

July 18, 2005

REGULAR MEETING: The Regular Meeting of the Village of Honeoye Falls Board of Trustees was called to order by Mayor Milne at 7:00 p.m. with the Pledge.

TRUSTEES PRESENT: Trustee Pavelsky, Trustee Worboys, Trustee Clark

TRUSTEE ABSENT: Trustee Alfieri

ALSO ATTENDING: Greg Emerson, Frank Brunstetter

MINUTES: Motion by Trustee Pavelsky, seconded by Trustee Worboys to approve the minutes of June 20, 2005 as presented. Motion carried.

Motion by Trustee Pavelsky, seconded by Trustee Clark to approve the minutes of July 7, 2005, as amended. Motion carried.

ABSTRACT NO. 2: Motion by Trustee Worboys, seconded by Trustee Pavelsky that upon an audit of Abstract No. 2, that approval be given for payment of the General Fund, including Sewer Fund in the amount of \$48,504.93 to include voucher PP-1 – PP-23; General Fund in the amount of \$66,467 to include voucher 924 – 985; Sewer Fund in the \$17,086.97 to include voucher G-902 – G-93. Motion carried.

MAYOR'S REPORT: Mayor Milne informed the Board that he received a letter of thanks from United Way for our campaign this year. The Village earned the Award of Excellence Plus, United Way's most prestigious campaign award. Mayor Milne thanked Jean Batte for coordinating this effort and to all employees.

Mayor Milne attended the Festival on the Green Committee meeting and thanked them for this year's efforts and offered continued support by the Village. The committee had some concern about security and control of parking for vendors. Mayor Milne suggested using volunteers to help enforce/control parking.

The Genesee/Finger Lakes Regional Review letter has an interesting write-up on Main Streets. It is in the Trustee file for review.

There is a copy of the Village of Pittsford's newsletter in the Trustee file for review. Trustee Clark is working on a layout for the Village Newsletter to go out in August.

HFLCS Superintendent resigned effective January 1, 2006. Mayor Milne will send a letter of support to HFLCS to form a close relationship between the school and village to resolve some issues (drainage). As a result of a meeting with local resident and Monroe County Sheriff's Department, the school will be contacted to discuss a committee to look at problems of perceived drug trafficking/under age smokers.

Mayor Milne will attend the 7/20 Ambulance meeting.

Mayor Milne will attend the 7/19 Monroe County Council of Governments meeting.

The Town Deer Committee is having a problem getting help with website updates. They need a person interested in helping with this.

Dates for the Village Employee Picnic at the fireman's field will be considered. Greg Emerson suggested using the Gleason facility.

Mayor Milne has received quite a few nice comments from residents at Southern Manor regarding work being done by Village and Town staff. He thanked Greg and his staff.

TRUSTEE REPORTS:

TRUSTEE CLARK:

Paul Worboys contacted Trustee Clark about getting some replacement flags for those damaged by lawn mowers. Paul also asked about an update of veteran firefighters for flags.

Newsletter should go to the printer in August. He is researching costs.

A representative of the Mendon Historic Preservation Society commented that through previous conversations, the Village was not interested. The Board discussed previously and agreed to leave it up to Village residents if they wanted historic designation. The code enforcement officer would need to control/oversee. If anyone knows of

any resident interested they should contact the Village. The Board will discuss further at the August meeting. The representative from the Town committee would give a presentation to the Board.

Bill Mantegna contacted Trustee Clark about pot holes at the Family Dollar Store entrance. Greg Emerson said they will be filled.

TRUSTEE WORBOYS: The summer recreation program is going well. Attendance is up. The YMCA also has a program at the school this year.

TRUSTEE PAVELSKY: The Chamber is off for the summer. They are sponsoring the movies/concerts in the park.

Trustee Pavelsky asked about maintenance at a Church Street property. Per Greg Emerson a violation letter was sent last week. The property owner has 10 days to respond before the Village would mow the lawn.

CLERK'S REPORT: Jean Batte reported she attended the GFOA Summer Seminar today in Lockport.

General Code Publishers is working on the annual code update. Cost is estimated at \$1,000.

Jean is researching reprinting Anne Bullock's book, "Flavor of Honeoye Falls 1938-1988". Need to research the original printer, etc.

Jean and Joan will attend the Monroe County Village Clerk's Lunch Meeting 7/20 in Webster.

Jean updated the Board on GASB 34. The Government Accounting Standards Board (GASB) establishes accounting rules as an independent organization. In June 1999 they issued GASB 34. It covers the basic financial statements. Governments need to report capital assets with consideration of depreciation, including infrastructure assets and historical treasures. The objective of the new statement is that anyone with an interest in public finance – citizens, media, board members, creditors, legislators – will have additional information in a business like format about any government in the U.S. Large governments with revenues over \$100 million needed to comply in 2001,

medium over \$10 million in 2002, smaller governments less than \$10 million 6/03. The village will comply with GASB 34 as part of the 2004-05 year end report.

Jean advised the Board that the NYCOM Bulletin is in the Trustee file. Mayor Milne and other Monroe County representatives are recognized.

