

**MINUTES** of a Regular Meeting of the Village Board of Trustees held Tuesday evening, October 26, 2004 at 7:00 PM in the Maxwell Building, 127 Main Street, Penn Yan, New York.

**PRESENT:** Mayor D. Marchionda, Jr.; Trustees N. Taylor, R. Schwingle, N. Koek, M. Christensen and G. Smith; Director of Public Works E. Balsley; Assistant Director of Public Works R. Osgood, Police Chief S. Hill, Village Attorney E. Brockman; Village Treasurer M. Socola; Street Superintendent R. Jensen; Recreation Director D. Doyle; Code Enforcement Officer B. Lyon; and Cemetery Superintendent L. Axtell

**ABSENT:** Trustee W. Allison and Fire Chief Pallar

Public Attendees: Boy Scouts Troop 44; a few members from the local Snowmobile Club; and Mrs. Armstrong

News Media present: Gina Muscato, Finger Lakes Times and Peg Thompson, Dundee Observer

Mayor Marchionda called the meeting to order at 7:00 PM and led the Pledge Allegiance to the Flag.

**CALL FOR EXECUTIVE SESSION:**

MOTION by Trustee Koek, seconded by Trustee Taylor to hold an *Executive Session* at the end of the meeting concerning personnel matters. Unanimously Carried.

**MINUTES:**

MOTION by Trustee Koek, seconded by Trustee Schwingle to approve the minutes of the regular Village Board meeting of October 12, 2004 as submitted. Unanimously Carried.

**GUESTS, PUBLIC REQUESTS & COMMENTS:**

No comments at this time from the following guests –

- (1) Boy Scouts Troop 44, with Leader Mike Donovan, was present to observe Village Government to earn merit badges.
- (2) Carl Sands and a couple members of the Snowmobile Club were present to answer any questions that the Village Board might have concerning riding snowmobiles on the Outlet Trail.

**MAYOR:**

Mayor Marchionda welcomed Boy Scouts Troop 44 and briefly explained the Village government procedures. He invited them to ask questions at any time.

**ATTORNEY:**

MOTION by Trustee Schwingle, seconded by Trustee Smith to adopt and authorize the Mayor to sign the Addendum to Inter-Municipal Agreement between the Village of Penn Yan and the Village of Dresden relative to the planning, design, construction, operation and maintenance of a Regional Water Treatment Facility. The original was signed in 1995. Unanimously Carried.

Attorney Brockman presented the Board with a resolution pertaining to the Local Development Corporation grant issued to Doug Marchionda, Sr. in 1995. Following discussion, the Trustees decided to review the document before adopting it at the November 9<sup>th</sup> meeting.

**CORRESPONDENCE:**

Mayor Marchionda read a letter from the Yates County Farm and Craft Market “extending their hearty thanks to the Board for the privilege of holding their weekly market on Main Street Saturday mornings”.

MOTION by Trustee Christensen, seconded by Trustee Koek to approve the request from the Penn Yan Area Council of Churches to hold their annual *Turkey Walk* on Sunday, November 7<sup>th</sup> beginning at 1:30 PM from the First Baptist parking lot. Unanimously Carried.

**WORKSHOP:**

MOTION by Trustee Koek, seconded by Trustee Smith to approve Larry Strickland, a member of the Penn Yan Planning Board, to attend the Genesee/Finger Lakes Regional Planning Council’s Fall 2004 Local Government Workshop on Friday, November 19<sup>th</sup> at a cost of \$40.00. Unanimously Carried.

**AUDIT:**

MOTION by Trustee Smith, seconded by Trustee Koek to pay the current bills as submitted:

Village:	General Fund	125,752.17
	Capital Fund (Vill. Bldg.)	196,662.40
Municipal:	Paid before audit – Water	90.00
	Electric	125,338.81
	Water	7,441.27
	Sewer	5,623.55

Unanimously Carried.

**FINANCE & ADMINISTRATION:** G. Smith

The last meeting was held this afternoon, October 26<sup>th</sup> at 2:30 PM in the Village Office.

MOTION by Trustee Smith, seconded by Trustee Christensen to adopt RESOLUTION NO. 41-2004 “UNPAID VILLAGE TAXES” to be sent to Yates County for collection. Unanimously Carried.

At 7:40 PM, Trustee Smith left the meeting.

**PERSONNEL:** N. Koek, Chair

Last meeting was held Thursday, October 21<sup>st</sup> at 7:00 AM in the Village Office, 2<sup>nd</sup> fl.  
No report at this time – see after *Executive Session* at the end of the meeting.

**PARKS & RECREATION** – Randy L. Schwingle, Chair

The last meeting was held Monday, October 18<sup>th</sup> at 3:00 PM in the Village Office.

Following a brief update about the committee meeting, discussion relative to snowmobiles on the Outlet Trail continued.....

MOTION by Trustee Koek, seconded by Trustee Christensen to request Attorney Brockman to draft an amendment to existing Chapter 132, Section 11 of the Code of the Village of Penn Yan entitled *Vehicles in parks, speed limits*, thereby beginning the procedure for a new local law. Unanimously Carried.

**PLANNING & DEVELOPMENT:** M. Christensen

The last meeting was held Monday, October 25<sup>th</sup> in the Village Office at 7:00 PM.

The committee continued reviewing suggested definitions. Due to the Thanksgiving holiday, the next meeting will be held on the 5<sup>th</sup> Monday, November 29<sup>th</sup>, in the Village Office at 7:00 PM.

**AD HOC BUILDING COMMITTEE for VILLAGE HALL/POLICE STATION:** D. Marchionda, Jr., Chair

The last meeting was held on Tuesday, October 19<sup>th</sup> at 7:00 PM in the Maxwell Building.

