



Village of Corfu Organizational & Regular Meeting Minutes October 14, 2020

The Village of Corfu Board held its Organizational & Monthly Meeting at the Corfu Village Hall, 116 East Main Street on October 14, 2020 at 6:30 p.m. Present were Mayor Sargent, Deputy Mayor Graham, Trustee Lauer, Trustee Reisdorf, Trustee Doktor, Village Clerk, Jennifer Eck, and Camden Group Representative, Glenn Eck.

The Mayor was opened the Organizational Meeting at 6:30 pm, followed by the Pledge to the Flag.

Motion was made by Trustee Reisdorf and seconded by Trustee Doktor to approve the following appointments:

Jennifer Eck	Clerk Treasurer
Jenny McMartin-Eck	Deputy Clerk Treasurer
Amy Smith	Court Clerk
Lori Stiles	Deputy Court Clerk
Allan Starkweather	Historian
Brian Schollard	Zoning and Code Enforcement

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Village policies were reviewed for any potential changes.

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

RESOLVED: That the Village of Corfu hereby re-adopts the following Village policies as per attached Policy Documents:

- NY Local Government Records (LGS-1) Resolution
- NYCLASS as a depository on the Investment Policy
- Reciprocal Municipal Cooperation Agreement: As adopted February 19, 2009. Whereby the Code/Building Administrator for the Town shall administer and enforce all of the provisions of the New York State Uniform Fire Prevention and Building Codes within the Village in the absence of the Village

Code Enforcement Officer; and the Village Code Enforcement Officer will assist the Town in a like manner.

- Municipal Cooperation Policy: As adopted Feb. 19, 2009.
- Procurement Policy: As adopted March 21, 2011 and amended October 14, 2020.
- Credit Card Policy: As adopted Feb. 28, 2011 and reviewed October 14, 2020.
- Investment Policy: As adopted December 8, 2008 and reviewed October 14, 2020.
- Budget Policy: As adopted April 13, 2015 and reviewed October 14, 2020.
- Grievance Procedure: As adopted March 14, 2011 and reviewed October 14, 2020.
- Fair Housing Policy: As adopted March 14, 2011 and reviewed October 14, 2020.
- Conflict of Interest Policy: As adopted March 28, 2011 and reviewed October 14, 2020.
- Shared Service Agreement: As adopted March 21, 2011.
- Breach Notification Policy: As adopted October 14, 2020.
- Fund Balance Policy: As adopted November 12, 2012.
- Blood Borne Pathogens Policy: As adopted December 16, 2011.
- Compliance Policies: which include Equal Employment Opportunity and Harassment Policy, Workplace Violence as adopted in Employee Handbook July 1, 2019.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Discussion of Departmental assignments for Board Members. Motion was made by Trustee Reisdorf and seconded by Trustee Doktor for the Departmental assignments:

- Deputy Mayor – Al Graham
- Budget, Finances – Trustee Lauer
- Sewer, Planning and Zoning – Trustee Reisdorf
- Maintenance, Electrician and Beautification – Trustee Doktor
- Police, Budget and Office – Mayor Sargent

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Motion was made by Deputy Mayor Graham and seconded by Trustee Lauer to appoint Judge O'Connor to oversee the Court Department.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Motion was made by Trustee Doktor and seconded by Trustee Lauer to move the following Resolution to make the following designations for the remainder of the Fiscal Year 2020-2021:

BE IT RESOLVED that;

- Freed Maxick be retained as the Village Accounting Firm for the Village and completion of the Annual Update Document
- Whiting Law Firm be retained as Village Attorney
- Melinda Disare of Bond, Schoeneck & King be retained as Attorney for the Police Contract and police personnel
- MRB be retained as the Village Engineers
- The Batavia Daily News be designated as the official newspaper
- M&T Bank be designated as the official depository of the Village of Corfu
- A fixed rate of \$.575/mile for mileage is to be paid as reimbursement to Village Officers and Employees who use their personal automobiles while performing their official Village duties.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Motion was made by Deputy Mayor Graham and seconded by Trustee Lauer that the Village Board meeting will be held the 2nd Wednesday of each month at 6:30 pm.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Motion made by Mayor Sargent and seconded by Trustee Lauer to establish special meetings of the Board of Trustees as follows:

