

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on February 8, 2021 at 7:30 pm at the Canadice Town Hall and Virtually via Zoom.

2. Roll call showed the following-

- Present: Supervisor Kristine Singer
- Councilman John O’Connor
- Councilman Mark Statt
- Councilman Teryl Gronwall
- Councilwoman Kate Crowley

Others Present: Three (3) guests/residents attended the Regular Town Board Meeting in person or virtually.

3. Salute to the Flag.

4. Approval of January 11, 2021 Regular/Organizational Meeting Minutes-

Note: Minutes of the preceding meeting shall be approved without being read, unless the reading thereof is called for by a Member of this Board - the minutes are available for review at the Office of the Town Clerk.

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to approve the minutes of the January 11, 2021 Regular/Organizational Town Board Meeting.

APPROVED Ayes 5 Singer, O’Connor, Statt, Gronwall, Crowley
Nays 0

B. PRIVILEGE OF THE FLOOR: There was no one to be heard.

C. COMMUNICATIONS:

Note: Communications are filed with the Town Clerk. Discussion on any item may be called for by any Member of this Board.

*Supervisor Singer commented on the Ontario County Schedule of Taxes.

*Supervisor Singer mentioned the State Comptroller’s email on Distressed Provider Assistance included in the communications. The changes to NYS Law require the Office of the State Comptroller to withhold local sales tax collections from counties in quarterly installments and deposit these funds into the Distressed Provider Assistance Account to fund financially distressed hospitals and nursing homes.

*The Honeoye Lake Watershed Task Force newsletter is published and on our website.

D. REPORTS:

1. Town Clerk/Tax Collector- Mrs. Eileen Schaefer.

a. The financial report for the Town Clerk/Tax Collector for the month of January was submitted (see T. C. file).

Councilman Statt motioned, Councilman Gronwall seconded, and it was unanimously carried to accept the Town Clerk/Tax Collector’s report. The remaining warrant payment was provided to the Supervisor for a

total of \$883,953.86.

APPROVED Ayes 5 Singer, O'Connor, Statt, Gronwall, Crowley
 Nays 0

*Councilman O'Connor commented on the water income and billing from Rochester Water Authority.

2. Historian- Mrs. Margaret Bott.
 - a. No report.

3. Code Enforcement Officer- Mr. Stephen Smith.
 - a. The written report for the month of January was submitted (see T. C. file).

4. Planning Board- Mr. Theodore Mayhood.
 - a. Draft minutes were submitted to the Town Board (see T. C. file).
 - b. Two subdivision applications were processed and approved. One for Ms. Crane on County Rd 36 and one for the Hopkins family on Canadice Hill Rd.
 - c. Still looking for an alternate member.

5. Zoning Board of Appeals- Mrs. Linda Moorhouse.
 - a. There is a meeting scheduled for Wednesday February 10th.

6. Highway Superintendent- Mr. Jeremy Frain.
 - a. The written report for the month of January was submitted (see T. C. file).
 - b. 30 plow and salt runs since the last meeting. An additional nine trips were made with just two or three trucks to handle drifting.
 - c. Viking is a year out for outfitting equipment. Onondaga County bids seem to have good pricing if we can pull from their pricing. Supervisor Singer indicated we would just need to pass a resolution authorizing the use of their pricing.

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
 - a. The written report for the month of January was submitted (see T.C. file).
 - b. Normal business was conducted at the quarterly meeting January 28th. There was a presentation on the Hemlock Woolly Adelgid control in the Honeoye Lake Watershed by Carrie Marschner from Cornell University. A webinar is scheduled for February 9th at 6:00 pm. Details are listed on the Town website which includes information for a walk on February 12th.

8. Assessor- Mrs. Lisa M. Bennett
 - a. The written report for the month of January was submitted (see T.C. file).

9. Water District Operations –
 - a. Rochester Water Authority Operations Report submitted (see T.C. file).
 - b. Project Close-out Status – BPD and Kathy Dear are working on the final expenses.

10. Special Reports –

- a. Auditors were at the town hall last Friday for the 2019 audit.

11. Supervisor- Ms. Kristine Singer.

- a. The financial reports for the month of January will be available after the books are closed by the auditors.

