

November 12, 2012

Mayor Skeet opened Regular meeting at 6:30 pm.

Members present were Mayor Skeet, Trustees Graham, Peterson, Ianni and Lauer.

Trustees reviewed bills.

Communications:

- 1) Rec'd ck# 02 in amt of \$3,990.00 from Judge O'Connor for October 2012 fines.
- 2) Rec'd ck# 702 in amt of \$9,950.00 from Judge Alexander for October 2012 fines.
- 3) Rec'd confirmation of Direct Deposit of \$45,635.51 from Genesee County for 3rd quarter Sales Tax.
- 4) Rec'd ck#3600409946 in amt of \$2803.00 from National Grid for Energy Initiative Grant Reimbursement.
- 5) Rec'd Audit Engagement letter & agreement from Freed Maxick for audit of FY 2011-12.
- 6) Rec'd WW Facility Oper. report & DMR for Sept 2012 from Camden Group.
- 7) Rec'd letter from Frank Ciacia at Gen. Co. Stop DWI announcing reinstatement of DWI funding for the Village for the 2013 program.
- 8) Rec'd annual certification of Local Highway mileage for 2012.
- 9) Rec'd ck#253807 in amt of \$50.00 from JE Potter Lumber for building permit.

Clerk requested Board to approve closing the Office the day after Thanksgiving and that she and Court Clerk would use either a Floating Holiday or personal day for the extra day off.

Motion was made by Trustee Graham and seconded by Trustee Ianni to approve closing the Village Office on Friday November 23, 2012 for the Thanksgiving Holiday.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Dave Bielec	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Motion made by Trustee Peterson and seconded by Trustee Graham to move the following Resolution:

RESOLVED: That the offices to be filled at the Annual Village of Corfu Election to be held on March 19, 2013 are as follows:

Mayor (1) Term ----- 2 Years 4/01/13 – 4/06/15
Trustee (2) Term ----- 2 Years 4/01/13 – 4/06/15
Justice (1) Term-----4 Years 4/01/13 – 4/03/17

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Motion made by Trustee Peterson and seconded by Trustee Ianni to approve Electronic Payment Authorization for receipt of payments from NYS Thruway Authority and NYS Department of Transportation for projects under local highway and bridge programs such as CHIPS reimbursements.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Clerk presented Mayor with Payroll Transfer and 3 Journal entries for approval and signature to record transfer of Sewer project entries to Capital Projects Fund and general and sewer deposits 10/9 – 11/9/12.

Motion made by Trustee Lauer and seconded by Trustee Graham to move the following Resolution:

RESOLVED, that the Village of Corfu Board of Trustees hereby adopts the following Fund Balance Policy:

FUND BALANCE POLICY
GASB STATEMENT NO. 54

Subject: Reserve Funds

Reserve funds (which essentially are a legally authorized savings account for particular specific purposes) are an important component in the Village’s financial planning for specific expenses, future projects, acquisitions and other lawful purposes. To this end the Village may establish and maintain reserve funds in accordance with New York State Laws. The Village will also consider rules and/or opinions issued by the New York State Comptroller when they are not in conflict with law.

Village reserve funds must be properly established and maintained to promote the goals of creating an open, transparent and accountable use of public funds. The Village may engage independent experts and professionals, including but not limited to auditors, accountants and other financial and legal counsel, as necessary to monitor all reserve fund activity and prepare reports that the Village Board may require.

Government Fund Type Assignment (GASB 54)

The Village shall comply with the reporting requirements of Article 3 of General Municipal Law of the State of New York and the Governmental Accounting Standards Board (GASB) Statement Number 54, Fund Balance Reporting and Governmental Fund Types Definitions. The Board authorizes the Mayor to complete the following actions as necessary to comply with the requirements of GASB Statement No. 54:

- A. Restricted Fund Balances - restricted fund balances consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments; or through constitutional provisions or enabling legislation.
- B. Committed Fund Balances - committed fund balances consists of amounts that are subject to a purpose constraint imposed by a formal action of the Village Board before the end of the fiscal year, and that require the same level of formal action to remove the constraint.
- C. Assigned Fund Balances - assigned fund balances consists of amounts that are subject to a purpose constraint that represents an intended use established by the government’s highest level of decision-making authority, or by their designated body or official. The Board authorized the Mayor to make a determination of the assigned amounts of fund balance. Assigned funds represent amounts intended to be used for a specific purpose. Assigned fund balances require same level of authority to remove the constraint.

