

March 17, 2008

- 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 Alfieri, Trustee Clark
- ALSO PRESENT:** Mike Tobin, Greg Emerson, Eric Knox, Mary Tichenor, Frank Brunstetter
- MINUTES:** Motion by Trustee Pavelsky, seconded by Trustee Worboys to approve the minutes of February 19, 2008 as presented. Motion carried.
- ABSTRACT NO. 10** Motion by Trustee Pavelsky, seconded by Trustee Worboys that upon an audit of Abstract No.10 that approval be given for payment of the General Fund, including Sewer Fund in the amount of \$24,974.84 to include voucher PP 134-PP149, Sewer Fund in the amount of \$4,613.06 to include voucher G3642-G3657; General Fund in the amount of \$56,288.37 to include voucher 3576-3641; to include voucher CP#21 in the amount of \$788.00. Motion carried.
- TRANSFERS:** Motion by Trustee Pavelsky, seconded by Trustee Clark to authorize the Treasurer to make the following transfers:

FROM		TO	
G8120.20	1859.26	G8120.40	1859.26
G8130.20	4000.00		
G9010.80	673.00	G9790.90	673.00
A1010.40	966.52	A1325.41	966.52
A1210.40	389.04	A1330.40	389.04
A1230.40	1000.00	A1420.40	1000.00
A1325.20	45.00	A1450.40	45.00
A1620.43	2257.41	A1620.42	2257.41
A1670.40	921.35	A1989.40	921.35
A3410.40	8005.25	A3410.21	1035.11
		A3410.24	2260.80
		A3410.42	4709.34

A4540.45	3502.26	A4540.21	4447.14
A4540.42	2223.06	A4540.24	394.00
		A4540.40	354.49
		A4540.46	529.69
A554.40	12,169.63	A5110.21	10,630.81
		A5110.45	1384.11
		A5110.20	154.71
A5110.42	3877.50	A5142.10	3877.50
A9720.72	1629.59	A7110.40	5863.53
A9780.60	2039.00		
A8020.11	2194.94		
A8810.10	18.08	A8810.20	18.08
A9720.72	2.43	A9720.66	.22
		A9720.73	.75
		A9720.74	.50
		A9720.76	.96

**RECOGNITION OF
CITIZENS:**

Eric Knox, a member of the Honeoye Falls Volunteer Fire Department presented a proposal for a firefighter retirement program. It is thought that by offering a retirement program the department would be better able to retain its volunteers. The volunteers would have to meet certain criteria to be eligible for the program. Mr. Knox passed out three different proposals to the Board. The Board will review the information and discuss further at another date.

MAYOR'S REPORT:

Mayor Milne reminded the Board of a budget workshop scheduled for Saturday, March 22, 2008 at 8am.

On March 25th at 7pm there is a meeting at the Mendon Fire Hall regarding the proposed new Mendon Library.

On March 27th at 6:30pm there is a meeting at the Village Hall with Honeoye Falls Emergency Services reps, Mendon Emergency Services reps, Peter Doyle and Ian McNabb.

The Village has received a request for the use of Harry Allen Park Gazebo on Thursday, May 1st at noon for a community National Day of Prayer observation. Motion by

Trustee Clark, seconded by Trustee Pavelsky, to approve the use of Harry Allen Park Gazebo on Thursday, May 1, 2008 at noon for a community National Day of Prayer observation. Motion carried.

Mayor Milne passed out a report for our new Historian Lynne Menz detailing some of her duties and projects to date.

Two letters from Monroe Street residents requesting changes in the traffic handling on Monroe Street were received at the Village Office. More letters are expected to be coming soon.

Mayor Milne, Supervisor McNabb, Dr. Michelle Kavanaugh, HFL Superintendent, and Steve Scienna of the Monroe County Sheriff's Office discuss use of a constable in the Village.

Rick will be attending the Council of Government meeting on 3/18th.

The Village has received another commitment for the summer concert series. The newest commitment is from General Motors. The other two are from Southco and Star Headlight and Lantern.

TRUSTEE REPORTS

TRUSTEE CLARK: No report.

TRUSTEE ALFIERI: Trustee Alfieri reported the Firehouse Improvement Group would be meeting on 3/25/08.

He also presented a "Spring Local Government Workshop" flyer he had received. Joan will make copies and have distributed to Planning and Zoning boards members.

