**ANNUAL MEETING OF THE VILLAGE BOARD OF TRUSTEES**

**APRIL 3, 2023**

**SPECIAL MEETING** Motion by Trustee Worboys seconded by Trustee Harris to open the Annual Meeting at 6:30 pm.

 Motion carried.

**DEPUTY MAYOR** Motion by Trustee Main seconded by Trustee Floss approving the Mayor’s nomination of **Dan Harris** as Village Deputy Mayor for the ensuing official year.

Motion Carried.

**VILLAGE CLERK/**

**TREASURER** Motion by Floss seconded by Trustee Worboys approving the Mayor’s nomination of **Gina Hurley** as Village Clerk/Treasurer for the ensuing official year.

Motion Carried.

**DEPUTY CLERK/**

**TREASURER:** Motion by Trustee Worboys seconded by Trustee Harris approving the Mayor’s nomination of **Kerry Hoffman** as Village Deputy Clerk/Treasurer for the ensuing official year.

Motion Carried.

**DEPUTY**

**TREASURER:** Motion by Trustee Harris seconded by Trustee Main approving the Mayor’s nomination of **Melissa Luft** as Village Deputy Treasurer for the ensuing official year.

Motion Carried.

**VILLAGE ATTORNEY:** Motion by Trustee Main seconded by Trustee Floss approving the Mayor's nomination of **Matthew Lenahan** as Village Attorney for the ensuing official year.

Motion Carried.

**CODE ENFORCEMENT**

**OFFICER:** Motion by Trustee Floss seconded by Trustee Worboys approving the Mayor's nomination of **David Ford** as Code Enforcement Officer for the ensuing official year.

Motion Carried.

**ASSISTANT CODE** Motion by Trustee Worboys seconded by

**ENFORCEMENT OFFICER:** Trustee Harris approving the Mayor's nomination of **Melissa Luft** as Assistant Code Enforcement Officer for the ensuing official year.

Motion Carried.

**COURT CLERK:** Motion by Trustee Harris seconded by Trustee Main approving the Mayor's nomination of **Katherine Schlenker** as Court Clerk for the ensuing year.

Motion Carried.

**FIRE MARSHALL:** Motion by Trustee Main seconded by Trustee Floss approving the Mayor's nomination of **David Ford** as Fire Marshal for the ensuing official year.

Motion Carried.

**ASSISTANT FIRE MARSHALL:** Motion by Trustee Floss seconded by Trustee Worboys approving the Mayor's nomination of **Melissa Luft** as Assistant Fire Marshal for the ensuing official year.

Motion Carried.

**HISTORIAN:** Motion by Trustee Worboys seconded by Trustee Harris approving the Mayor's nomination of **Mary Lynn Menz** as Village Historian for the ensuing official year. Motion Carried.

**CONSERVATION BOARD** Motion by Trustee Harris seconded by

**CHAIRMAN:** Trustee Main approving the Mayor's nomination of **Andrew Less** as a Conservation Board Chairman for a one-year term.

Motion Carried.

**CONSERVATION BOARD**  Motion by Trustee Main seconded by

**MEMBER:** Trustee Floss approving the Mayor's nomination of **Carolyn** **Ganley** as a Conservation Board Member for a five-year term.

Motion Carried.

**CONSERVATION BOARD**

**ALTERNATE MEMBER**: Motion by Trustee Floss seconded by Trustee Worboys approving the Mayor’s nomination of **Andy Corey** as a Conservation Board Alternate Member for a one-year term.

Motion Carried.

**ZONING BOARD OF** Motion by Trustee Worboys seconded by

**APPEALS CHAIRMAN:** Trustee Harris approving the Mayor's nomination of **Brian Hoose** as Zoning Board of Appeals Chairman for the ensuing official year.

Motion Carried.

**ZONING BOARD OF**

**APPEALS MEMBER:** Motion by Trustee Harris seconded by Trustee Main approving the Mayor’s nomination of **Adam Keller** as a Zoning Board of Appeals Member, for a 5-year term.

Motion Carried.

**ZONING BOARD OF**

**APPEALS ALTERNATE**

**MEMBER:** Motion by Trustee Main seconded by Trustee Floss approving the Mayor’s nomination of **Scott Wild** as a Zoning Board of Appeals Alternate Member, for a 1-year term.

