

VILLAGE BOARD MEETING
June 14, 2017
Agenda

Call to Order

Pledge of Allegiance

ANNUAL MEETING

APPOINTMENTS

The following individuals fulfilling the second year of their appointed two-year term expiring March 31, 2019

DEPUTY MAYOR	Carol Nellis-Ewell
VILLAGE CLERK	Jacqueline Sullivan
VILLAGE TREASURER	Danielle Kruger
DEPUTY CLERK	Pamela Gilbert
DEPUTY TREASURER	Donna Stassen
SECRETARY TO THE MAYOR	Margaret Gioia
HISTORIAN	Nora Venezky
ATTORNEY	Eric Stowe
PLANNING BOARD ATTORNEY	Eric Stowe
ZONING BOARD ATTORNEY	Eric Stowe
BANK DEPOSITORIES	Chase Bank
	Key Bank
	M & T Bank
OFFICIAL NEWSPAPERS	Suburban News
	Democrat & Chronicle

RESOLUTION 6/2017

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves the Mayor's Appointments

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

CHECK SIGNING AUTHORIZATION

RESOLUTION 6/2017

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees approves the following individuals to have check signing authority for the Village of Spencerport:

Gary Penders, Mayor
Carol Nellis-Ewell, Deputy Mayor
Danielle Kruger, Treasurer

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

VILLAGE BOARD MEETINGS

Regular meetings of the Board of Trustees will be held on the first Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 7:00 p.m.

Workshop meetings of the Board of Trustees will be held the second, third, fourth and fifth Wednesday of each month at the Village Office, 27 West Avenue, Spencerport, New York at 4:30 P.M.

Alternate facility to accommodate disabled persons shall be the Spencerport Fire Department, 175 Lyell Avenue, Spencerport, NY.

PURCHASING POLICY

The Village of Spencerport Purchasing Policy will be reviewed on June 21, 2017 at the workshop meeting.

ADVANCE APPROVAL OF CLAIMS

RESOLUTION 6/2017

Introduced by:

Seconded by:

Whereas, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board, and

Whereas, all such claims shall be presented at the next regular meeting for audit, and

Whereas, the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,

Now Therefore Be It Resolved:

Section 1: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and others as may be deemed appropriate by the Board and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2: That this resolution shall take effect immediately.

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

ATTENDANCE AT SCHOOLS & CONFERENCES

RESOLUTION 6/2017

Introduced by:
Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby approves attendance at all schools and conferences for the Village fiscal year 2017-2018 that do not exceed \$200 and one day in duration, provided such schools and conferences are included in the respective Department budget as so approved by the Village Board. Attendance at all schools and conferences must be acknowledged to the Village Board at a Regular meeting of the Village Board.

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

COMMITTEE APPOINTMENTS 2017-2018

FACILITIES COMMITTEE
(Electric, Drainage, Franchises)

Trustee Hopson, Chair
Trustee Wohlers
Superintendent West
Superintendent McIntee
Treasurer Kruger

SEWERS COMMITTEE

Trustee Wohlers, Chair
Trustee Hopson
Superintendent West

PUBLIC WORKS COMMITTEE
(Highways/Public Services)
{Parks, Drainage}

Trustee Kuntz, Chair
Trustee Hopson
Clerk Sullivan

PLANNING/ZONING/BUILDING CONTROL
(Code Review, Architectural Review)
(Comprehensive Plan Update)

Superintendent West

Deputy Mayor Nellis-Ewell, Chair
Mayor Penders
John Dole, Chairman, Zoning Board of Appeals
Pam Gilbert, ZBA Secretary
Craig Byham, Chairman, Planning Board
Donna Stassen, PB Secretary

PUBLIC SAFETY COMMITTEE
(Ambulance, Fire, Police)

Mayor Penders, Chair
Trustee Wohlers
Clerk Sullivan
Superintendent West

FINANCE COMMITTEE
(Includes Insurance)

Mayor Penders, Chair
Deputy Mayor Nellis-Ewell
Clerk Sullivan
Treasurer Kruger

ADMINISTRATION COMMITTEE

Mayor Penders, Chair
Deputy Mayor Nellis-Ewell
Clerk Sullivan
Superintendent West
Superintendent McIntee

ECONOMIC DEVELOPMENT COMMITTEE
(Includes Parking & Traffic)

Trustee Wohlers, Chair
Trustee Kuntz
Clerk Sullivan
Superintendent West

HUMAN RESOURCES/BENEFITS COMMITTEE

Mayor Penders, Chair
Deputy Mayor Nellis-Ewell
Clerk Sullivan
Superintendent West
Superintendent McIntee

GREEN COMMITTEE
(Recycling, Refuse)

Deputy Mayor Nellis-Ewell, Chair
Trustee Hopson
Superintendent West
Superintendent McIntee
Clerk Sullivan

Approval of Minutes

Village Board Meeting – May 3, 2017
Village Workshop Meeting – May 17, 2017
Village Year End Meeting – May 21, 2017

Privilege of the Floor

Administrative Committee – Mayor Penders

Resolution 6/2017

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby acknowledges the thirty (30) day notice of application for an on premises alcoholic beverage license from SF Restaurant Industries Inc., DBA Salvatore’s Old-Fashioned Pizzeria.

