**Honeoye Falls**

**Village Board of Trustee Meeting**

**October 16th, 2023**

**Regular Meeting:** The Regular Meeting of the Village of Honeoye Falls Board of Trustees was called to order by Deputy Mayor Harris at 7:00 pm with the pledge.

**Trustees Present:** Trustee Harris, Trustee Floss, Trustee Wagner

Mayor Milne had a planned late arrival and arrived at 7:17pm.

**Trustees Excused:** Trustee Main due to illness.

**Also Present:** Brian Anderson, Village Administrator; Kerry Hoffman, Village Clerk-Treasurer; Matt Lenahan, Village Attorney; Muffy Meisenzahl, Joan Havilland, Danny Bassette, Chief Cory Trewer, Asst Chief Zavitz, Asst Chief Johnson

**Virtually Present:** Chief Ed Sheidlower

**Minutes:** Motion by Trustee Wagner seconded by Trustee Floss to approve Village Board Meeting minutes from 09/11/23, Motion carried. Trustee Floss AYE, Trustee Harris AYE Trustee Wagner AYE Motion Carried.

**Public Comments:**

* None

**Abstract No#5**

**2024** Motion by Trustee Floss, seconded by Trustee Wagner that upon an audit of Abstract No. 5 that approval be given for payment of the General Fund, Including the Sewer Fund in the amount of $153848.64. Voucher numbers #152177-152816, 152202-152209, 152219-152287. General Fund in the amount of $108303.29 and Sewer Fund in the amount of $45545.35. Motion carried. Trustee Harris AYE, Trustee Floss AYE, Trustee Wagner AYE Motion Carried.

**Trustee Reports**

**Trustee Floss**

* Thank you to Brian and David for their assistance with maintenance needs at the museum.

**Trustee Wagner**

* The Business breakfast has been scheduled for 11/2. Communication will go out this week to local businesses, and we will be sure it goes out to all the trustees as well.

**Trustee Harris**

* Thank you to Brian and Chief Sheidlower for all of their hard work regarding ambulance staffing.

**Administrator’s Report**

* CREST paperwork has been submitted to DASNY for all 3 projects Ambulance/sweeper/West Main St. sidewalk improvements including the pay request for the sweeper.
* The 2024 Tree City USA application has been submitted and is being reviewed
* We are still expecting the new ambulance to be delivered in the next few weeks
* Currently getting quotes for more cemetery tree work

**Would like to have the November meeting begin with executive session at 5:00 for the purposes of employee reviews.**

**Resolution:**

* Motion by Trustee Wagner, seconded by Trustee Floss to begin the November meeting at 5:00 with executive session for employee staff reviews. Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. Motion Carried.

**Clerks Report**

* Melissa and Kerry both attended NYCOM in Lake Placid. Kerry had never been, and was very impressed with the amount and variety of material that was covered. Kerry also enjoyed networking with some of the clerk’s that she had not had the opportunity to do so with yet.
* The Annual Financial Report (otherwise known as the AUD) was filed with the OSC on September 29th. As mentioned at a prior meeting, the village did it a little differently this year, and filed it independently instead of having MMB do the filing. The filing is a complex process and MMB still played an integral part in helping us complete the final financials for the year and assisted Kerry in completing the filing. Kerry appreciates their continued assistance and cooperation as always.
* Honeoye Falls will be hosting the Annual Clerk’s Dinner on Wednesday October 18th at Mendon 64. This dinner is sponsored by the mayor’s association and we appreciate them doing this for us.

**DPW/CEO Report**

* Both new pickup trucks have been delivered
* Pickups were sold at auction October 7th, Highway truck sold for $35,000(we paid $39,500 in 2019). Sewer truck sold for $41,500(we paid $47,000 in 2019). The equipment replacement plan is working very well.
* The 2001 Sweeper was sold at Online auction for $9,800, which was more than expected.
* Discussed Rotary Park playground swing replacement options
* New employee interviews will start next week
* Leaf pickup has started

**Ambulance Report**

Thank you to Brian and Dan for their support during the hiring process.

**Fire Department Report**

* 275 calls to date this year, 40 since our last meeting.
* We are in the process of applying for the annual DEC grant. If approved this grant is a 50/50 match.
* Annual Physicals will begin Nov 6th.
* We have completed our annual inspections and have a list of repairs that will be needed
* Truck 563 is currently out of service, hoping to be back within the next week.

**NEW BUSINESS**

**Resolution**

**Letter of Credit**

Motion by Trustee Wagner, seconded by Trustee Floss to approve the Letter of Credit Release for Wolfsberger Park (Phase 2A) Release #2 in the amount of $483,830.34. Trustee Harris AYE, Trustee Floss AYE, Trustee Wagner AYE. **Motion carried**.

**Resolution**

**Christmas Tree Sales**

Motion by Trustee Floss, seconded by Trustee Wagner to approve the use of Harry Allen Park by Boy Scout Troop#10 from November 20, through December 29th for their annual Christmas Tree sale. Trustee Harris AYE, Trustee Wagner AYE Trustee Floss AYE. **Motion Carried**.

**Resolution**:

**Village Holidays**

Motion By Trustee Wagner, seconded by Trustee Floss, to approve the 2024 Village Holidays as presented. Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion carried**.

