

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on December 9, 2019 at 7:30 pm at the Canadice Town Hall.

2. Roll call showed the following-

- Present: Supervisor Kristine Singer
- Councilman John O’Connor
- Councilman Mark Statt
- Councilman Mark Malmendier
- Councilman Teryl Gronwall

Others Present: Six (6) guests/residents attended the Regular Town Board Meeting.

3. Salute to the Flag.

4. Approval of November 11, 2019 Regular 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 Malmendier seconded, and it was unanimously carried to approve the minutes of the November 11, 2019 Regular Town Board Meeting.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall
 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.

D. REPORTS:

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

a. The financial report for the Town Clerk/Tax Collector for the month of November 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.

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

b. We will have an Intern, Mr. David Gosper, working with each department on a short Field Study Period. He is a Keuka College student that is interested in government. His parents are Canadice residents.

2. Historian- Mrs. Margaret Bott.

a. No report.

3. Code Enforcement Officer- Mr. Stephen Smith.
 - a. The written report for the month of November was submitted (see T. C. file).
 - b. Nothing new to report currently on the Echo Mountain Rd property. With the change in weather there won't be much progress.
4. Planning Board- Mr. Theodore Mayhood.
 - a. Draft minutes were submitted to the Town Board (see T. C. file).
 - b. Colegrove application approved with stipulations.
 - c. Paterson application closed out.
 - d. Hogan site plan application approved with the stipulation that final plans will be submitted.
5. Zoning Board of Appeals- Mrs. Linda Moorhouse.
 - a. Minutes were submitted to the Town Board (see T.C. file).
6. Highway Superintendent- Mr. Mike Virgil.
 - a. The written report for the month of November was submitted (see T. C. file).
 - b. Severe icy road conditions Sunday 12/1/19. Twelve salt/plow runs since the last TB meeting.
 - c. Installed a sign on Canadice Lake Road at the request of Wayland School District in the access driveway near the south City of Rochester gate. Hunters and hikers were parking in the driveway rather than the parking area and it's needed for the school bus to turn around in.
 - d. Remain in process with the application for the culvert replacements around town to recover \$100k grant promised for flood damage.
 - e. Asplundh Tree Service will begin cutting dead ash trees that were previously marked along Canadice Lake Road for the City/NYSDEC.
7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
 - a. The written report for the month of November was submitted (see T.C. file).
 - b. Attended the North American Lake Management Society Annual Conference in Burlington Vermont. Several presentations were on the latest trends in using Alum Treatments and Aeration Systems to address the issue of legacy phosphorus being released from the lake bottom sediments when the lake is stratified; also attended a workshop on how to use green infrastructure to control erosion run-off into lakes.
 - c. The awards for two WQIP Grant applications submitted in July should be announced in December.
8. Assessor- Mrs. Lisa M. Bennett
 - a. The written report for the month of November was submitted (see T.C. file).
9. Water District Project –
 - a. Water District Progress meeting minutes November 14 submitted.
 - b. Water District Progress meeting minutes November 27 submitted.
 - c. The pump station was set last Thursday. Drilling is done and the pipes are in the ground. There are 27 services left to install.
10. Supervisor- Ms. Kristine Singer.

a. The financial report for the month of November was submitted (see T.C. file).

Councilman Malmendier motioned, Councilman O’Connor seconded, and it was carried to accept the Supervisor’s report.

APPROVED Ayes 4 O’Connor, Statt, Malmendier, Gronwall
 Abstain 1 Singer
 Nays 0

b. Resolution Number 77 of 2019 – 2019 Budget Modifications

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

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

WHEREAS, this Board and the Highway Superintendent developed an Equipment replacement schedule; and

WHEREAS, the 2019 Budget was prepared allocating funds to Capital Equipment Purchases, DA5130.2, to cover purchases and debt expense for equipment purchases and payments for those purchased with a Lease Purchase contract; and

WHEREAS, the equipment schedule also included the receipts from the sale of equipment to cover the expenses for purchases and debt service; and

WHEREAS, it is necessary to properly account for the debt service and interest payments in their own expenditure account and modify the budget for funds received from the sale of equipment; now, therefore, be it

RESOLVED, that this Board directs the Budget Officer to make the following 2019 budget modifications:

Revenues

Increase DA2665, Sale of Equipment by \$21,058.00

Increase DA2300, Services to Other Governments by \$1,121.63

Expenditures

Decrease DA5130.2, Machinery, Equipment, Capital by \$163,227.00

Increase DA9785.6, Debt Principal \$170,859.66 for Lease Payments

Increase DA9785.7, Debt Interest by \$14,546.97 for Lease Payments

c. Budget Transfers:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
DA5112.21	DA5142.4	\$ 8,437.75	Expenditures greater than budgeted amount.
DA5110.4	DA5142.4	\$ 3,120.98	Expenditures greater than budgeted amount.
DA5112.1	DA5110.1	\$ 6,676.38	Expenditures greater than budgeted amount.
DA5112.1	DA5140.1	\$ 741.82	Expenditures greater than budgeted amount.

