

August 28, 2017

Mayor Johnson opened the Board Committee meeting at 6:31 pm, followed by the Pledge of Allegiance.

Members present: Mayor Johnson, Trustees McMartin-Eck, Lauer, Graham and Sargent. Also present was Deputy Clerk Denise Beal and Glenn Eck from Camden Group.

Mayor Johnson recapped the Employee meeting that had been held that morning. He mentioned that the Employee Handbook is severely outdated. He also stressed that employees should go to their immediate supervisor if they have problems. Question was raised if immediate supervisor is not available who would they then go to. Mayor Johnson said as an example if he were not available, as Deputy Mayor Trustee McMartin would be the backup for the Police. He also talked about the appointment of an officer-in-charge but wants to check with Civil Service if there are any specific rules that need to be followed.

Mayor Johnson said that Anthony Bartucca was given a vest that was available and Officer Miller's badge. He raised a question about getting additional keys to the storage cage upstairs and the evidence locker. There should be a list kept of who has keys.

It was suggested that every department should have a specific backup for the Trustee in charge as it seemed like everyone was putting their hands into every department. It was said that even Trustees should go to the Trustee in charge of the department if they hear of an issue. It was decided to name appointed backup Trustees for each department as follows:

<u>Department</u>	<u>Trustee-In-Charge</u>	<u>Back-up Trustee</u>
Police	Mayor Johnson	Deputy Mayor McMartin-Eck
Sewer	Trustee Graham	Trustee Sargent
Office	Trustee Lauer	Trustee Graham
Maintenance	Trustee McMartin-Eck	Trustee Sargent
Planning Board	Trustee Sargent	Mayor Johnson
Court	Judge O'Connor	Trustee Lauer

Mayor Johnson read a letter from Attorney David Saleh requesting the Village to consider him for the position of Village Attorney. It was agreed to set up a date and time to meet with Attorney Saleh.

Mayor Johnson informed the Board that Officers Gauthier, Pellittieri and Bartucca have all been approved through Civil Service as Part-Time Police Officers. Mayor Johnson questioned if the Board would consider bringing on Officer Bartucca's K-9 with the stipulation of no mutual aid. Trustee Sargent said we would need to research other K-9 contracts thoroughly to make sure it is clear who is responsible for everything regarding the K-9 and K-9 vehicle, which appears to be in rough shape.

Deputy Clerk Beal said she has a couple of sample K-9 contracts on file. It was also suggested contacting Genesee County K-9 Handler Chris Aryan.

Officer Rich Retzlaff arrived at the meeting at 6:52 pm. He informed the Board that he has been looking into a cheaper option for replacement vehicles for the Police Explorer and Taurus. He got information on an available Lease program for Police Package Explorers which would involve \$11,000 trade-in value for both vehicles (our Explorer and Taurus) and he gave figures to be set up on a 3 year lease or 5 year lease after which the Village could purchase the vehicles at \$1.00 each. Clerk was requested to scan and email price quotes to Board.

It was mentioned that if the Board were to consider the vehicles Nate Fix would have to see what was needed to outfit each vehicle. Officer Retzlaff said he would get prices on everything including graphics. He said FM Communications has been used in the past.

It was mentioned that other quotes on vehicles should be looked into, but to keep in mind that only certain dealers have State Bid prices. Clerk questioned that if the Board were to consider getting the vehicles, when delivery would be expected as the budget would have to be checked for money available.

At 7:10 pm Attorney Dave Saleh stopped in for a moment and it was set up to meet with him at the next meeting at 6:30 pm.

It was mentioned that Court Clerk Pam Thurber had given her notice and will be done September 8, 2017. Amy Smith has been working with Clerk Thurber on occasion and will now be training with Clerk Thurber on a regular basis. Ms. Smith had indicated to the Judge she could work about 30 hours per week. The Board agreed that there should be a second clerk to fill in the open hours and assist in coverage. It was mentioned that Judge O'Connor should be contacted for his input on what should be included in an advertisement for another Part-time Court Clerk.