E. UNFINISHED BUSINESS:

- 1. Short-term Rental Regulation Status – the attorney is reviewing the Short-term Regulation information. She will also prepare the short form SEQR. Ontario County Planning will need to review it also.

F. NEW BUSINESS:

- 1. **Resolution Number 13 of 2021** –Authorization To Execute An Engagement Letter With Mengel Metzger Barr & Co., Llp, For An Audit Of The Town’s Financial Statements And Required Single Audit For The Years 2020 And 2021

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, this Board needs to conduct an external audit of the Town’s financial statements and have the required single audit resulting from the construction of Water District No. 1 which received substantial grant funds in the years 2020 and 2021; and

WHEREAS, Mengel Metzger Barr & Co., LLP, has submitted a proposal for said audits; and

WHEREAS, Mengel Metzger Barr & Co., LLP performed an audit of procedures for 2018 and the financial statement and single audits for 2019;

WHEREAS, it is desirous to continue to have Mengel Metzger Barr & Co., LLP conduct the audits of the Town’s financial statements for consistency; and

WHEREAS, funding for the audits has been included in the capital project budget; now, therefore, be it RESOLVED, that this Board directs the Supervisor to execute the engagement letter with Mengel Metzger and Barr & Co., LLP, to conduct said audits per their proposal; and be, it further

RESOLVED, that the cost of the audits will be \$10,500.00 for 2020 records and \$11,000.00 for 2021 records as stated in the engagement letter; and, be it further

RESOLVED, that the Clerk of this Board is to send a copy of this resolution, and the signed engagement letter to Mengel Metzger and Barr & Co., LLP.

- 2. **Resolution Number 14 of 2021** – Authorization To Execute An Intermunicipal Agreement

Councilman Statt motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, former Highway Superintendent Bruce Longbine proposed to this Board an opportunity to partner with neighboring towns to purchase a road widener, which is a specialized piece of highway equipment in 2009; and

WHEREAS, the Supervisors and Highway Superintendents from each of the involved towns agreed that such a collaboration would be in the best interest of each town and its residents; and
 WHEREAS, the Town of Canadice has acted as Lead Agency as defined in the agreement; and
 WHEREAS, this Board agrees that having access to a road widener for highway repairs that would otherwise not be possible without shared equipment, enhances our long-term equipment program; and
 WHEREAS, the initial agreement expired on December 31, 2015; and
 WHEREAS, the first renewal agreement expired on December 31, 2020; and
 WHEREAS, current Highway Superintendent Jeremy Fraim has recommended to this Board to renew the agreement for an additional five years; now, therefore, be it
 RESOLVED, that this Board gives authorization for the execution of said agreement by the required Town Officials; and, be it further
 RESOLVED, that the Clerk of this Board send certified copies of this resolution along with the copies of the agreement to be executed by each participating town and returned. After all copies are fully executed, one copy will be distributed to each Supervisor and a copy of said executed agreement distributed to each Highway Superintendent.

3. Resolution Number 15 of 2021 – Setting Date, Place And Time For A Public Hearing To Entertain Comments Pertaining To The Adoption Of Local Law Number 1 (Intro) Of 2021 Entitled: A Local Law Amending The Canadice Town Code At Chapter 21, Procurement, To Add Best Value Competitive Bidding To The Town Code

Councilman O’Connor motioned, Councilwoman Crowley seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 Nays 0

WHEREAS, there has been presented and introduced at a meeting of this Board held on February 8, 2021, a proposed local law entitled: A Local Law Amending the Town Code at Chapter 21, Procurement, adding Best Value Competitive Bidding; now, therefore, be it
 RESOLVED, that this Board shall hold a Public Hearing on the 8th day of March 2021 at 7:30 pm for the purpose of entertaining comments pertaining to the adoption of Local Law Number 1 (intro) of 2021 entitled: A Local Law Amending the Town Code at Chapter 21, Procurement, to add Best Value Competitive Bidding; and, be it further
 RESOLVED, that the Clerk of this Board publish a notice of said Public Hearing in the official newspaper of the Town at least five (5) days prior thereto.