Thursday, December 9<sup>th</sup> and Friday, December 10<sup>th</sup> are the designated dates to move from 3 Maiden Lane to 111 Elm Street! The offices will be closed those two days and part of Wednesday, December 9<sup>th</sup> and Monday, December 13<sup>th</sup>. In order to add more parking spaces in the parking lot, a suggestion has been made to close Maiden Lane to vehicle traffic thereby extending the parking up to the Arcade building. A decision will have to be made as to what is more important – additional parking spaces, or retaining the vehicle short-cut (Maiden Lane) between Main and Liberty Streets.

MOTION by Trustee Schwingle, seconded by Trustee Koek to advertise for bids for the *RENOVATIONS TO THE FIRE STATION* as soon as they are ready, which should be within two or three weeks.

It was noted that if Christmas wreaths were purchased for the new office building, the money would come from the Board of Trustees Sunshine Fund, which is solely funded by the Mayor and Trustees monies deducted from their paychecks every payday.

**PUBLIC SAFETY:** N. Taylor, Chair

The next meeting will be determined at a later date.

Trustee Taylor introduced herself to the Boy Scouts, explaining that she is the Chairperson of the Public Safety Committee. She further explained that the Public Safety Committee consisted of the Police, Fire, and Code Enforcement Departments.

**Police Department:**

Police Chief Hill reported that locking the Police Station and rolling over the phones to 911 will begin on Wednesday, October 27<sup>th</sup> at 5:00 PM. The purpose is to put the police officer on the streets to be more visible to the public. The trial period is for 3 months. This experiment has not been favorably received by the PBA members.

**Fire Department:**

Trustee Taylor presented the quarterly *Report to the Chief for 2004 YTD* handed out by Chief Pallar at the October 12<sup>th</sup> Village Board meeting. During the time period of this report, there were 417 total activities including fire calls, 4751 firefighters participated in these activities and 4451.2 man-hours were utilized.

A letter was received from the Branchport/Keuka Park Fire District requesting a meeting be scheduled to discuss the 2005 fire contracts with the Village. Treasurer Socola was asked to set up the meeting inviting all the fire departments covered by the Penn Yan Fire Department. The Public Safety Committee and Attorney Brockman will also attend the meeting.

**Code Enforcement Office:**

No report.

**PUBLIC WORKS:** W. Allison, Chair

The next meeting is scheduled for Monday, October 18<sup>th</sup> at 1:00 PM in the Village Office, 2<sup>nd</sup> fl.

**Streets:**

Street Superintendent Jensen informed the Board that fall leaf pick-up would begin on Monday, November 1<sup>st</sup>. He also announced that the DPW would pick-up brush this week from Wednesday to Friday only. There will not be another pick-up until spring (unless there is storm damage).

Street Superintendent Jensen announced that the NYS DEC has notified him that the Village was awarded a State Grant-In-Aid for a Municipal Waste Reduction and/or Recycling Project in the amount of \$9,000 which will be used to purchase a new leaf machine.

**Cemetery:**

No report.

**MUNICIPAL:**

Last meeting was held on Thursday, October 21 2004 at 2:00 PM in the Maxwell Building

MOTION by Trustee Schwingle, seconded by Trustee Christensen to authorize the Mayor to sign *Change Order No. 1* for an increase in payment of \$10,446.86, for the Walnut Street & Florence Avenue Water Main Improvements project to Western New York Contractors, Inc. Unanimously Carried.

MOTION by Trustee Christensen, seconded by Trustee Taylor to authorize the Municipal to advertise for bids in order to purchase stock transformers needed for all the projects that are now being done in the Village. The building owners will eventually reimburse the Village once the transformer placement is completed. Unanimously Carried.

MOTION by Trustee Christensen, seconded by Trustee Schwingle to approve the Municipal purchasing a new Chevrolet Silverado 1500 regular cab pickup, on state bid, in the amount of \$20,330.75. This payment will come from the electric fund. Unanimously Carried.

MOTION by Trustee Christensen, seconded by Trustee Koek to authorize up to three employees to attend the MEUA Engineering Workshop on November 3<sup>rd</sup> and 4<sup>th</sup> in Liverpool, NY. Unanimously Carried.

MOTION by Trustee Christensen, seconded by Trustee Koek to authorize up to four employees to attend the NYS American Water Works Association's Chlorine Dioxide Disinfection Technician Workshop on November 3<sup>rd</sup> in Syracuse, NY. Unanimously Carried.

**OTHER:**

The Village Clerk was asked to find out if the Chamber of Commerce and Retail Merchants plan to hold StarShine this year. No one has heard anything definite.

**ADJOURNMENT TO EXECUTIVE SESSION:**

At 8:30 PM, MOTION by Trustee Koek, seconded by Trustee Christensen to adjourn into *Executive Session* concerning personnel matters. Unanimously Carried.

(10 minute break)

At 9:26 PM, MOTION by Trustee Schwingle, seconded by Trustee Koek to adjourn the *Executive Session* and return to the regular meeting. Unanimously Carried.

MOTION by Trustee Koek, seconded by Trustee Christensen to hire Jamie A. Sisson to the position of MEO (L), Group IV, beginning at START (\$15.09hr.), as per the CSEA Contract. His employment date will be Monday, November 8, 2004, and there will be a 1-year probation period. Unanimously Carried.

At 9:30 PM, MOTION by Trustee Schwingle, seconded by Trustee Taylor to adjourn the regular Village Board meeting. Unanimously Carried.

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Linda K. Banach, Village Clerk

\*The next Regular Village Board meeting is scheduled for Tuesday, November 9, 2004 in the Maxwell Building.