The Mayor and Trustees of the Village shall constitute the Board of Trustees thereof. The Board shall meet at six-thirty o'clock in the evening (6:30 pm) of the 2nd Wednesday in the month following the annual election and such meeting is known as the Organizational meeting of the Board. The Board shall hold other regular meetings at such times and places in the Village as it shall by resolution provide. Special meetings may be called by the Mayor or any two Trustees, by causing a written notice, specifying the time and place thereof, to be served upon each member of the Board, personally, at least one hour, or by leaving a notice at his/her residence or place of business with some person of suitable age or discretion, or by email, at least twenty-four hours before the time of the meeting, or by mailing such notice at least seventy-two hours before such meeting. Any meeting may be adjourned to a later date, but not more than three (3) weeks. (See Section 87 of Village Law)

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Pursuant to Village Law 5-524(6), motion by Trustee Lauer and seconded by Trustee Doktor to move the following resolution:

RESOLVED: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and discounted invoice charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the Board of Trustees disallows; AND that this resolution is effective immediately.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Planning Update:

- Trustee Reisdorf informed the Board that 18 East Main Street has requested a zoning variance; it was decided that the zoning variance is inadequate and was instructed to complete a special use permit.
- Mayor Sargent informed Trustee Reisdorf that this process should continue to proceed

Police Update:

- Mayor Sargent informed the Board that Officer Labelle has completed FTO training; it was explained to the Board he needed 160 hours within 5 weeks

Court Update:

- Received \$15,917.50 for September 2020 Fines
- Audit has been finalized with Comptroller's Office

Maintenance Update:

- Camden Group Representative, Glenn Eck was approached by a resident on Ganson Ave inquiring why a streetlight has been removed; Mayor Sargent will reach out to National Grid for more information
- Lawrence Ave resident has complained that the new lights installed are too bright; Mayor Sargent will request a shield for the resident, however, is waiting until all lights are installed to make sure no other shield are needed to be installed
- Mr. Eck spoke to the Board regarding plowing of Ganson Ave; Town of Darien does not plow all the way to the end of road, Mr. Eck wanted permission to reach out to Town of Pembroke to complete this when plowing to ensure the residents are able to get out of their driveways
- Village Truck should be ready in 2 weeks
- Mr. Eck asked if the Village can advertise that leaves after Thanksgiving need to be bagged
- Mr. Eck informed the Board that a man door for the Police garage is needed, approx. \$750
- Mr. Eck received a quote from Niagara Equipppers to install lighting on truck with a quote of \$1,670.45; Mr. Eck has inquired with FM Communications and Rebel liners, neither company has responded to the quote request.

Deputy Mayor Graham made a motion to approve Niagara Equipppers to complete the lighting project for the Village Truck, with the attempt of requesting other quotes Deputy Mayor Graham stated no other written quotes will be needed; 2nd by Trustee Doktor

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Trustee Reisdorf made a motion to approve Norm Waff to create and install Village graphics on the new Village Truck for \$600; 2nd by Trustee Doktor

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Trustee Doktor made a motion to purchase a man door for police garage not to exceed \$1,000; 2nd by Trustee Reisdorf

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Office Update:

- Received letter from Camden Group for their annual increase of 1.3% for the Maintenance contract.