Vote of the Board:

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

Resolution 6/2017

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees here by adopts a tobacco free policy to govern all Village owned and/or operated parkland, park facility or open space. Attached is a true and complete copy of such tobacco free policy is attached hereto and made a part hereof.

Vote of the Board:

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

Sewers Committee – Trustee Wohlers, Chair

Planning/Zoning/Building Control – Deputy Mayor Nellis-Ewell, Chair

- A. Planning
- B. Architectural Review
- C. Zoning
- D. Building Control

E. Code Review

Finance Committee – Mayor Penders, Chair

Resolution 6/2017

Introduced by:

Seconded by:

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

June 7, 2017 BUDGET TRANSFER & REVISION Fiscal Year End 5/31/2017					
AMOUNT	TO ACCOUNT			FROM ACCOUNT	
\$1	A1010.400	Board of Trustees - Contractual		A1325.100	Clerk/Treasurer - Salary
\$60	A1210.400	Mayor - Contractual		A1325.100	Clerk/Treasurer - Salary
\$4,500	A1325.400	Clerk/Treasurer - Contractual		A1325.100	Clerk/Treasurer - Salary
\$1,300	A1640.400	Central Garage - Contractual		A5110.400	Highways - Contractual
\$1,200	A1989.100	Gov't Support/Vac/Sick/Holiday		A1420.400	Law - Contractual
\$70	A3620.400	Safety Inspection - Contractual		A3620.401	Safety Inspection - Vehicle Repair
\$570	A5182.400	Street Lighting - Contractual		A5110.400	Highways - Contractual
\$55	A7520.400	Historical/Trolley - Contractual		A7510.400	Historian - Contractual
\$2,000	A8160.100	Refuse - Salary		A1640.100	Central Garage - Salary
\$3,100	A8161.401	Recycling - Equip/Vehicle Repair		A8161.400	Recycling - Contractual
\$71	G8110.401	Administration - Office Supplies		G8110.400	Administration - Contractual
\$1,405	G9060.800	Hospital & Medical Insurance		G8110.100	Administration - Salary
\$84	G9189.803	CDL/EAP Programs		G8110.400	Administration - Contractual

Vote of the Board:

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

Facilities Committee – Trustee Hopson, Chair

A. Electric

Resolution 6/2017

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby authorizes the attendance of 3 SME Employees and Deputy Clerk Gilbert at the MEUA Western Regional Meeting at Wellsville Country Club, June 28, 2017. Cost not to exceed \$425.00 total.

Vote of the Board:

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

Resolution 6/2017

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby authorizes the Mayor to sign the renewal letter regarding the Fixed Price TCC agreement for the contract period expiring October 31, 2018.

Vote of the Board:

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

Resolution 6/2017

Introduced by:

Seconded by:

Be it resolved that the Village of Spencerport Board of Trustees hereby authorizes the Mayor to sign all easement documents necessary for the maintenance/placement of utility facilities on village property located at 500 West Avenue.

Vote of the Board:

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

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

Resolution 6/2017

Introduced by:

Seconded by:

Whereas, the Village of Spencerport, with the assistance from the Monroe County Office of Emergency Management, has gathered information and prepared the Monroe County Hazardous Mitigation Plan; and

Whereas, Monroe County Hazardous Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

Whereas, the Village of Spencerport is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan via the Monroe County Website (<http://www.monroecountyhmp.com>) and during a Public Hearing on the plan at a meeting of the Monroe County Legislature on May 9, 2017; and

Whereas, the Village of Spencerport has reviewed the Plan and affirms that the Plan will be updated no less than every five years; and

Now, therefore, be it resolved, by the Village of Spencerport Board of Trustees adopts the Monroe County Hazardous Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

Vote of the Board:

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

- A. Fire Department
- B. Police
- C. Ambulance

Human Resources Committee – Mayor Penders, Chair

Economic Development Committee – Trustee Wohlers, Chair

Green Initiatives – Deputy Mayor Nellis-Ewell, Chair

Village Clerk – Jacqueline Sullivan

Superintendent of Public Works – Thomas M. West

Superintendent of Electric – Owen McIntee

Attorney – Eric Stowe

Unfinished Business

New Business

Current Events – Deputy Mayor Nellis-Ewell

Bills

Post Audit

June 2017