

**VILLAGE OF DANSVILLE
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MAY 16, 2017**

CALL TO ORDER: By Mayor Vogt at 7 p.m.

PRESENT: Mayor Peter Vogt, Trustee Dan Rittenhouse, Trustee Norm Zeh, Trustee Mike Nagle

ABSENT: Trustee Humphrey

GUESTS: Superintendent of Public Works Scott Tracy, Clerk-Treasurer Megan Aldrich, Chief of Police Charlie Perkins, Jasmine Willis (Genesee Country Express),

PLEDGE OF ALLEGIANCE: Mayor Vogt

MINUTES: Motion by Trustee Nagle to approve the following:

- Department Head Meeting Minutes, April 12, 2017
- Organizational Meeting Minutes, April 12, 2017
- 2017-18 Budget Public Hearing Minutes, April 12, 2017
- Regular Meeting Minutes, April 18, 2017

Second provided by Trustee Zeh. Vote: all ayes. Motion approved 4-0.

PRIVILEGE OF THE FLOOR: None

MAYOR'S COMMENTS/CORRESPONDENCE: Mayor Vogt briefed the Board on the following:

- Key Bank's Neighbors Make the Difference Day, May 24: Four volunteers will work at Brookside from 1 to 4 p.m.
- Village Boards Assoc. Dinner Meeting, June 21, Dansville: Thoma Development will provide a speaker on housing grants.
- Fairy Door Promotion Ceremony, May 17
- Countywide Shared Services Initiative
- Letter to Village Board Honoring Ruth and Tony Witte
- Memorial Day Celebration
- Ltr. from Senator Young re. Veterans Memorial Highway
- Notice of ZBA Public Hearing re. 309 Main St.

COMMITTEE REPORTS

Village Clerk/Legislative:

- Action List Update
- HOME Grant: Need a resolution accepting the HOME award and authorizing Mayor Vogt to execute contract documents. Award is for \$422,400.

- Zoning Code & Leash Law Changes: Schedule public hearings for June regular meeting (June 20)
- CRS Presentation to Board
- Sidewalk Law: Schedule public hearing for June 20 meeting. Reserve town hall auditorium.
- Town Hall Lease: Trustee Rittenhouse moved to approve the contract. Trustee Nagle seconded the motion. Vote: Trustee Nagle, aye; Trustee Zeh, aye; Trustee Rittenhouse, aye; Mayor Vogt, aye. Motion carried 4-0.

Public Safety Updates:

- Code Enforcement. No changes.
- Fire Department: Absent
- Ambulance Company: Absent
 - * Ambulance Fender-Bender Insurance Claim Money: Clerk-Treasurer Aldrich explained payment was included in fire department reimbursement. Will be separated out.
 - * Ambulance Rate Increase: Tabled until next month.
- Police Department: No changes.
- Village Courts
 - * Court Audit/Examination: Mayor Vogt asked Clerk-Treasurer Aldrich to give the court clerk a heads up that he will need the documentation once the new fiscal year begins.

Budget, Finance & Audit: Trustee Rittenhouse

- NYSLRS Retirement Report Discrepancies: Clerk-Treasurer Aldrich noted that this was part of the Comptroller's audit process.
- End of the Year Spending: Mayor Vogt told department heads that, while there is no crisis in any of the funds, they should spend on needed purchases only for the month of May.
- Establishing Reserves: Mayor Vogt asked the trustees to give thought on what reserve funds to establish as the Board will need to hold a meeting/workshop to establish them sometime shortly after the bookkeeper has closed out the 2016-17 books.
- 2017-18 Non-Union Salaries and Wages: Trustee Rittenhouse moved to approve the 2017-18 pay rates for non-union personnel. Trustee Zeh made the second. Vote: Trustee Nagle, aye; Trustee Zeh, aye; Trustee Rittenhouse, aye; Mayor Vogt, aye. Motion passed 4-0.

