

**VILLAGE OF DANSVILLE
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
NOVEMBER 15, 2016**

CALL TO ORDER: By Mayor Vogt at 7:05 p.m.

PRESENT: Mayor Peter Vogt, Trustee Richard LeBar, Trustee Richard Whitenack, Trustee Dan Rittenhouse, Trustee Robin Humphrey

PLEDGE OF ALLEGIANCE: Mayor Vogt

GUESTS: Yvonne Smallwood, Fire Chief Greg Horr, Police Chief Charlie Perkins, Superintendent of Public Works Scott Tracy, Clerk-Treasurer Megan Aldrich.

MINUTES: Motion to approve the following made by Trustee LeBar:

- Public Hearing Minutes, Sept. 14, 2016
- Committee Meeting Minutes, Sept. 14, 2016
- Public Hearing Minutes, Sept. 20, 2016
- Regular Meeting Minutes, Sept. 20, 2016
- Public Hearing Minutes, Sept. 28, 2016
- Committee Meeting Minutes, Oct. 14, 2016
- Regular Meeting Minutes, Oct. 20, 2016

Second provided by Trustee Rittenhouse. Vote: all eyes. Minutes approved 5-0.

PRIVILEGE OF THE FLOOR: NONE

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

- The Genesee Valley Revitalization Guild, Inc. Incorporation Information
- NYS Water Infrastructure Grants, Round 3
- NYCOM Member Engagement Initiative
- LMC Pipe Recycling Operation – Air Registration

COMMITTEE REPORTS

Village Clerk/Legislative:

- Action List Update – None
- Water and Sewer Laws Update – Still waiting to hear from Bill Davis.
- DWF Contract T31714GG Payment and Reporting Forms: Could not find.
- OCR Housing Rehab Grant Application: Clerk Aldrich explained the two grants for which Dansville is best suited: one is for owner-occupied single or multi-family units and the

other for rental properties. The deadline for both grants is mid-December. Dansville will apply for both.

- Town Hall Visitor Center Update – Meeting on Nov. 22, 9:30 a.m. between Livingston Co. Chamber and Tourism offices, Mayor Vogt and Clerk Aldrich. Clerk Aldrich informed the Board that display racks are \$240 for a 12-magazine or 24-brochure unit.

Public Safety Updates:

- Code Enforcement: CEO Malone was out sick. Nothing to add to her monthly report.
- Fire Department: Chief Horr updated his report. Mayor Vogt noted that the new contract with Ossian has been signed. It goes into effect Jan. 1, 2017. Interestingly, the department responded to a structure fire over the weekend in the expanded coverage area.
- Ambulance Company: no representative was present. Still need director's monthly report.
- Police Department: Chief Perkins updated the Board on his department.
- Village Courts: reports emailed.

Budget, Finance & Audit:

- Low/Deficit Budget Lines: Board expressed appreciation for information provided by Trustee LeBar.
- Budget Modifications: None
- Special Billings: Trustee LeBar to approve the following:

WWTP Capital Project w/ Composting:

Bernard P Donegan for FMS, \$3,070.20

MRB Group for Engineering Services, \$2,220.00

MW Controls for WWTP Improvements, \$4,577.90

Housing Rehab Grant:

Cassidy & Underwood for 16 Park Ave., Final Payment, \$26,575.00

Cassidy & Underwood for 29 West Ave., Partial Payment, \$24,850.00

Thoma Development for Program Delivery & Admin. Svcs., \$8,045.78

Second made by Trustee Humphrey. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 5-0.

- Bills: Trustee LeBar moved to approve the following:

General

Paid checks #15785-15791, 15793-15794, 15800 = \$28,921.03

Audit Checks in the amount of \$105,052.46

Water

Paid checks #1012-1016 = \$9,123.52

Audit checks in the amount of \$19,431.49

Sewer

Paid checks #875-879 = \$398,040.91

Audit checks in the amount of \$406,671.05

Trustee Rittenhouse seconded the motion. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion carried 5-0.

▪ Trustee LeBar made the motion to approve the following payments:

* BAN and Bond Payments

12/24/16 –Rural Development for Water Storage Tank Phase 1, \$23,805.00 Interest

*MedEx Billing Account Payments

Livingston County EMS – \$1,800.00

MedEx – Inv. 2016-11, \$6,241.00

Patient/ ins. Reimbursement – \$65.84

Village of Dansville – Pymnt., \$7,063.62

Dansville Ambulance – Pymnt., \$10,595.44

Trustee Whitenack made the second. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee LeBar, aye; Trustee Whitenack, aye; Mayor Vogt, aye. Motion approved 5-0.

Public Works Updates: Nothing new for Water, Sewer and Streets.

Parks & Recreation: Mayor Vogt went over the following:

- The next PR&B Committee meeting will likely be in mid-December to combine the late November and late December meetings because of the holidays.
- Williams Park Living Welcome Sign: Steuben Landscaping submitted an estimate of a little over \$5,000. The best time to plant is April. The Board wants at least one more estimate per the purchasing procedures and would like to ensure other maintenance measures are remedied first. There is about \$15,000 remaining in the budget for park improvements.

- Pioneer Park Historical Marker Dedication: No action was taken.

Technology: Nothing new to report.

UNFINISHED BUSINESS:

- Trustee Rittenhouse moved to approve the Dansville Wastewater Treatment Plant Industrial Stormwater Pollution Prevention Plan Proposal for MRB professional services. Trustee Humphrey seconded the motion. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 5-0.
- Trustee Humphrey moved to accept Mayor Vogt's court audit letter and to report same to the NYS Court Administration Office. Second provided by Trustee Whitenack. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee LeBar, aye; Trustee Whitenack, aye. Measure carried 4-0. Mayor Vogt abstained.
- Trustee LeBar made the motion and Trustee Humphrey the second to approve the Radio Subscriber Upgrade Project Agreements for the Fire and Police departments with Livingston County. Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion approved 5-0.

NEW BUSINESS

- Trustee Rittenhouse moved to approve a \$2033 credit to Mill Creek LLC (Dansville Dental Professionals) for a water billing overcharge. However, the late payment fee will be assessed. Trustee Humphrey seconded the motion. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 5-0.
- A motion was made by Trustee LeBar and seconded by Trustee Humphrey to approve the Electronic Devices & Information Technology Security Policy contingent upon clarification of the password size statements. (Mayor Vogt subsequently explained that the 12-figure and above phrase is an optimum size while the 6-figure and below is unacceptable. Any number in between is acceptable. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion carried 5-0.
- Trustee Humphrey moved to approve the Sexual Harassment Policy. Trustee LeBar seconded the motion. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion approved 5-0.
- Trustee Rittenhouse moved to approve for MedEx use of an Ambulance Billing Demand Letter. Second provided by Trustee Trustee Humphrey. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 5-0.
- Trustee Rittenhouse moved to approve the use of credit cards for the payment of MedEx ambulance billing, with the cost to be taken

off the top before split with Ambulance Co. Second made by Trustee Humphrey. Vote: Trustee Whitenack, aye; Trustee LeBar, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion carried 5-0.

Motion at 9:15 p.m. by Trustee Whitenack to continue the meeting. Second by Trustee LeBar. Vote: all ayes. Motion carried 5-0.

COMMUNITY COMMENTS

MOTION TO ADJOURN: Motion by Trustee Whitenack at 9:45 p.m. to adjourn the meeting. Second by Trustee LeBar. Vote: all ayes.