TRUSTEE WORBOYS: Recreation Department moving forward with plans for the Summer Recreation Program even though they will not be able to use the Manor School this summer.

Trustee Worboys said a Village resident approached him recently about problems with the youth in the Village.

TRUSTEE PAVELSKY: Trustee Pavelsky reported the Chamber of Commerce is working on a job description for an Administrator. A job description should be ready by the April 21, 2008 Board meeting.

DEPARTMENT REPORTS

VILLAGE ADMINISTRATOR:

WWTP/System

- Annual DEC inspection last week of the plant and operations. Craig Jackson who is our area manager has 26 plants that he oversees. He commented that he should have most of those operators come here for a day. That was quite positive. The state is looking for us to make more progress on the high flows. This is getting to be more of a priority for us as we would not want them to issue an order. I will be preparing a letter for Monroe St and Southern Manor residents for sump pumps/floor drains/gutters. Will progress on more home inspections and follow up July/August.

Highway

- Street Sweeper- \$20,000.00 in damage. Submitted estimates and other documents last week to our insurance. We normally start using machine the first week of April. Not looking good.
- Staff has been getting a little burnt out. Weekend snows have been stressful.

Parks

- Assisted Rotary in writing 2 grants (1) for electric outlets and lights in the pavilion. (2) for a new flagpole and low voltage lighting.
- Rotary voted on and approved the expense for another pavilion. Greg will present to you before anything else happens.

Fire Dept

- Working on another grant application that is due 4/4/08. This is for equipment - Turnout gear, RIT bags, gear racks, and a Thermal Imaging Camera. \$75- 80 K
- Capital planning meeting Wednesday at 7 pm

Ambulance

- Paving in May

Cemetery

- Rules- i.e.: Sheppard's hooks, solar lights, mowing/trimming damage, etc.

Other

- Summer Help ad. Ed Lautner. He can start 5/19
- Basement should be 90% complete by end of week.
- Brian/Dave/myself went to an OSHA update seminar on 2/26 put on by Fred Pryor Seminars. It was at the Radisson on Jefferson Rd.

- Asa/Dave/Todd/Eric/Chad went to a 3 hour safety training course today put on by John Klotz from HRH

CLERK’S REPORT:

Gina Hurley is at “Introduction to Government Accounting” classes 3/20-3/22. Joan Johnson will be attending the same classes in April 2008.

Joan is cross training with Carolyne Borate, our bookkeeper, learning the payroll process.

We are waiting for a quote from an accounting firm to do our annual audit.

OLD BUSINESS

PARK SURVEY RESULTS:

Mayor Milne told the Board the survey results were in his office. He will email a copy to all the Trustees. Ian McNabb is reviewing the survey for the Town. On April 1st a representative from Crux Research will go over the survey results with Mayor Milne. Results will be posted on the Village website and hard copies will be available at the Village Office

SKATE PARK GUIDELINES:

Attorney Tobin prepared guidelines for the skate park as suggested by the Village’s insurance company. The guidelines will be posted at the skate board site. Trustee Worboys has pictures of some similar signs from other parks. He will share these with the rest of the Board.

Motion by Trustee Pavelsky, seconded by Trustee Alfieri to approve Village of Honeoye Falls Monroe Street Park Skate Park Guidelines

VILLAGE DRUG & ALCOHOL POLICY:

Administrator Emerson showed a brochure from Educational Resources Associates that could be used for this program and would also be able to support any needs for counseling. The annual cost would be around \$2,300. HFL schools use this same firm.

Motion by Trustee Alfieri, seconded by Trustee Pavelsky to approve the Village Drug & Alcohol Policy and use

Educational Resources Associates to administer it. Motion carried.

Greg Emerson will have information at the April 21, 2008 meeting about a group who can do background checks for the Village.

**APPLICATION FOR
EMPLOYMENT
CHANGES:**

The Board reviewed the changes Attorney Tobin made to the Village's Employment Application. The addition relates to the applicant's agreement to complete a drug test as part of the application process.

Motion by Trustee Worboys, seconded by Trustee Pavelsky to approve the new Village of Honeoye Falls Application for Employment. Motion carried.