- Final 2017-18 Budget: Board members were presented with a copy of the final 2017-18 budget document.
- Budget Modifications: Trustee Rittenhouse moved to approve the modifications. Trustee Nagle seconded the motion. Vote: Trustee Rittenhouse, aye; Trustee Zeh, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion approved 4-0.
- Special Billings: Trustee Rittenhouse moved to approve the following:

WWTP Capital Project w/Composting: **None**

Housing Rehab Grant:

Cassidy & Underwood for 13 Saylor St., Final Pymnt., \$1,200.00

ZeroDraft USA for 36 Morey Ave., Energy Audit, \$350.00

Environmental EDU for 36 Morey Ave., Lead Risk Assessment, \$535.00

Trustee Zeh made the second. Vote: Trustee Nagle, aye; Trustee Zeh, aye; Trustee Rittenhouse, aye; Mayor Vogt, aye. Motion carried 4-0.

- Bills: Trustee Rittenhouse moved to approve the following:

General

Paid checks #16147-16160 \$48,527.39

Audit checks in the amount of \$65,341.68

Water

Paid checks #1149-1153 \$37,102.24

Audit checks in the amount of \$43,364.31

Sewer

Paid checks #998-1002 \$45,704.54

Audit checks in the amount of \$66,589.33

Trustee Zeh made the second. Vote: Trustee Nagle, aye; Trustee Zeh, aye; Trustee Rittenhouse, aye; Mayor Vogt, aye. Motion passed 4-0.

- BAN and Bond Payments: **None**
- MedEx Billing Account Payments: Trustee Rittenhouse moved to approve the following:

Livingston County EMS – \$2,700.00
Livonia EMS – \$225.00
MedEx – Inv. 2017-05, \$1,170.00
Village of Dansville – Pymnt., \$7,510.20
Dansville Ambulance – Pymnt., \$11,265.29

Trustee Nagle seconded the second. Vote: Trustee Nagle, aye; Trustee Zeh, aye; Trustee Rittenhouse, aye; Mayor Vogt, aye. Motion approved 4-0.

Public Works Updates

- Composite Work Boot for Employees: Discuss next month.
- Water & Sewer: The following items were raised:
 - * Water Supply Vulnerability Assessment – Cyber-security
 - * Dansville Pilots Association Water: Discuss next month.
 - * Bob Infantino as Filtration Plant Chief Operator
 - * John Murphy at June 14 Dept. Head Meeting re. Water Meter Remote Read Towers
- Streets: The following items were discussed:
 - * Bradner Creek Work (FEMA Ltr.)
 - * Working Foreman
 - * Clara Barton Street Lights

Parks & Recreation: The following items were discussed:

- Summer Hirings
- Planter Update
- Washington Park Tree Plantings
- Williams Park Projects – Prep for Memorial Day
- Bush Cuttings at Babcock Park

Technology:

- Website Design Proposals: Trustee Rittenhouse moved to approve the proposal submitted by Virtual Towns & Schools. Seconded by Trustee Nagle. Vote: Trustee Rittenhouse, aye; Trustee Zeh, aye; Trustee Nagle, aye; Mayor Vogt, aye. Measure carried 4-0.
- Going Paperless Update: Clerk-Treasurer Aldrich provided an update. After discussion by the Board, she will purchase a tablet/notebook to test run. Likewise for software: Office 365 Business and a PDF converter

UNFINISHED BUSINESS:

- Motion by Trustee Rittenhouse and the second by Trustee Zeh to accept the Home Award (grant) and authorize Mayor Vogt to sign the contract document. Vote: Trustee Nagle, aye; Trustee Zeh, aye; Trustee Rittenhouse, aye; Mayor Vogt, aye. Motion passed 4-0.

NEW BUSINESS:

- Motion by Trustee Rittenhouse and the second by Trustee Zeh to authorize the bookkeeper, Brian McIlroy, to make year-end budget modifications. Vote: Trustee Nagle, aye; Trustee Zeh, aye; Trustee Rittenhouse, aye; Mayor Vogt, aye. Motion approved 4-0.

ACTION LIST SUMMARY: Clerk-Treasurer Aldrich

COMMUNITY COMMENTS

EXECUTIVE SESSION: Motion by Trustee Rittenhouse to go into executive session for the purpose of discussing the work history of a particular employee. Trustee Zeh made the second. Vote: all ayes. Motion carried 4-0. Time: 8:52 p.m.

Motion to re-enter open session made by Trustee Rittenhouse. Seconded by Trustee Zeh. Vote: all ayes. Passed 4-0. Time: 9:56 p.m.

MOTION TO ADJOURN: Trustee Zeh moved to adjourn at 9:57 p.m. Second provided by Trustee Nagle. Vote: all ayes.