Motion was made by Trustee Graham and seconded by Trustee McMartin-Eck to place an advertisement for a Part-time Court Clerk with experience.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Johnson	X			
Trustee Ken Lauer	X			
Trustee Al Graham	X			
Trustee McMartin-Eck	X			
Trustee Sargent	X			
VOTE TOTAL	5			
RESULTS	PASS			

Trustee McMartin-Eck gave a brief Maintenance update. She said Meadowbrook Terrace and Lawrence Avenue have been stoned and oiled. She added that Kistner Concrete will be putting in the DI box on Lawrence. She also mentioned that Water Street has been cold-patched.

It was requested that the Clerk contact Mary Dix of Potter Lumber to come to the next meeting to speak to her about Water Street.

Trustee McMartin-Eck also said Dan Stahley of NYS DOT had contacted her regarding a complaint from a local veteran that during the work on the corners of Route 33 and 77 they had taken out the holes for placing the American Flags. Mr. Stahley said he had checked and they can't be put back in. It was mentioned we might check to see if they can be put behind the sidewalks. Regarding whether the Village can have the Fire Police run the traffic signal during concerts, Mr. Stahley said he is still looking into it, but normally Fire Police are used only in emergency situations.

Correspondence:

- 1) Rec'd signed copy Municipal Coop. Agreement re: Code Enforcement from Town of Pembroke.
- 2) Rec'd Certificate of completion of Basic Course for Police Officers from ECC Law Enforcement for Jacob Gauthier and Jeffrey Pellittieri.
- 3) Rec'd ck#56319977 in amt of \$120.17 from CTC of NY (Frontier) for Util. Tax.
- 4) Rec'd ck#56319976 in amt of \$49.14 from CTC of NY (Frontier) for Util. Tax.
- 5) Rec'd ck#46451 in amt of \$.32 from Compliance Solutions for Util. Tax.
- 6) Rec'd \$25.00 cash from Gary Barnes for Generator permit.

Clerk reviewed Liability Insurance Binder from Lawley Insurance with Board.

Motion made by Mayor Johnson and seconded by Trustee Graham to approve signing Liability Insurance Binder from Lawley Insurance.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Johnson	X			
Trustee Ken Lauer	X			
Trustee Al Graham	X			
Trustee McMartin-Eck	X			
Trustee Sargent	X			
VOTE TOTAL	5			
RESULTS	PASS			

Clerk presented following bills due prior to the September 11th bill payment meeting for approval to pay.

Date	Inv #	Vendor	Description	Amt. Due	Due Date
8/11/2017	172230001897	BlueCross BlueShield	Sept. 2017 Health Ins.	\$ 4,234.65	9/1/2017
8/24/2017	82817	CSEA Inc.	August 2017 Police Dues	\$ 59.46	9/1/2017
8/24/2017	82617	Lawley Genesee LLC	8/26/17-8/26/18 Liability	\$ 24,995.85	8/28/2017
8/21/2017	63017	NAPA Auto Parts	Fuel Filters, Tape	\$ 18.78	8/28/2017
8/21/2017	748485	NAPA Auto Parts	Dump Truck-Rear Brake Pads	\$ 77.01	8/28/2017
8/16/2017	7/11-8/10MR	National Fuel	Main Road Lift Fuel	\$ 19.77	9/6/2017
8/16/2017	7/11-8/10C	National Fuel	Cohocton Pump Fuel	\$ 22.77	9/6/2017
8/21/2017	7/17-8/15MR	National Grid	Main Road Lift Power	\$ 114.60	9/8/2017
8/21/2017	7/17-8/15C	National Grid	Cohocton Pump Power	\$ 97.78	9/8/2017
8/21/2017	7/17-8/15	National Grid	Depot Lift Power	\$ 35.97	9/8/2017
8/21/2017	7/17-8/15	National Grid	Cemetery Lift Power	\$ 66.77	9/8/2017
8/21/2017	7/17-8/15	National Grid	Main Alleghany Lift Power	\$ 275.47	9/8/2017
8/21/2017	7/17-8/15	National Grid	Plant Power	\$ 1,794.96	9/8/2017
8/14/2017	Inv.#4	NYMIR	Annual Capitalization	\$ 388.83	9/11/2017
8/21/2017	1841140-2017-07-01	State Comptroller	State Portion July 2017 Fines	\$ 4,728.00	8/28/2017
7/5/2017	409810	United Uniform	Uniforms - Rich Retzlaff	\$ 246.95	8/4/2017