VILLAGE ADMINISTRATOR'S REPORT: Greg Emerson updated the Board on DPW projects. Pipe, catch basins and laterals have been installed on Church Street. Milling will be done 7/21 and paving will be done by the Town 7/27. Pipe and catch basins are installed on Fairlawn and Greenlea. Yard restorations and hydro-seeding are complete. Driveway restorations began today. 1500 ft. of pipe and 14 catch basins have been installed on Fairlea. He anticipates that the project will be completed on schedule. Greg is discontinuing the use of recycled glass for pipe bedding because of a syringe needle found in the glass. He feels there is too much risk to employees. There will be an additional cost of \$10,000 for use of stone.

The Monroe Street Project will need a time extension request to FEMA. The drainage ditch between the fireman's field and Monroe Street Park was cleaned last week.

Greg reported on vandalism in HAP and North Main Street Park.

Flags on Main Street were removed and washed last week. We will budget for new ones next year.

Code Enforcement sent out 18 letters last week, abandoned vehicles to property maintenance. The road at Village Square was paved and stripped last week. Mathstone completed drainage work on Carriage Street last week.

The Parks Committee will meet 7/25.

RFP's were developed for mechanical, electric and equipment with LaBella.

MECHANICAL PUMP WELL

MODIFICATIONS RFP'S:

Motion by Trustee Pavelsky, seconded by Trustee Clark to approve a Request for Proposals for Mechanical

Pump Well Modifications at the Wastewater Treatment Plant. Proposals will be received by 7/29/05. Motion carried.

Expenditure of funds from the Sewer Plant Repair Reserve Fund will need to be approved.

OLD BUSINESS:

OFFICE OF ECONOMIC DEVELOPMENT: The Village has a signed contract with Scott Winner for professional services related to the Office of Economic Development. Mayor Milne met with Mr. Winner 7/15. Mayor Milne will set up a public gathering to allow local businesses to meet Mr. Winner.

NEW BUSINESS:

AMBULANCE PER DIEM EMPLOYEE: Motion by Trustee Pavelsky, seconded by Trustee Worboys to approve William Wood as a Part time Ambulance Per Diem employee. Motion carried.

LETTER OF CREDIT RELEASE

VILLAGE SQUARE: Motion by Trustee Worboys, seconded by Trustee Pavelsky that upon recommendation from the Village Engineer the release of funds in the amount of \$41,347.50 from Letter of Credit No. 821422 held by Monroe Village Associates, LLC is approved. Motion carried.

NYSDEC FIXED FILM

OPTIMIZATION WORKSHOP: Motion by Trustee Worboys, seconded by Trustee Pavelsky to approve attendance at the NYSDEC Fixed Film Optimization Workshop September 14 – 16, 2005. Motion carried.

NIAGARA MOHAWK SERVICE ACCOUNT

REPORTING AGREEMENT: Motion by Trustee Clark, seconded by Trustee Pavelsky to authorize the Mayor to enter into a Service Account Reporting Agreement with Niagara Mohawk. Motion carried.

AMBULANCE FACILITY STRIPPING: Motion by Trustee Pavelsky, seconded by Trustee Worboys to approve the proposal submitted by Bill Ross in the amount of \$2,889.00 for stripping and sealing at the Ambulance Facility. Motion carried.

REQUEST TO SEMO FOR EXTENSION
OF MONROE STREET STORM

SEWER PROJECT COMPLETION: Motion by Trustee Pavelsky, seconded by Trustee Clark to authorize a request to SEMO for extension of the completion date for the Monroe Street Storm Sewer Project from 9/30/05 to 12/31/05. Motion carried.

CAPITAL ASSETS ACCOUNTING POLICY: Motion by Trustee Pavelsky, seconded by Trustee Clark to approve the following Capital Assets Accounting Policy for GASB 34 Reporting:

VILLAGE OF HONEOYE FALLS
CAPTIAL ASSETS ACCOUNTING POLICY

The finance office shall be the official responsible for oversight of the accounting for capital assets according to the procedures documented in this policy.

A. Valuation

All assets will be recorded at cost based on invoice price and include all necessary costs incurred to place the asset in service. Incidental costs may include, but are not limited to shipping, handling, freight, duties, registration fees, installation costs or insurance during transit. All gifts of capital assets will be recorded as fair value at the time received.

B. Capitalization (\$ Threshold)

Assets with a useful life of greater than three years will be considered for capitalization. The threshold to be used for the following purposes and or categories of assets as follows:

	Physical and Insurance Purposes	Financial Reporting (GASB 34)
Land Improvements	\$10,000	\$25,000
Buildings and Improvements	\$10,000	\$50,000
Furniture and Equipment	\$ 1,000	\$ 5,000
Infrastructure	\$10,000	\$50,000

C. Depreciation Method and Used Lives

All assets will be depreciated using the straight-line method and useful lives will be estimated in the year of purchase. Depreciation expense will be calculated beginning in the year after acquisition.

EXECUTIVE SESSION: Motion by Trustee Pavelsky, seconded by Trustee Worboys to adjourn to Executive Session at 8:10 p.m. to discuss matters of Legal Concerns and Personnel Issues. Motion carried.

Motion by Trustee Clark, seconded by Trustee Pavelsky to return to Regular Session at 8:37 p.m. Motion carried.

ADJOURN: Motion by Trustee Worboys, seconded by Trustee Clark to adjourn the meeting at 8:37 p.m. Motion carried.

Respectfully submitted,

Jean M. Batte
Clerk Treasurer