

VILLAGE OF PALMYRA BOARD OF TRUSTEES
REGULAR MEETING
June 19, 2017 6:30 p.m.

ROLL CALL: Present: Mayor Husk, Trustees Luke, Nolan, Perry and Warters.
Excused: Attorney Williams.

CALL TO ORDER: Mayor Husk called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

RECOGNITION: Mayor Husk presented the following girls with certificates from the Village on achieving the Girl Scout Bronze Award: Ashlyn Park, Bionca D'Alessandro, Shana Devlin, Chloe Kessler, Kyia Lagrow, Kayla Vilord, Julia Espada, Marissa Thomas, Aleina Woodward, Elissa Adkins, Maggie Gardner, Katie Schrader, Reese Davis, Grace Parulski, and Kayla Bearce of Troop 40140. This is the highest award a Girl Scout Junior can earn and each must have at least 20 hours spent on a sustainable project which will impact their community. The girls had multiple community collections of toys and games for children who pass through Newark Wayne emergency room. They also had multiple drives for donations and even hosted a community carnival. They have collected over 1,100 items for the hospital. Great job girls and leaders, Anna Gardner, Nicolie Kessler, Renee Harman and Maggie Vilord.

REGULAR MEETING

APPROVAL OF ABSTRACT: Motion was made by Trustee Nolan, second by Trustee Luke to approve the payment of Abstract #1B vouchers 51-82 for \$174,355.64. Vote, 4 ayes. CARRIED.

APPROVAL OF MINUTES: Motion was made by Trustee Perry, second by Trustee Warters to approve the minutes from June 5, 2017. Vote, 3 ayes. 1 abstain, Trustee Luke. CARRIED.

CORRESPONDENCE/ANNOUNCEMENTS:

- Update on Fayette St. from June 9
- Budget Reports have been distributed for year end to all Dept. heads and Board members
- Year end reports have been submitted to Roy McMaster for preparation of state AUD

TRUSTEE REPORTS

Motion was made by **Trustee Luke**, second by Trustee Perry to amend the Policy Manual to replace d. of the Section entitled SICK LEAVE with:

“Employees may accumulate and bank unused sick leave time up to a maximum of 120 days or 960 hours. Accumulated sick leave is to assist employees who have encountered a catastrophic illness or injury and have exhausted their accumulated leave time.” The old section shall become Section e. of the amended policy. Vote, 4 ayes, CARRIED.

Trustee Nolan- No report.

Trustee Perry reported that the air packs were delivered today to the Fire Department.

Trustee Warters updated the Board on the burned out house on West Jackson Street house; the homeowner is thrashing out some details with the insurance company. He distributed a list of all vacant homes in the Village. Trustee Warters further explained the new fees for the Code Enforcement Office. Mayor Husk thought maybe it would be a good idea for Patrick Sheridan to come in to explain the fees. Eventually, everyone agreed to jot down any further questions and either Trustee Warters or the Clerk would get them answered.

Attorney Williams - excused.

Mayor Husk – no report.

NEW/OLD BUSINESS:

SMART WATT: Mayor Husk received a copy of Canandaigua’s RFQ which they are willing to share with the Village which will save the Village quite a bit of money in consultant fees.

BUDGET TRANSFERS: Clerk Treasurer Lynch noted that the following previously authorized transfers have been made to balance individual line items in the 2016-2017 budget:

