

**Village Board Meeting Minutes
January 2, 2018**

The Village of Caledonia Board of Trustees held a meeting on Tuesday, January 2, 2018 at 6:30 p.m. at the Village Office.

Members Present: Mayor Debbie Davis, Deputy-Mayor Scott DiLiberto, Trustee Dorothy Grant-Fletcher, Trustee Jerry O'Donoghue and Trustee Polly Nothnagle. Also present Village Attorney Ed Russell, Park Supervisor Barry Ganzhorn and Code Enforcement Officer Mike Murphy.

A **motion** was made by Trustee Nothnagle to approve the December 5, 2017 Board Meeting Minutes with one addition: "The easement will replace the deed due to the village water line being on this section of land." Trustee Grant-Fletcher seconded the motion.

AYE: Mayor Davis, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Abstain: Deputy-Mayor DiLiberto was not present at this meeting.

Bills were audited and ordered paid:

Abstract #573, General \$1,348.70

Abstract #409, Water \$16,248.87

Abstract #574, General \$82,570.25, Water \$14,204.71

Abstract #410, Water \$130.00

A **motion** was made by Trustee Grant-Fletcher to approve the bills paid; Trustee O'Donoghue seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

A **motion** was made by Trustee Nothnagle to approve following Budget Transfer; Trustee O'Donoghue seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

A1420.400 Law Contractual \$1,147 from A1990.400 Contingent Contractual

A **motion** was made by Trustee O'Donoghue to approve the following Budget Amendment; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

A2260 Public Safety \$1,260 & A1320.140 Police O/T

Airosmith Development, Mona Samaan, Chief Operating Officer – informed the board that a new T-Mobile contract is complete and they are able to construct the new 150 ft cell tower. Blue Sky Construction will begin clearing the area in March.

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Clerk-Treasurer Ann Marie Grattan presented the December Clerk Report.

Submitted were Budget Status Reports for General, Water, Capital and Trust & Agency Funds, the Financial Report, Department Supervisors payroll and contractual expense reports and the Water Reconciliation Report. A **motion** was made by Deputy-Mayor DiLiberto to accept the report; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O’Donoghue and Nothnagle

NAY: None

Standard Work Day and Reporting Resolution

The following resolution was offered by Trustee O’Donoghue with Trustee Nothnagle moving for adoption:

WHEREAS, The New York State Employees’ Retirement System requires that a standard workday be established for all elected and appointed officials for retirement reporting purposes, and

WHEREAS, The Village of Caledonia adopted a Resolution on January 2, 2018 establishing a standard workday for all elected and appointed officials, and

WHEREAS, The Village of Caledonia will hereby continue to establish the standard workday for all elected and appointed officials annually, now, therefore, be it

RESOLVED, that the Village of Caledonia hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked per month to the New York State and Local Employees’ Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O’Donoghue and Nothnagle

NAY: None

<u>Elected Officials:</u>	<u>Standard Work Day Hours</u>	<u>Days Worked Month</u>	<u>Term Begins/Ends</u>
Village Justice	6 hours	2.34 days	04/04/16 to 4/03/20
<u>Appointed Officials:</u>	<u>Standard Work Day Hours</u>	<u>Days Worked Month</u>	<u>Term Begins/Ends</u>
Court Clerk	7 hours	13.18 days	04/04/16 to 04/03/20
DeputyClerk Treasurer	6 hours	9.84 days	04/07/14 to 04/06/18
Crossing Guard	6 hours	3.91 days	04/07/14 to 04/06/18
Associate Village Justice	6 hours	.40 day	04/07/14 to 04/06/18
Recreation Director	6 hours	3.38 days	01/01/16 to 04/06/18
Code Enforcement Officer	6 hours	3.30 days	09/01/15 to 04/06/18
Village Attorney	6 hours	1.04 days	04/07/14 to 04/06/18

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O’Donoghue and Nothnagle

NAY: None

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Deputy-Mayor DiLiberto read the Police Report for December. There were 64 calls for service, 22 traffic tickets issued, six Town of Caledonia assists and two accident reports. A fire investigation was completed with the County Fire Coordinator for the Shelton house. Several property checks were conducted for travelers. Chief Chapman taught a class Arson and Fire Department relations at the Police Academy. Several lost K-9's are back home due to the Police Officers. The December SRO Report includes 12 district calls for police services, two out-of-building assists, six classroom visits and one emergency drill. A **motion** was made by Trustee Grant-Fletcher to accept the report; Trustee O'Donoghue seconded the report.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