Motion Carried.

**ZONING BOARD OF**

**APPEALS ALTERNATE**

**MEMBER:** Motion by Trustee Floss seconded by Trustee Worboys approving the Mayor’s nomination of **Laura Voss** as a Zoning Board of Appeals Alternate Member, for a 1-year term.

Motion Carried.

**ZONING BOARD OF**

**APPEALS CLERK:** Motion by Trustee Worboys seconded by Trustee Harris approving the Mayor’s nomination of **Melissa Luft** as Zoning Board of Appeals Clerk, for a 1-year term.

Motion Carried.

**BOARD OF ETHICS** Motion by Trustee Harris seconded by

**MEMBER** Trustee Main approving the Mayor's nomination of **Jean Batte** as a member of the Board of Ethics for the ensuing official year.

Motion Carried.

**BOARD OF ETHICS** Motion by Trustee Main seconded by

**MEMBER:** Trustee Floss approving the Mayor's nomination of **Eric Walker** as a member of the Board of Ethics for the ensuing official year.

Motion Carried.

**BOARD OF ETHICS** Motion by Trustee Floss seconded by

**MEMBER:** Trustee Worboys approving the Mayor's nomination of **Glenn Clarke** as a member of the Board of Ethics for the ensuing official year.

Motion Carried.

**CEMETERY** Motion by Trustee Worboys seconded by

**SUPERINTENDENT:** Trustee Harris approving the Mayor’s nomination of **Tom Wiegert** as the Cemetery Superintendent for the ensuing official year.

Motion Carried.

**DEER MANAGEMENT**

**OVERSIGHT COMMITTEE:** Motion by Trustee Harris seconded by Trustee Main approving the Mayor’s nomination of **Stan Worboys** as the Chairman of the Deer Management Oversight Committee for a two-year term.

Motion Carried.

**DEPUTY CEMETERY** Motion by Trustee Main seconded by

**SUPERINTENDENT:** Trustee Floss approving the Mayor’s nomination of **Eileen Wiegert** as the Deputy Cemetery Superintendent for the ensuing official year.

Motion Carried.

**OFFICIAL BANKS:** Motion by Trustee Floss seconded by Trustee Worboys that the **Canandaigua National Bank (up to $2,000,000) and Five Star Bank (up to $3,000,000) and NY Class (up to $10,000,000)** be designated as official depositories of Village Funds for the ensuing official year.

Motion Carried.

**OFFICIAL PAPER:** Motion by Trustee Worboys seconded by Trustee Harris that **The Sentinel** is designated as an official newspaper for the Village for the ensuing official year.

Motion Carried.

**REGULAR MEETINGS:** Motion by Trustee Harris seconded by Trustee Main that the regular meetings of the Village Board be held the third Monday of each month Virtually and in the Village of Honeoye Falls Board room at 7:00 P.M. with the exception of January and February meetings. They will be held on the third Tuesday due to Federal Holidays.

Motion Carried.

**TRUSTEE WORKSHOPS:** Motion by Trustee Main seconded by Trustee Floss that Trustee Workshops be held the first Wednesday of the month at 7:30 A.M.

Motion Carried.

**SPECIAL MEETINGS:** Motion by Trustee Floss seconded by

 Trustee Worboys that special meetings may be called by any member of the Board of Trustees by seventy-two hours in advance with written notice or personal contact. Emergency meetings may be called at twenty-four hours or less.

Motion Carried.

**VILLAGE OFFICE** Motion by Trustee Worboys seconded by

 **HOURS:** Trustee Harris that Village Office Hours are 8:00 A.M. to 4:00 P.M., Monday through Thursday and 8:00A.M. to 12:30 P.M. Friday beginning June 2023.

Motion Carried.

**SEASONAL LABORERS:** Motion by Trustee Harris seconded by Trustee Main that the Mayor shall hire seasonal laborers when needed. Employment may be extended beyond a three-week period by authorization from the Board of Trustees.

Motion Carried.

