</i>	A2665.000	Sale of Equipment
\$3,000	A7550.100	Celebrations Salary <i>New Accounting for SME hanging Banners and Lights</i>	A7550.400	Celebrations Contractual
\$20	G8110.401	Administration Office supplies	G8110.400	Administration Contractual
\$75,920	G8120.200	Sewer Equipment <i>To Gross Up Skid Steer and CAT Loader to full purchase price</i>	G2665.000	Sale of Equipment
\$67	G9189.803	CDL/EAP Programs	G9189.802	Small Medical Claims

Vote of the Board:

Carol J. Nellis-Ewell, Deputy Mayor	Aye
Charles R. Hopson, Trustee	Aye
Ray Kuntz, Trustee	Aye
David Wohlers, Trustee	Absent
Gary Penders, Mayor	Aye

Resolution 125 3/2017

Introduced by: Mayor Penders

Seconded by: Trustee Hopson

Be it resolved that the Village of Spencerport Board of Trustees hereby approves adding the classification of Exempt Employees included with all references to Non-Exempt Employees to section 707 Storm Pay of the Village of Spencerport Employee Handbook as illustrated below.

Authorization – An employee must receive prior approval from their employee's Department Head or Supervisor before being eligible to receive Storm Pay Compensation rate.

Non-Exempt Employees – During a Mutual Aid event that is reimbursable, all non-exempt employees who have their normal work functions changed or modified, whereas those work functions are directly associated with electric service restoration efforts or with Public Works activities, are eligible to receive Storm Pay compensation rate. A non-exempt employee will be paid double (two times) the employee's regular hourly rate for all hours worked during the storm event. When the Host/Requesting Agency predetermines the specific employee's hourly rate, based on job classifications, and that rate exceeds the Village of Spencerport double time rate for each employee, the Host/Requesting Agency's rate shall apply for all hours worked during that storm event.

Compensatory Time- With pre-authorization from the Department Head, a non-exempt employee will have the option of receiving compensatory time in lieu of paid overtime. When a non-exempt employee chooses to receive compensatory time, the employee will be credited with the equivalent of two hours for each authorized hour (or portion thereof) worked over forty hours in a given workweek.

Standards – For the purpose of compliance with this policy, the following standards must be met.

1. The Mutual Aid Host/Requesting Agency must indicate that this request for crews is a reimbursable event back to the Village of Spencerport. Reimbursements can be from other Municipalities, Investor Owned Utilities or Federal Emergency

Management Agency, (FEMA). Some examples of Host/Requesting Agencies are, but not limited to;

- a. Municipalities outside of Village of Spencerport franchise area;
 - i. Either electric or non-electric municipals
 - b. Investor Owned Utilities (ie: RG&E, NYSEG, National Grid)
 - c. Municipal Electric Utilities Association (MEUA)
 - d. New York Power Authority (NYPA)
2. Any non-exempt employee responding to a Mutual Aid request based on a major weather event must obtain Village of Spencerport Board of Trustees approval prior to participating.
 3. Any non-exempt employee participating in a major weather event that impacts the SME franchise area, which is determined to be a Public Service Commission (PSC) Classification III Emergency. This is defined as;
 - a. The severity is such that complete restoration cannot be accomplished in a twenty-four hour (24) period by utilizing VOS employees, and mutual aid assistance from other outside Municipal Electric employees and outside utility companies or contractors.
 4. Storm Pay Compensation shall end when the major event has been terminated by the Host/Requesting Agency or by direction of the Village of Spencerport Board of Trustees.

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

A motion was made by Mayor Penders and carried that the workshop meeting be adjourned at 5:10 p.m.