**VILLAGE OF DANSVILLE**

**BOARD OF TRUSTEES**

**REGULAR MEETING MINUTES**

**May 21, 2018**

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

**PRESENT:** Mayor Peter Vogt, Deputy Mayor and Trustee Dan Rittenhouse Trustee, Trustee Robin Humphrey and Trustee Mike Nagle

**ABSENT:** Trustee Norm Zeh

**GUESTS:** Police Chief Charlie Perkins, Department of Public Works Superintendent Scott Tracy, Clerk/Treasurer Megan Aldrich, Code and Zoning Enforcement Officer Tammy Malone, Shannon Griese, Jeff Miller

**PLEDGE OF ALLEGIANCE:** Mayor Peter Vogt

**MINUTES:** Motion by Trustee Rittenhouse to approve the following:

▪ Department Head Meeting Minutes, March 14, 2018

▪ Regular Meeting Minutes, March 20, 2018

▪ 2018-19 Budget Public Hearing Minutes, April 11, 2018

▪ Department Head Meeting Minutes, April 11, 2018

▪ Organizational Meeting Minutes, April 11, 2018

▪ Regular Meeting Minutes, April 16, 2018

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

**PRIVILEGE OF THE FLOOR:**  None

**MAYOR’S COMMENTS/CORRESPONDENCE:**

▪ Post #87 Memorial Day Parade & Ceremony Invitation

▪ BSB Ribbon Cutting and Grand Opening on May 18 and 19

▪ Ltr. from Dave Mapes re. UMC Sidewalk/Curb

▪ Ltr. from Mike Bradley re. Liberty St. “No Parking” Signs

▪ Ltrs. from Raymond Kibitlewski re. McDonalds’s Incident

▪ Ltr. from Kate Murphy re. WWTP Cat Colony

▪ Jane Schryver Email re. Main St. Store Lights

▪ Ltr. of Intent for DRI Program

**COMMITTEE REPORTS**

Village Clerk/Legislative: Mayor Vogt/Clerk Aldrich

▪ Action List Update

▪ Large Screen TV Donation

▪ Trustee Rittenhouse moved to approve the Clerk’s Office Job Descriptions created by Clerk Aldrich, note that the Mayor has direct oversight of the Clerk-Treasurer. Trustee Humphrey seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

Public Safety Updates: Trustee Nagle

▪ Code Enforcement:

-Report received.

- Livingston County 911 has requested the Village Board re name Streets with extensions for ease or emergency responses and the Board will choose the new names next month.

- 17th NYS Floodplain & Stormwater Managers Assoc. Annual Meeting.

▪ Fire Department:

-Report received.

- Pumper/Tanker Chassis Payment will be made at the time of delivery.

▪ Ambulance Company:

-Report received.

▪ Police Department:

-Report received.

▪ Village Courts:

-Reports received.

Budget, Finance & Audit: Trustee Rittenhouse

▪Trustee Rittenhouse moved to approve Clerk Aldrich to open a new bank account with Five Star Bank for the purpose of Administering HOME Grant funds. Trustee Nagle seconded the motion. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion passed 4-0.

▪Trustee Rittenhouse moved to approve budget modifications as presented by Clerk Aldrich. Trustee Humphrey seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Special Billings

Trustee Rittenhouse moved to approve the following

WWTP Capital Project w/Composting:

**Bernard P Donegan** for Financial Management Services, $710.00

Home Grant:

**Thoma Development** for Program Delivery Services $20,850.00

Trustee Nagle seconded the motion. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Bills

Trustee Rittenhouse moved to approve the following

General

Paid checks #16900-16912 = $39,925.57

Audit checks in the amount of $86,333.86

Water

Paid checks #1468-1470 = $38,439.58

Audit checks in the amount of $50,038.90

Sewer

Paid checks #1272-1275 = $48,758.02

Audit checks in the amount of $60,147.36

BAN and Bond Payments:

**6/24/18:** USDA Rural Development for Water Storage Tank Phase 1, $50,000.00 Principal and $22,702.50 Interest

Trustee Humphrey seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

Trustee Rittenhouse moved to approve the following

MedEx Billing Account Payments

**Livingston County EMS –** $7,425.00

**Patient Reimbursement** **–** None

**Livonia EMS –** None

**MedEx –** Inv. 2018-5, $2,184.00

**Village of Dansville –** Pymnt., $6,321.72

**Dansville Ambulance –** Pymnt., $7,726.53

Trustee Humphrey seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

▪Public Works Updates

-Trustee Rittenhouse moved to have Superintendent Tracy submit a purchase offer on 7 Clay Street not to exceed $15,000. Trustee Nagle seconded the motion. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion passed 4-0.

-Construction Surplus Soil

▪ Water & Sewer: Trustee Humphrey

-Trustee Humphrey moved to approve the replacement of a water line on the Carpenter property behind the Waste Water Treatment Plant. Trustee Nagle seconded the motion. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Streets: Trustee Nagle

-Jefferson St. & Jefferson St. Intersection No Parking

-Striping for Jefferston-Clara Barton Sts. Intersection

Parks & Recreation: Trustee Nagle

-Trustee Rittenhouse moved to hire David Roberts as a Seasonal Laborer. Trustee Humphrey seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

Technology/Energy: Mayor Vogt

- Walking Tour Update: Next Meeting June 21st

**UNFINISHED BUSINESS:**

▪ Trustee Rittenhouse Moved to appoint David Avery as a Motor Equipment Operator for the Water Fund and back date to June 4th. Trustee Humphrey seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Trustee Rittenhouse moved to have Clerk Aldrich request the Village Civil Service List for an Account Clerk/ Typist Position. Trustee Nagle seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

**NEW BUSINESS:**

▪ Trustee Rittenhouse moved to allocate $500,000.00 towards the NYS Downtown Revitalization Initiative Grant project contingent on securing the grant. Trustee Humphrey seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Trustee Humphrey moved to authorize Mayor Vogt Apply for DEC Tree Inventory and Management Grant. Trustee Rittenhouse seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, abstain. Motion passed 3-0.

▪ Trustee Rittenhouse moved to approve the Agreement to Renew the Livingston County Downtown Downtown Partnership Program Membership. Trustee Nagle seconded the motion. Vote: Trustee Nagle, aye; Trustee Rittenhouse, aye; Trustee Humphrey, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Trustee Rittenhouse moved to transfer $20,850.00 from the General Fund to the HOME Grant fund until reimbursed under the grant program. Trustee Nagle seconded the motion. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Trustee Rittenhouse moved to approve the HOME Grant Program Application for Dawn Baird. Trustee Nagle seconded the motion. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion passed 4-0.

▪ Trustee Rittenhouse moved to approved the CDBG Housing Rehab Grant Key Bank Subordination Request for William Alverson. Trustee Nagle seconded the motion. Vote: Trustee Humphrey, aye; Trustee Rittenhouse, aye; Trustee Nagle, aye; Mayor Vogt, aye. Motion passed 4-0.

**ACTION LIST SUMMARY:** Clerk Aldrich

**COMMUNITY COMMENTS:** None

**EXECUTIVE SESSION:** None

**MOTION TO ADJOURN:** Motion by Trustee Rittenhouse to adjourn, with second by Trustee Nagle. Vote: All Ayes. Motion carried 4-0. Meeting adjourned at 9:02pm.