DOLLAR AMOUNT	FROM	DESCRIPTION	TO	DESCRIPTION
\$171.54	A1110.4	Justice Misc/Contratual	A1010.1	Trustees Salary
\$62.00	A1110.4	Justice Misc/Contratual	A1110.4	Trustees Misc/Contractual
\$114.17	A1110.4	Justice Misc/Contratual	A1210.4	Mayor Misc/Contractual
\$1,100.00	A1110.4	Justice Misc/Contratual	A1325.1	Treasurer Salary
\$1,230.43	A1340.4	Budget Misc.	A1325.1	Treasurer Salary
\$3,748.60	A1340.4	Budget Misc.	A1325.4	Treasurer Misc/Contractual
\$825.00	A1110.1	Justice Salary	A1325.4	Treasurer Misc/Contractual
\$325.00	A3510.4	Control of Animals Misc/Contractual	A1325.4	Treasurer Misc/Contractual
\$1,700.00	A6989.42	Econ. Op. & Dev. Website	A1325.4	Treasurer Misc/Contractual
\$1,630.00	A9060.8	Hospitalization	A1325.4	Treasurer Misc/Contractual
\$324.00	A1620.422	Bldgs. Gas & Electric	A1640.4	Buildings Misc/Contractual
\$36,000.00	A5110.1	Street Maintenance Salary	A1640.1	Central Garage Salary
\$14,000.00	A5410.1	Sidewalks Salary	A1640.1	Central Garage Salary
\$16,600.00	A8170.1	Street Cleaning Salary	A1640.1	Central Garage Salary
\$10,600.00	A8540.1	Storm Drainage Salary	A1640.1	Central Garage Salary
\$500.00	A5142.1	Snow Removal Salary	A1640.1	Central Garage Salary
\$1,100.00	A5142.1	Snow Removal Salary	A1640.4	Central Garage Misc/Contractual
\$870.00	A5110.4	Street Maintenance Misc/Contractual	A1640.4	Central Garage Misc/Contractual
\$4,920.00	A1640.2	Central Garage Equipment	A1910.4	Insurance
\$3,300.00	A5142.4	Snow Removal Misc/Contractual	A5182.4	Street Lighting Misc/Contractual
\$525.00	A5650.4	Off St. Parking Misc/Contractual	A6989.4	Revitalization and Econ Dev/.
\$2,280.00	A3120.1	Police Salary	A3120.419	Police Uniforms
\$100.00	A3120.1	Police Salary	A3120.424	Police Auto Maintenance, Parts
\$35.00	A3120.1	Police Salary	A3120.428	Police Phone
\$170.00	A3120.1	Police Salary	A3310.4	Traffic Control Misc/Contractual
\$2,350.00	A3410.4	Fire Dept. Misc/Contractual	A34010.427	Fire Dept. Equipment Parts,Repair
\$680.00	A3410.4	Fire Dept. Misc/Contractual	A3410.422	Fire Dept. Gas/Electric
\$650.00	A3410.426	Fire Dept. Bldg Maintenance, Repair	A3410.422	Fire Dept. Gas/Electric
\$740.00	A5650.4	Off Street Parking Misc/Contractual	A6989.423	Internet Service
\$300.00	A7140.1	Park & Club Salary	A7140.4	Park&Club Bldg Misc/Contractual
\$330.00	A5410.4	Sidewalks Misc/Contractual	A7320.4	Joint Youth Misc/Contractual
\$13,500.00	A7180.1	Marina - Salary	A8810.1	Cemetery Salary
\$24,000.00	A8560.1	Shade Trees - Salary	A8810.1	Cemetery Salary
\$2,100.00	A8810.4	Cemetery - Salary	A8810.1	Cemetery Salary
\$1,030.00	A1620.1	Building - Salary	A8810.1	Cemetery Salary
\$900.00	A8810.421	Cemetery Landscape Materials	A8810.1	Cemetery Salary
\$1,425.00	A8810.421	Cemetery Landscape Materials	A8810.422	Cemetery Gas/Electric
\$10.00	A8810.428	Cemetery Telephone	A8810.427	Cemetery Equip Parts/Repair
\$6,600.00	A9010.8	NYS Retirement	A9015.8	NYS Retirement Fire/Police
\$15.00	A9010.8	NYS Retirement	A9730.7	BAN Interest
DOLLAR AMOUNT	FROM	DESCRIPTION	TO	DESCRIPTION
\$3.00	F1010.4	Trustees Misc/Contractual	F1010.1	Trustees Salary
\$1.00	F1010.4	Trustees Misc/Contractual	F1210.4	Mayor Misc/Contractual
\$30.00	F1010.4	Trustees Misc/Contractual	F1490.4	Public Works Misc/Contractual
\$901.00	F9330.431	Severn Trent Other than Contractual	F8330.430	MHPC Contract
\$307.00	F9060.8	Hospitalization	F9030.8	Social Security
\$4,850.00	F1340.4	Budget Misc.	F1325.4	Treasurer Misc/Contractual
DOLLAR AMOUNT	FROM	DESCRIPTION	TO	DESCRIPTION
\$1.00	G1210.4	Mayor Misc/Contractual	G1210.1	Mayor Salary
\$4,370.00	G1340.4	Budget Misc.	G1325.4	Treasurer Misc/Contractual
\$1.00	G1420.4	Law Misc/Contractual	G1420.1	Law Salary
\$30.00	G1440.4	Engineer Misc/Contractual	G1490.4	Public Works Misc/Contractual
\$60.00	G1990.4	Insurance	G1920.4	STP Municipal Assoc/Dues

TECHNICAL SUPPORT: Our municipal software vendor, Prosoft offers IT support as well. Until recently we have had a contract with Integrated Systems for this service which mainly focused on the Police side of the network. Prosoft and specifically, Jim Donahue has over 30 years of experience working in IT for the Town of Perinton. Upon his retirement, he continued to provide IT support to them and the Town and Village of East Rochester. Jim is familiar with most of the software we are currently running and has already spoken with all department heads about our needs. The rate is \$85.00 per hour which is the discounted rate we had with Integrated. Jim offers a rapid response to problems or issues with our hardware and software. He would like to do a more in-depth review of our system and make recommendations for future purchases. He will also do periodic reviews of our anti-virus, malware protection, firewall and server logs, something we have been much too lax on. Motion was made Trustee Nolan, second by Trustee Perry to engage Prosoft for IT services at \$85.00 an hour. Vote, 4 ayes. CARRIED.

MORMON REQUEST: LDS has requested some assistance for parking during the pageant; July 14-22. This request has already been reviewed by Chief Yates. Motion was made by Trustee Nolan, second by Trustee Perry for traffic assistance during pageant as outlined in the correspondence of May 22. Vote, 4 ayes. CARRIED.

Motion was made by Trustee Nolan, Trustee Luke to go into executive session for a personnel issue; resignation of a police officer at 7:05 p.m. Vote, 4 ayes. CARRIED.

EXECUTIVE SESSION

The Board re-entered public session with no action having taken place. Vote, 4 ayes. CARRIED.

Motion was made by Trustee Nolan, second by Trustee Luke to accept the resignation of Officer Weddell, effective June 28; his last day being June 27th. Vote, 4 ayes. CARRIED.

Motion was made and seconded to go into executive session again for a public safety and personnel issue. Vote, 4 ayes. CARRIED.

EXECUTIVE SESSION

The Board re-entered public session.

ADJOURNMENT: Motion was made and seconded to adjourn at 8:00 p.m. Vote, 4 ayes. CARRIED.

Respectfully submitted,

Alicia M. Lynch
Clerk Treasurer