2011 Crown Vic – discussion on options for the existing police car once the new SUV arrives. The car will continue to be used by Officer Truax for School Resource duties Monday – Friday at Cal-Mum. No major repairs will be made to the vehicle. The cost of insurance is \$500 annually and is built into the SRO contract fees the school pays the village. A **motion** was made by Trustee O'Donoghue to continue use of the Crown Vic for Officer Truax's school duties; Trustee Grant-Fletcher seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher and O'Donoghue

NAY: Trustee Nothnagle

A **motion** was made by Deputy-Mayor DiLiberto to approve Mayor Davis to sign the 2018 Emergency Police Protection agreement with the Town of Caledonia for police coverage; Trustee O'Donoghue seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Barry Ganzhorn presented the Matthews-MacKay Park Report for December. A \$20 donation was made to the Mackay account. Also, the Caledonia Library and Big Springs Museum each received their annual \$20 checks from the village. A **motion** was made by Trustee Grant-Fletcher to accept the report; Trustee Nothnagle seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Mayor Davis discussed items she would like to see in the 2018-2019 budgets. After speaking with DPW Supervisor Chris Buckley a plow is needed for the new 1-ton F450 truck and he would like to replace the Bobcat with a new sidewalk plow. The old one would be sold.

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Trustee Nothnagle mentioned the 2016 adopted Comprehensive Plan and how we should be looking at the recommendations made by the committees for the future of the village. Mayor Davis will bring her copy to the next board meeting.

Discussion regarding financial planning for the purchase of a dump truck in 2019. Mayor Davis presented the history of water increases to the base unit fee. It was increased from \$15 to \$20 in 2003. In 2011 it increased to \$25. Every 7/8 years the increase is \$5 per unit to cover equipment purchases to maintain the water infrastructure. A **motion** was made Trustee Nothnagle to increase the base unit fee to \$30 effective on the April billing; Trustee O'Donoghue seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Mike Murphy presented the Code Enforcement Report for the month of December.

Permits were issued for a deck, shed and LED sign. Mike assisted the Livingston County Health Department with a waste disposal complaint at the Caledonia Apartments. There was a fire at 2886 Main Street with a total loss of residence. Mike discussed the former day care on State Street is being used illegally as a home. Permits were not obtained for a bathroom. Violations notices will be issued. A **motion** was made by Trustee Nothnagle to accept the report; Trustee O'Donoghue seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

A **motion** was made by Trustee Nothnagle to approve Mike Murphy attend a CEO conference at RIT in March for \$390; Trustee O'Donoghue seconded the motion

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Public Hearing: a **motion** was made by Deputy-Mayor DiLiberto to hold a Public Hearing on Tuesday, February 6, 2018 at 6:30 p.m. regarding Local Law #1-2018 – Solar Panel Law; Trustee Nothnagle seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Public Hearing: a **motion** was made by Deputy-Mayor DiLiberto to hold a Public Hearing on Tuesday, February 6, 2018 at 6:30 p.m. regarding amending the Cold War Veterans Exemptions Local Law #2-2018; Trustee Nothnagle seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

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Public Hearing: a **motion** was made by Deputy-Mayor DiLiberto to hold a Public Hearing on Tuesday, February 6, 2018 at 6:30 p.m. regarding Local Law #3-2018, a law authorizing a property tax levy in excess of the limited established in General Municipal Law §3-c.; Trustee Nothnagle seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Executive Session – a **motion** was made by Trustee O'Donoghue at 7:40 p.m. to enter into Executive Session to discuss personnel; Trustee Nothnagle seconded the motion;

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

After some discussion, a **motion** was made by Trustee O'Donoghue at 8:10 p.m. to close the Executive Session; Deputy-Mayor DiLiberto seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

There being no further business, a motion to adjourn was made at 8:10 p.m. by Trustee O'Donoghue; Deputy-Mayor DiLiberto seconded the motion.

AYE: Mayor Davis, Deputy-Mayor DiLiberto, Trustee Grant-Fletcher, O'Donoghue and Nothnagle

NAY: None

Ann Marie Grattan

Village Clerk-Treasurer