Funding Policy for Restricted or Committed and Assigned Fund Balances

The formal action of the government’s highest level of decision-making authority that restricts, commits or assigns

fund balance to a specific purpose should occur prior to the end of the reporting period, but the amount, if any, which will be subject to the constraint, may be determined in the subsequent period.

Spending Policy for Fund Balances

The Village Board will assess the current financial condition of the Village and then determine the order of application of expenditures to which fund balance classification will be charged.

Periodic Review and Annual Report

The Village Board and management will periodically review all restricted committed and assigned fund balances. The Village Clerk will prepare and submit an annual report of all restricted, committed and assigned funds for the Village Board. The annual report shall include the following information for each reserve fund.

- A. The type and description of the reserve fund
- B. The interest earned on each reserve fund
- C. Capital gains or losses resulting from the sale of investments of the reserve funds
- D. The sum total increase and sum total decrease in the reserve funds
- E. The ending balance in the reserve funds at fiscal year end
- F. A summary statement of projected use and the need of the reserve funds

The Board shall utilize the information in the annual report to discuss reserve fund balances and to adequately maintain necessary funds for the Village’s long-term financial planning. The Board will be mindful of its role and responsibility as a fiduciary of public funds when acting on reserve fund issues.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Discussion took place regarding an inquiry from the Pembroke School for possible police coverage of their sports events through the year. Genesee County Sheriffs currently cover the events but the school is exploring other options. Various possible issues with scheduling were discussed including occasional officer no-shows for assigned shifts. Officers Armitage and Petritz were present for security check and verified to the Board that if an officer knows he cannot cover an assigned shift he does get another officer to take his place. It was also agreed that a cooperative agreement would need to be in place to assure that Village taxpayers would not bear the burden financially. It was assured that the school would reimburse for the coverage. Insurance liability was also discussed. The Clerk will contact the Village insurance company for information. Mayor Skeet said he would also speak to Police Administrator Meier and the Village Attorney.

	Date	Gen. Fund Ckg	Sew.Fund Ckg	Cap. Proj Fund	True Gen Bal
Ckg Balance on hand	10/08/12	30,510.79	(10,616.16)	(6,794.48)	
Receipts to	11/12/12	86,850.50	12,954.98	0	
Cap.Proj.Jrl.Entry	11/12/12		15,029.25	-15,029.25	
Balance	11/12/12	117,361.29	17,368.07	(21,823.73)	
Disbursements to	11/12/12	(40,935.59)	(2,786.06)	0	
	11/12/12	(20,000.00)			
Subtotal	11/12/12	56,425.70	14,582.01	(21,823.73)	43,183.98
Payables	11/12/12	(5,346.51)	(6,126.39)	(1,038.60)	
	11/12/12				
Ckg Total	11/12/12	51,079.19	8,455.62	(22,862.33)	36,672.48
		General Fund	Capital Reserve	Sew. Repair Res	Total Savings
SavingsTotal	08/31/12	273,170.03	246,788.39	35,723.10	555,681.52

Trans to Gen Ckg	09/24/12	(20,000.00)			(20,000.00)
Interest Credit	09/28/12	33.39	30.17	4.37	67.93
Balance		253,203.42	246,818.56	35,727.47	535,749.45
Trans to Gen Ckg	10/09/12	(20,000.00)			
Trans from Gen Ckg	10/20/12	20,000.00			
Interest Credit	10/31/12	31.29	30.50	4.42	66.21
		253,234.71	246,849.06	35,731.89	535,815.66
Note 9/30 savings stmt not rec'd by October meeting date					

Vouchers: #215862 thru 215897

General Fund – Total Am't = \$46,282.10

Sewer Fund - Total Am't = \$ 8,912.45

Capital Project Fund – Total Am't = \$ 1,038.60

Motion made by Trustee Ianni and seconded by Trustee Graham to pay general, sewer and capital project bills.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Motion made by Trustee Ianni and seconded by Trustee Lauer to approve Treasurer's Report.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	5			
RESULTS	PASS			

Motion made by Trustee Graham and seconded by Trustee Ianni to approve Court Clerk to order envelopes for Village Court totaling \$553.90 per Requisition signed by Judge Alexander.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	5			
RESULTS	PASS			

Clerk presented Board with two additional bills for approval that were received after Abstract and Treasurer report were completed.