**Resolution**

**Trickle Filter Arms**

Motion by Trustee Floss, seconded by Trustee Wagner to approve the purchase of new Trickle Filter arms for $50726.00 from Westech. These will be purchased as budgeted from line G-8130-20. Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried.**

**Resolution**

**Ambulance Staffing**

* Discussion including the board and Chief Sheidlower regarding two internal employees being hired as full-time staff at the Ambulance Base.
* Motion by Trustee Wagner, seconded by Trustee Floss to promote Julie Jordan from per diem paramedic to full time paramedic as listed in the offer sheet presented to the Village Board. Mayor Milne AYE, Trustee Harris AYE, Trustee Floss AYE Trustee Wagner AYE. **Motion Carried**.
* Motion by Mayor Milne, seconded by Trustee Floss to promote Marcus Pomolio from per diem paramedic to full time paramedic as listed in the offer sheet presented to the board. Mayor Milne AYE, Trustee Harris AYE, Trustee Floss AYE Trustee Wagner AYE. **Motion Carried**.

**Public Hearing**

**Village of Honeoye Falls**

**Notice of Public Hearing**

Deputy Mayor Harris opened the public hearing at 7:32pm

Clerk-Treasurer Kerry Hoffman read the public hearing

**NOTICE** is hereby given that the Village of Honeoye Falls proposes to appropriate the

sum, up to $ 95,000 (ninety-five thousand dollars) from the Ambulance Reserve Fund AA-0231-A0 for the purpose of replacing an ambulance.

**THEREFORE,** pursuant to statute, the Board of Trustees will hold a public hearing on **October 16, 2023** at \_\_7:30**\_\_\_pm** to hear all persons interested in the matter. The specific details can be obtained at the Village Office during regular business hours.

Dated: September 25, 2023

Kerry S. Hoffman

Village Clerk Treasurer

Motion by Trustee Floss, seconded by Trustee Wagner to keep the public hearing open until 7:45pm. No public comment offered or received.

Motion by Trustee Wagner, seconded by Trustee Floss to approve the expenditure of funds as noticed. Mayor Milne AYE, Trustee Harris AYE, Trustee Floss AYE, Trustee Wagner AYE. Motion Carried.

**Resolution**

**Intermunicipal Agreement**

Motion by Trustee Wagner, seconded by Trustee Floss to approve the 5-year Intermunicipal agreement between the Village and Monroe County for Snow and Ice Control Services as presented. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried.**

**Resolution**

**Rotary Park Swing Set**

Resolution by Trustee Wagner, seconded by Trustee Floss to approve the purchase of a new wooden swing set for Rotary Park from Bears Playgrounds, at a cost of $3813.48. This purchase will be made from Parks Reserves and a public hearing will be set for November 20th at 7:30. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried**.

**Resolution**

**Perinton Ambulance**

Motion by Trustee Floss, Seconded by Trustee Wagner to approve a Pre-Hospital Agreement between the Village of Honeoye Falls and Perinton Ambulance as presented. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried**.

**Mayor’s Report**

We will be having a “big check” presentation with Assemblywoman Lunsford’s office on Nov 14th for the Community, Resiliency, Economic, Sustainability and Technology (CREST) Program Grant. **More details will be available soon**.

**Resolution**

**Cancer Leave Policy**

Motion by Mayor Milne, seconded by Trustee Wagner to approve the Employee Cancer Leave Policy as presented. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried**.

**Resolution**

**Covid Leave Policy**

Motion by Trustee Wagner, seconded by Trustee Floss to approve the Employee Covid Leave Policy as presented. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried.**

**Resolution**

**Hunt Engineering**

Motion by Mayor Milne, seconded by Trustee Wagner to approve the proposal for $25,000 from Hunt Engineering regarding the West Main Street Sidewalk Project. This project is being funded via a CREST grant. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried.**

**Resolution**

**West Main St Sidewalk Funding**

**Fund Balance**

Motion by Trustee Wagner, seconded by Trustee Floss to appropriate $125,000 from unappropriated fund balance for the West Main Street Sidewalk project. These funds will be reimbursed to the Village via a CREST Grant. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried.**

**Resolution**

**West Main St Sidewalk Funding**

**ARPA Funds**

Motion by Trustee Floss, seconded By Trustee Wagner to allocate up to $50,000 of our ARPA funding to complete the West Main St Sidewalk Project. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. **Motion Carried**.

**Discussion**

**FD Staffing**

* Discussion regarding the FD staffing program.
* FD will begin interviews and submit approved applications for review by the board at the November meeting.
* FD was notified the Civil Service application for the position has been submitted and we are awaiting their approval.

**Mayor Milne requested the FD also confirm that there is enough gear for the new** **staff.**

**Old Business:**

**Hamilton Dam Update**

* Mayor Milne addressed the report prepared by Hunt Engineering.
* Mayor Milne advised that the report stated there is no imminent danger to the dam currently, nor any impact on neighboring structures caused by the dam, therefore the Village will not be performing any work on the dam/falls at this time.

**Discussion ensued amongst the Village Board, Attorney Lenahan, Muffy Meisenzahl, and Joan Havilland.**

**Statement:**

* Deputy Mayor Harris made a statement expressing the condolences of the Village Board and staff for the passing of Raymond Milne. In appreciation for Mr. Milne’s extensive contribution to the Village and community alike, the Village Board and office staff will be purchasing a tree (at no cost to taxpayers) to be planted at the corner of Norton/Main St in his honor during the 2024 Environmental Fair.

**Adjourn:**

* Motion by Trustee Wagner, seconded by Trustee Floss to close the public meeting at 8:36pm. Mayor Milne AYE, Trustee Harris AYE, Trustee Wagner AYE, Trustee Floss AYE. Motion Carried.

**Respectfully Submitted,**

**Kerry Hoffman**

**Clerk/Treasurer**