Deputy Mayor Graham made a motion to approve the September 23, 2020 meeting minutes; 2nd by Trustee Doktor:

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Trustee Lauer made a motion to approve the bills in the amount of \$23,743.91 per cash requirements requested from Freed Maxick; 2nd by Trustee Deputy Mayor Graham.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

**VILLAGE OF CORFU General Fund
Abstract of Bills
10/14/2020**

Inv. Date	Inv #	Vendor	G/L #	Amt. Due
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9/21/20	92120	Barsuk, Dave	5110.4	\$1,300.00
10/12/20	19842234	Bond. Schoeneck & King	3120.4	\$1,905.00
10/1/20	5469	Camden	5110.4	\$4,333.33
10/6/20	41060	Crosby's	8510.4	\$32.01
9/30/20	20090881	Dig Safely	5110.4	\$22.00
10/1/20	Oct-20	Genesee Traffic	1110.4	\$293.00
9/29/20	10482947	Freed Maxick	1325.4	\$1,200.00
10/9/20	10.9.20 -practice	Koscielniak, Kevin	3120.4	\$100.00
7/20/20	441	Lathan Tree Service	8560.4	\$2,120.00
9/18/20	8915292105	National grid	5182.4	\$817.69
9/18/20	10665669	Quill	1325.4	\$64.56
9/25/20	3-Mar	Superior Plus	8130.4	\$147.47
9/2/20	20-Sep	Town of Pembroke	5110.4	\$53.46
9/2/20	20-Sep	Town of Pembroke	3120.4	\$294.45
9/23/20	9863526156	Verizon	3120.4	\$120.05
9/28/20	232553	WNY Imaging	1325.4	\$178.10
				\$ 12,981.12

Abstract of Bills
10/14/2020 processed before 10.14.20

Inv. Date	Inv #	Vendor	G/L #	Amt. Due
10/8/20	Sep-20	Council 82	TA24	\$258.16
10/8/20	ADP	M&T Bank	1325.4	\$540.77
10/8/20	NYS Retirement	M&T Bank	1325.4	\$326.60
				\$ 1,125.53

VILLAGE OF CORFU -Sewer Fund
Abstract of Bills
10/14/2020

Inv. Date	Inv #	Vendor	G/L #	Amt. Due
10/1/20	5507	Camden	8130.40	\$ 130.00
10/1/20	5505	Camden	8130.40	\$ 130.00
10/1/20	5506	Camden	8130.40	\$ 260.00
10/1/20	5487	Camden	8130.40	\$ 252.00
10/1/20	5497	Camden	8130.40	\$ 88.00
10/1/20	5496	Camden	8130.40	\$ 88.00
10/1/20	5495	Camden	8130.40	\$ 88.00

10/1/20	5462	Camden	8130.40	\$ 6,656.92
9/22/20	5993311	Frontier	8120.40	\$ 80.83
9/22/20	5996454	Frontier	8120.40	\$ 151.13
9/22/20	5994662	Frontier	8120.40	\$ 58.69
9/22/20	5994661	Frontier	8120.40	\$ 58.69
9/21/20	9990000462375	NYS Dept of Conservation	8130.40	\$ 425.00
9/21/20	9990000466691	NYS Dept of Conservation	8130.40	\$ 425.00
9/25/20	410577	Slack Chemical	8130.40	\$ 745.00
				\$ 9,637.26

Sewer Update:

- Deputy Mayor Graham states plant project has been extended due to supply issues due to COVID-19; hoping for a November 15th start up
- Deputy Mayor Graham informed the Board that Kutter’s has received a grant for 2 million dollars for their plant expansion if they hire 50 people
- Deputy Mayor Graham discussed a major error with new drying bed; blueprints were incorrect
- Mr. Eck informed the board the main lift station is having major issues
- Mayor Graham received quotes for underground gas main to be installed; cheapest quote was \$9,525.00

Trustee Lauer made a motion to approve the quote on gas line and for work to begin; 2nd by Trustee Reisdorf

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Beautification Committee:

- Better Corfu Meeting is preparing an official announcement for Autumn in the Village; Matt Steinberg is creating map of evens
- Tim Stringham has reached out to Trustee Doktor to prepare a Holiday Event within the Village; including tree decorating contest and tree lighting ceremony.

Deputy Mayor Graham made a motion to adjourn meeting at 8:00 p.m.; 2nd by Trustee Doktor:

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Graham	X			
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	5			

Respectfully Submitted,

Jenny McMartin-Eck
Deputy Clerk