**PARKS USE
PROCESS:**

BLAZE Soccer has a ten year lease to use Monroe Street and North Main Street parks starting in 2006. They will work with HFL Youth Soccer to work out the dates they each will use the parks for soccer. Rick will contact Kevin O'Connell and tell him the lacrosse teams can use the Monroe Street park field on the right hand side.

PROPERTY ANNEXATION

TO VILLAGE – ZARGAR: A property owner on Quaker Meeting House is proposing his property be annexed to the Village. Attorney Tobin contacted the Town of Mendon and they have no objection to the property becoming part of the Village. The property owners will pay all the costs for the annexation. Mr. Tobin will report to the Board as they move forward with the annexation.

NEW BUSINESS

**NEW FIRE DEPT.
MEMBER:**

Motion by Trustee Pavelsky, seconded by Trustee Alfieri to approve James Harvey as a Honeoye Falls Volunteer Fire Department member. Motion carried.

**SCHEDULE PUBLIC
HEARING -
LOADER PURCHASE**

Motion by Trustee Worboys, seconded by Trustee Alfieri to approve scheduling a public hearing to expend funds from the Sewer Equipment Replacement Reserve Fund and the Highway Equipment Replacement Reserve Fund for the purchase of a Loader on April 21, 2008 at 7:30pm. Motion carried.

**SCHEDULE PUBLIC
HEARING –
HIGHWAY PICK UP
TRUCK**

Motion by Trustee Pavelsky, seconded by Trustee Clark to approve scheduling a public hearing to expend funds from the Highway Equipment Replacement Reserve Fund for the purchase of a pick up truck on April 21, 2008 at 7:40pm. . Motion carried.

**SCHEDULE PUBLIC
HEARING –
HIGHWAY PICK UP
TRUCK**

Motion by Trustee Pavelsky, seconded by Trustee Clark to approve scheduling a public hearing to expend funds from the Sewer Equipment Replacement Reserve Fund for the purchase of a pick up truck on April 21, 2008 at 7:50pm. Motion carried.

**SCHEDULE PUBLIC
HEARING – EPOD:**

Motion by Trustee Alfieri, seconded by Trustee Pavelsky to approve scheduling a public hearing to adopt the modified EPOD District on Monday, April 21, 2008 at 7:55pm. Motion carried.

USE OF HAP

Motion by Trustee Pavelsky, seconded by Trustee Worboys to approve the use of Harry Allen Park by the Presbyterian Church on March 23, 2008 from 6am-8am. Motion carried.

**NEW AMBULANCE
MEMBERS:**

Motion by Trustee Alfieri, seconded by Trustee Clark to approve Michael Kawski as a member of the Honeoye Falls Volunteer Ambulance. Motion carried.

Motion by Trustee Pavelsky, seconded by Trustee Alfieri to approve Diana Pfersick as a member of the Honeoye Falls Volunteer Ambulance. Motion carried.

ATTENDANCE AT

STEP PRE-CONFERENCE: Motion by Trustee Pavelsky, seconded by Trustee Alfieri to approve attendance at the Annual Ambulance STEP Pre-Conference on April 10, 2008. Motion carried.

APPROVE ACCOUNTING SERVICES FOR 2008

Village is still waiting for a quote from another accounting firm for a 2008 audit. Decision tabled until the quote is received.

CREDIT RELEASE – MATHSTONE

Motion by Trustee Pavelsky, seconded by Trustee Worboys, to approve the release of the Letter of Credit for Mathstone Corporation in the amount of \$4,337.22. Motion carried.

FIRE FIGHTERS GRANT:

Attorney Tobin has reviewed the grant. He said it appears the Village has to go out to bid. Mr. Tobin will work with Greg Emerson and Brian Kirkebye to prepare the specs.

TRANSPORTATION ENHANCEMENT GRANT:

Greg Emerson became aware of this grant at a seminar he recently attended. It is 80% reimbursable. Village must spend the monies and the request reimbursement. Board ask him to move forward with preparing the grant application.

TREE TRIMMING PROPOSAL:

Motion by Trustee Pavelsky, seconded by Trustee Worboys to approve the Tree Trimming bid by Birchcrest Tree & Landscape for \$4,740.00 after Greg Emerson has obtained two reputable references. Motion carried.

ADJOURN:

Motion by Trustee Pavelsky, seconded by Trustee Clark to adjourn at 9:30pm. Motion carried.

Respectfully Submitted,

Joan F. Johnson
Clerk Treasurer