**WAGE SCALE:** Motion by Trustee Main seconded by Trustee Floss approving a wage scale of up to **$17.00 per** hour be established for seasonal laborers at the discretion of the Mayor. Motion Carried.

**PETTY CASH:** Motion by Trustee Floss seconded by Trustee Worboys to establish a revolving petty cash account in an amount of $200.00.

Motion Carried

**ADVANCE APPROVAL**

**OF CLAIMS:** Motion by Trustee Worboys seconded by

 Trustee Harris that the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, and express charges 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.

Motion Carried

**MILEAGE ALLOWANCE:** Motion by Trustee Harris seconded by Trustee Main that $.62.5 per mile be established as a fixed rate for mileage as reimbursement to officers and employees who use their personal automobiles while performing their official duties on behalf of the Village. Motion Carried.

**ZOMBIE PROPERTY**

**LETTERS:**  Motion by Trustee Main seconded by

Trustee Floss to approve the dissemination

 of Zombie Property letters to any properties the Village

 deems appropriate.

 Motion carried.

**ELECTRICAL INSPECTORS:** Motion by Trustee Floss seconded by Trustee Worboys authorizing, the **New York Board of Fire Underwriters**, the **Middle Department Inspection Agency**, the **Atlantic Inland Inspection Agency**, the **Commonwealth Electrical Inspection Service Inc**., the **Genesee Star Agency, Inc.** and **John Polito,** to provide electrical inspections in the Village of Honeoye Falls for the ensuing official year.

Motion Carried.

**MONROE COUNTY** Motion by Trustee Worboys seconded by

**ASSOCIATIONS:** Trustee Harris authorizing Village Officials, employees, and guests to attend functions and activities sponsored by the Monroe County Association of Villages and authorizing Village Officials, and employees to attend functions and activities sponsored by the Monroe County Village Clerks' Association and authorizing Village Officials to attend functions and activities sponsored by the Monroe County Fire District Officers Association for the ensuing official year, and that associated expenses be reimbursed by The Village.

 Motion Carried.

**PUBLIC** Motion by Trustee Harris seconded by

**WORKS ASSOCIATIONS:** by Trustee Main authorizing Village Officials and employees to attend functions and activities sponsored by the American Public Works Association and the New York Rural Water Association (NYRWA) for the ensuing official year, and those associated expenses be reimbursed by the Village.

Motion Carried.

Motion by Trustee Main seconded by

 Trustee Floss authorizing Village Officials and employees to attend functions and activities sponsored by the Western New York Superintendents' Association and the New York Water Environment Association for the ensuing official year and those associated expenses be reimbursed by the Village.

Motion Carried.

Motion by Trustee Floss seconded by Trustee Worboys

**TOWN/VILLAGE** authorizing Village Officials and

**SUPERINTENTENDENTS** Employees to attend functions and activities sponsored by the

**ASSOCIATION:** Monroe County Town/Village Superintendents Association for the ensuing official year, and the association expenses to

 be reimbursed by the Village.

Motion Carried.

**NYCOM:** Motion by Trustee Worboys seconded by Trustee Harris authorizing Village Officials and employees to attend functions and activities sponsored by the New York State Conference of Mayors for the ensuing official year, and those associated expenses be reimbursed by the Village.

Motion Carried.

**MONROE COUNTY** Motion by Trustee Harris seconded by

**PLANNING FEDERATION:** Trustee Main authorizing Village Officials and employees to attend functions and activities sponsored by the Monroe County Planning Federation for the ensuing official year, and those associated expenses be reimbursed by the Village.

Motion Carried

**VILLAGE ENGINEER:** Motion by Trustee Main seconded by Trustee Floss that MRB Engineering and Hunt Engineeringare designated as the primary Village Engineer’s for the ensuing official year. However, the Village of Honeoye Falls will still have the availability to use any Engineering firm for any project.

Motion Carried.

**SERVICE AWARDS:** Mayor Milne recognized the following Village employees for their years of service to the Village:

Kyle Creager – 5 years

**ADJOURN:** Motion by Trustee Floss seconded by Trustee Worboys to adjourn the meeting at 6:56 P.M. Motion carried.

Respectfully submitted,

 **Melissa L. Luft**

Melissa L. Luft, RMC

 Deputy Treasurer