Councilman Malmendier motioned, Councilman Statt seconded, and it was unanimously carried to approve the budget transfers.

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

d. Resolution Number 78 of 2019 – 2019 Budget Modification Authorization

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

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

WHEREAS, the Budget Officer has indicated that there may be the need to make transfers between lines to resolve negative balances in appropriation lines after payroll number 2 is processed containing potential buy-out amounts for union employees and other necessary adjustments after the review of all account ledgers to enable closing the 2019 books; and

WHEREAS, the Budget Officer has determined that there will not be a need to increase the overall budget since there remains sufficient balances in other lines to cover any potential adjustments; now, therefore, be it RESOLVED, that this Board directs the Budget Officer to make any necessary transfers between appropriation lines to resolve any negative balances for the 2019 as long as the total town budget amounts by fund are not impacted beyond any modifications approved by this Board as of this date to close the 2019 budget year.

E. UNFINISHED BUSINESS:

1. Resolution Number 79 of 2019 – Appointed Board Training Carryover

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

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

WHEREAS, New York State mandates that Planning Board and Zoning Board of Appeals members must receive at least four (4) hours of training each calendar year; and

WHEREAS, New York State provides for the ability to carryover and apply training hours in excess of four to the following year; and

WHEREAS, the Town Board of the Town of Canadice wants to ensure the training is current and applicable to the timeframe in which it is received; now, therefore, be it

RESOLVED, that this Board hereby declares that any additional training hours in excess of four must be used the following year and cannot be carried over for more than one year; and, be it further

RESOLVED, that a copy of this resolution be sent to each member and the secretaries of the Planning Board and the Zoning Board of Appeals.

F. NEW BUSINESS:

1. Resolution Number 80 of 2019 – Declare HP Office Jet Pro 6230 Inkjet Printer Surplus

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

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

WHEREAS, the new Toshiba copier has the ability to scan and print in color; and

WHEREAS, the Code Enforcement’s office uses the Toshiba copier for these functions; and

WHEREAS, the color inkjet printer in the Code Enforcement Officer’s office is no longer used and has no

value due to its age; now, therefore, be it

RESOLVED, that this Board hereby declares the HP OfficeJet Pro 6230 Model E3E03A Inkjet color printer, serial number TH5C95114, as surplus; and, be it further

RESOLVED, that this printer be disposed of at the next available electronics disposal opportunity; and, be it further

RESOLVED, that this printer be removed from the Town’s equipment inventory.

2. Resolution Number 81 of 2019 – Authorization For Canandaigua National Bank To Act As Agent For The Town Of Canadice To Accept 2020 Town And County Tax Bills

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

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

WHEREAS, the Town Board of the Town of Canadice approves Canandaigua National Bank to act as an agent for the Town of Canadice and collect Town and County Taxes for the year 2020 during the month of January; and

WHEREAS, Canandaigua National Bank will accept tax payments from January 2nd through January 31st, full payments only (no installment payments), and will deposit these payments to the Town of Canadice Tax Collector Account on the following business day and notify the collector with an itemized listing of taxes received; and

WHEREAS, there will be no charge to the Town for this service; and

WHEREAS, Canadice Town Tax Collector, Eileen Schaefer, will be responsible for any check that is returned for any reason; now, therefore, be it

RESOLVED, that Canandaigua National Bank will be accepting tax payments for the Town of Canadice during the month of January 2020 with no expense to the Town; and, be it further

RESOLVED, that these monies will be deposited in the Town of Canadice Tax Collector's savings account with no expense to the Town and the bank will notify the Town the following day with an itemized listing; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Canandaigua National Bank and retain a copy in the official Town records.