4. Resolution Number 16 of 2021 – Appointment Of Jennifer Knobel To The Board Of Assessment Review
 Councilwoman Crowley motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, Assessment Review Board Member Mr. Timothy McAuliffe has tendered his resignation effective immediately leaving a vacancy on the Board for a term that expires September 30, 2024; and
 WHEREAS, Mrs. Jennifer Knobel has expressed her interest to serve on the Board of Assessment Review; and

WHEREAS, this Board, after due deliberation, agrees that Mrs. Knobel will be an asset to the Assessment Review Board and is pleased that Mrs. Knobel wishes to serve on said Board; now, therefore, be it RESOLVED, that this Board does hereby appoint Mrs. Jennifer Knobel to the Town of Canadice Assessment Review Board to the unexpired term that will expire on September 30, 2024 and, be it further RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mrs. Jennifer Knobel, and Ontario County Real Property Tax Services.

5. Resolution Number 17 of 2021 – Appreciation - Timothy McAuliffe

Councilman Gronwall motioned, Councilwoman Crowley seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Singer, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, Board of Assessment Review Member Mr. Timothy McAuliffe has submitted his resignation on December 18, 2020; and

WHEREAS, Mr. McAuliffe began his tenure on the Canadice Board of Assessment Review on November 9, 2015; and

WHEREAS, during his tenure Mr. McAuliffe demonstrated integrity and dedication to both the Town and its citizens and exhibited those unique attributes and qualities which exemplify the characteristics expected of individuals serving in public service; and

WHEREAS, Mr. McAuliffe maintained an open mind and performed his due diligence with regards to each case that was presented to the Board which contributed to the excellent decisions rendered on behalf of the citizens of Canadice; now, therefore, be it

RESOLVED, that this Board, on behalf of the citizens of the Town of Canadice, expresses its appreciation to Mr. McAuliffe for his service to the Town; and, be it further

RESOLVED, that this Board extends its best wishes to Mr. McAuliffe and hopes that future years bring good health, contentment and possible future service to the Town of Canadice; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of the resolution to Mr. McAuliffe.

6. Clerical Position – Supervisor Singer indicated there is an open clerk position on our books. This is not to replace anyone; but to start training someone that may be interested in a long-term position in one of the offices.

7. Approval of the Bills –

Councilman Gronwall motioned, Councilman Statt seconded, and it was unanimously carried that the bills are to be paid in the following amounts:

ABSTRACT #14 for 2020-

		Voucher	
	General/Highway Account	#597 to #605	\$ 47,802.66
APPROVED	Ayes 5	Singer, O’Connor, Statt, Gronwall, Crowley	
	Nays 0		

ABSTRACT #2 for 2021-

		Voucher	
General/Highway Account		#17 to #58	\$112,834.75
Trust & Agency		#2	\$ 262.42
APPROVED	Ayes 5	Singer, O'Connor, Statt, Gronwall, Crowley	
	Nays 0		

G. PRIVILEGE OF THE FLOOR:

1. Councilman O'Connor asked if the gravel situation is still a problem for the Highway Department. Bruce Wohlschlegel has a gravel pit on County Road 36 that he was told had quality gravel. After a brief discussion Superintendent Fraim indicated the gravel situation is worked out for now.

2. Councilman O'Connor questioned if the sales tax issue is addressed due to neighboring county tax rates and the confusion of which county a property is located. Supervisor Singer indicated once a year the county administrator can recover some of the sales tax owed to Ontario County.

3. Councilman Statt - Consideration of a Fire District Merger; discussion took place regarding how the process might work and how it would be voted on. Councilman Statt and Councilman O'Connor are involved with the project.

H. EXECUTIVE SESSION: Contract Negotiations

Councilman O'Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the regular meeting at 8:20 pm to go into executive session.

APPROVED Ayes 5 Singer, O'Connor, Statt, Gronwall, Crowley
Nays 0

Councilman O'Connor motioned, Councilwoman Crowley seconded, and it was unanimously carried to adjourn the executive session at 8:34 pm and resume the regular meeting with no action taken.

APPROVED Ayes 5 Singer, O'Connor, Statt, Gronwall, Crowley
Nays 0

I. ADJOURNMENT:

Councilman O'Connor motioned, Councilwoman Crowley seconded, and it was unanimously carried to adjourn the meeting at 8:35 pm.

APPROVED Ayes 5 Singer, O'Connor, Statt, Gronwall, Crowley
Nays 0

Respectfully submitted, _____ Eileen Schaefer, Town Clerk