			Due	Total	\$ 37,177.6 2
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Motion was made by Trustee Sargent and seconded by Mayor Johnson to approve payment of above bills due prior to the September 11th bill payment.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Johnson	X			
Trustee Ken Lauer	X			
Trustee Al Graham	X			
Trustee McMartin-Eck	X			
Trustee Sargent	X			
VOTE TOTAL	5			
RESULTS	PASS			

Clerk presented the Board with the Standard Work Day Resolution for Hired Employees for NYS Retirement. She explained that the prior Standard Work Day Resolution had been designated for elected and appointed officials.

Motion was made by Mayor Johnson and seconded by Trustee Sargent to move the attached Resolution establishing Standard Work Day for Hired Employees for NYS Retirement. (See Attached)

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Johnson	X			
Trustee Ken Lauer	X			
Trustee Al Graham	X			
Trustee McMartin-Eck	X			
Trustee Sargent	X			
VOTE TOTAL	5			
RESULTS	PASS			

The resolution will be posted on the Corfu website and bulletin Board as required.

Question arose as to what the budgeted amount was for uniforms for Police Officers per year. Clerk said going by the breakdown last presented on the budget it

was \$300.00/year per officer. It was brought up that there should be some designation as to what type of items classify as uniforms as in the past there has been question on the Village providing individuals with flashlights and other equipment items through their uniform budget.

Mayor Johnson informed the Board that previous Part-time Officer Cameron Leight would like to come back on the Village Police force. Brief discussion took place.

Motion was made by Trustee McMartin-Eck and seconded by Trustee Lauer to rehire Cameron Leight as a Part-time Police Officer for the Village.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Johnson	X			
Trustee Ken Lauer	X			
Trustee Al Graham	X			
Trustee McMartin-Eck	X			
Trustee Sargent	X			
VOTE TOTAL	5			
RESULTS	PASS			

Clerk will get the paperwork into Civil Service.

There was a brief discussion regarding accountability of Police Officers regarding covering their shifts, etc. Mayor Johnson said he plans on initiating the disciplinary procedure as outlined in the Employee Handbook.

Trustee Graham informed the Board he had spoken to Scott Pfeil of Triton Homes and was told they have all the DEC permits and plan to start clearing ground on Fieldcrest on Wednesday or Thursday of this week.

Trustee Graham also informed the Board that Town Engineers Clark Patterson and representatives from Koester Associates took a tour of our sewer facilities. They indicated that as of now they are still about a quarter million short of what they need for the new plant.

Trustee Graham said that TA Truck Stop is still on by-pass pumps into the system. They are still waiting for the piece of equipment to take care of the rag situation.

It was mentioned that Ron Long had planned on attending the Wednesday Planning Board meeting regarding his plans for the Market property, but the

Planning Board changed the date of their meeting and had not let him know. Deputy Clerk Beal informed the Board that she had contacted Planning Board Chair Mark Zimmerman regarding the situation. Mr. Zimmerman said he will be going out of the country and will not be available for the next meeting and will be handing it over to Ben Trapani.

Question was raised about violation notices for pools. Clerk said she will contact Brian Schollard as to what is to be included in the notice and for a listing of who they need to be sent to.

It was requested that the Clerk provide a spreadsheet for updates on the budgetary status of each department for the next meeting.

Motion was made by Trustee Graham and seconded by Trustee Sargent to adjourn the meeting at 8:06 pm.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Johnson	X			
Trustee Ken Lauer	X			
Trustee Al Graham	X			
Trustee McMartin-Eck	X			
Trustee Sargent	X			
VOTE TOTAL	5			
RESULTS	PASS			

Sandra Thomas
Clerk Treasurer