3. Resolution Number 82 of 2019 – Reappointment Of Edwin Bott To The Town Zoning Board Of Appeals

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

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

WHEREAS, the term of Zoning Board of Appeals member Mr. Edwin Bott expires on December 31, 2019; and

WHEREAS, Mr. Bott has indicated that he would like to remain on the Zoning Board of Appeals; and

WHEREAS, this Board after due deliberation agrees that Mr. Bott has been and will continue to be an asset to the Zoning Board of Appeals and is pleased that Mr. Bott wishes to continue in said position; now, therefore, be it

RESOLVED, that this Board does hereby reappoint Mr. Edwin Bott to the Town of Canadice Zoning Board

of Appeals commencing January 1, 2020 and terminating on December 31, 2024; and, be it further RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Bott, the Secretary of the Zoning Board of Appeals and retain a copy in the Town records.

4. Resolution Number 83 of 2019 – Reappointment Of Stephen Engard To The Town Planning Board Councilman O’Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

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

WHEREAS, the term of Planning Board Member Stephen Engard expires on December 31, 2019; and WHEREAS, Mr. Engard has indicated that he would like to remain a member of the Canadice Planning Board; and

WHEREAS, the Planning Board has recommended to the Town Board the reappointment of Mr. Engard to the Town Planning Board for the term commencing January 1, 2020; and

WHEREAS, this Board after due deliberation agrees that Mr. Engard will continue to be an asset to the Planning Board and is pleased that he wishes to continue in said position; now, therefore, be it RESOLVED, that this Board does hereby reappoint Mr. Stephen Engard to the Canadice Planning Board commencing January 1, 2020 and terminating on December 31, 2026; and, be it further RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Engard and the Secretary of the Planning Board.

5. Resolution Number 84 of 2019 – Appreciation - Mr. Michael Virgil

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

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

WHEREAS, Michael Virgil, Canadice Highway Superintendent, did not seek re-election choosing to retire at the end of the year ending many years of service to the Town and its residents in various position; and

WHEREAS, Mr. Virgil has served as Highway Superintendent since March of 2014 utilizing his expertise and experience learned over the years in the private sector and from his service to the Town; and

WHEREAS, Mr. Virgil’s service to the Town began as a member of the Planning Board from 1986 until December 1991; and

WHEREAS, his service continued with his election to the Town Board effective January 1992; and

WHEREAS, Mr. Virgil also served as the Deputy Town Supervisor, fondly referred to as ‘Deputy Dog’, for most of those years; and

WHEREAS, Mr. Virgil has been an integral part of the countless decisions and projects this Board has undertaken during his tenure in all of those positions he served in; and

WHEREAS, during his tenure Mr. Virgil 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. Virgil has certainly left his mark on the Town of Canadice, its residents, officials and employees; now, therefore, be it

RESOLVED, that this Board on behalf of the citizens of the Town of Canadice, expresses its appreciation to

Mr. Virgil for his service and dedication to the Town; and, be it further
RESOLVED, that this Board offers their best wishes to Mr. Michael Virgil as he enters this new chapter in his life and hopes he has a long, happy and healthy retirement; and, be it further
RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Mr. Virgil.

6. Resolution Number 85 of 2019 – Setting Date, Place And Time For The 2020 Town Of Canadice Organizational Meeting

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

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

WHEREAS, Town Law requires that the Town Board hold an Organizational Meeting at the beginning of each fiscal year; now, therefore, be it

RESOLVED, that the organizational meeting for the Town of Canadice for the year 2020 will be held at the Canadice Town Hall, 5949 County Road #37 in the Town of Canadice on the 13th day of January 2020 at 7:30 pm for the organization of the Board and for such other business as may be presented to the Board; and, be it further

RESOLVED, that the Town Clerk publish a notice in the official newspaper of the Town of said meeting in accordance with Town Law.

7. Approval of the Bills –

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

ABSTRACT #12 for 2019-

	Voucher	
General/Highway Account	#509 to #560	\$ 234,773.81
Trust & Agency	#15	\$ 300.76

(Voucher #508 voided, paid on #525)
(Voucher #512 voided, paying in abstract #13)
(Voucher #561 voided, paid on #514)

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

G. PRIVILEGE OF THE FLOOR:

1. Reminder of Town Employee Christmas party Wednesday December 18th at noon.
2. Mr. Mayhood mentioned a research group is under way with three Planning Board members, and two Town residents to look at short-term rental regulations.
3. Councilman O’Connor mentioned Ontario County finally joined NYMER.

H. EXECUTIVE SESSION: Pending Litigation

Councilman O’Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to move to executive session at 8:19 pm to discuss pending litigation.

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

Nays 0

Councilman O'Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to close the executive session with no action taken and resume the regular meeting.

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

I. ADJOURNMENT:

Councilman O'Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to adjourn the meeting at 8:36 pm.

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

Respectfully submitted, _____ Eileen Schaefer, Town Clerk