Motion made by Trustee Peterson and seconded by Trustee Ianni to approve payment of invoice from Robert Zickl for prosecution services for October totaling \$417.00.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Ken Lauer	X			
Trustee Art Ianni	X			
VOTE TOTAL	5			
RESULTS	PASS			

Motion made by Trustee Ianni and seconded by Mayor Skeet to approve payment of invoice from Boylan Law Offices for services in connection with Sewer Project and Village Justice Court for 10/6 – 11/12/12 totaling \$2,143.75.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson		X		
Trustee Ken Lauer		X		
Trustee Art Ianni	X			
VOTE TOTAL	3	2		
RESULTS	PASS			

Motion made by Trustee Ianni and seconded by Trustee Graham to approve minutes from October 22, 2012 Committee meeting.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson		X		
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	4	1		
RESULTS	PASS			

Maintenance update was given. It was reported Mike and Jesse have been busy picking up leaves. Mayor Skeet and Trustee Graham mentioned that Jesse has needed extra time off due to family illness and that they would like to thank Mike and Brad Lang for stepping up and covering while Jesse was off. Brad has been assisting with leaf pick-up when needed. It was also mentioned that Mike and Jesse have equipment all ready for winter and they also had all equipment ready for emergency management if needed during hurricane Sandy.

Mayor Skeet briefly brought up that the leaf vacuum was down a few times this season and a new one should be considered for the next budget year.

Trustee Graham gave a brief Sewer update. He said he had a meeting with Chatfield Engineers and that they are finalizing plans. They plan on a pre-bid meeting with contractors around December 13th and would like bids to be opened around December 20th. This will take place jointly with the Town of Pembroke. Clerk reminded them that information for bids would need to be advertised. Trustee Ianni wanted to make sure it is

mentioned that the meter pit should not be put at Cohocton but as close to the Village as possible. Mayor Skeet assured that it will be designated in the bid package.

Tentative date of December 14th was selected for the annual Safety meeting for Pete Sformo to present refreshers on Blood Born Pathogens and Sexual Harassment. Mayor Skeet will confirm with Mr. Sformo and inform the Board at the next meeting.

Board confirmed that Committee meeting scheduled for December 24th would be cancelled due to the Holidays.

Mayor Skeet informed the Board that he attended the Town of Pembroke Time Capsule Burial Ceremony. His son Alec was one of several children chosen to open the canister in 30 years. He mentioned the only snag they ran into was the canister would not fit into the opening of the cement vault. He said pictures were taken and the ceremony was nice.

Mayor Skeet also mentioned that Halloween was extremely peaceful even though there were a lot of kids out. He said no vandalism took place.

Trustee Ianni updated the Board on the problem at the turn-around on Prospect. He said after some research into the situation he was told it was not a Village issue but had to be taken to the school board. At present it is still not clear who actually owns the property in question, but because it is private property it was determined that if the bus can't turn around due to the stakes put in, that it is the school's problem.

Trustee Ianni also gave a brief update on tentative plans for the ice rink for the Winterfest. He mentioned possible use of some rolls of roofing material for the base that can be welded together then rolled back up for the following year.

Mayor Skeet said that Jennifer Suhr, 2012 Olympic Gold Medalist for Women's Pole Vault, may be attending this year's Winterfest. If the scheduling does work out she will be bringing her Gold Medal and visit with the attendees.

Motion made by Trustee Ianni and seconded by Trustee Peterson to adjourn meeting.

The motion was passed on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Todd Skeet	X			
Trustee Al Graham	X			
Trustee Ralph Peterson	X			
Trustee Art Ianni	X			
Trustee Ken Lauer	X			
VOTE TOTAL	5			
RESULTS	PASS			

Meeting was adjourned at 8:00 pm.

Sandra Thomas
Clerk Treasurer