

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on December 13, 2021 at 7:30 pm at the Canadice Town Hall and virtually.

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: Eleven (11) guests/residents attended the Regular Town Board Meeting in person or virtually.

3. Salute to the Flag.

4. Approval of November 8, 2021 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 Gronwall seconded, and it was unanimously carried to approve the minutes of the November 8, 2021 Regular Town Board Meeting.

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

With the following correction:

Pg 3; d; the inspection fee thereafter would be \$100 when the permit is renewed.

B. PRIVILEGE OF THE FLOOR:

1. The Board presented a Laser map of Hemlock, Canadice and Honeoye Lake to Supervisor Singer as she retires after 24 years of public service. The following text from the map was read by Councilman O’Connor:

Presented December 2021

To recognize Kristine Singer

For her dedicated service to the Town of Canadice

In appreciation for your commitment to the Town managing the projects and finances of Canadice as Town

Supervisor and Budget Officer during your 24 years of public service.

A sincere THANK YOU from all that have served on the Town Boards,
the Employees and on behalf of the Residents.

2. Mr. Burch Craig expressed his thanks and appreciation to Supervisor Singer for her service.

C. COMMUNICATIONS:

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

summer.

8. Assessor- Lisa M. Bennett

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

9. Water District Operations –

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

10. Special Reports – Water District No. 1

a. Everything is still on schedule to finish up the bonding for the water district.

b. A resident has a sink hole that may be from a hydrant leaking. Supervisor Singer contacted Patti Bedard from the City of Rochester, and she will have someone come out to test for fluoride. If there is no fluoride then it’s ground water and not the hydrant.

11. Supervisor- Kristine Singer.

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

Councilman Statt motioned, Councilman Gronwall seconded, and it was carried to accept the Supervisor’s report.

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

b. Budget Transfers:

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
A1990.4	A8020.4	\$ 117.36	Expenditures greater than budgeted amount.
DA5112.1	DA5110.1	\$17,269.90	Expenditures greater than budgeted amount.
DA5112.1	DA5130.1	\$ 4,321.52	Expenditures greater than budgeted amount.

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

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

E. UNFINISHED BUSINESS:

1. Resolution Number 82 of 2021 – Designation of Canadice Water District No. 1 Operator

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

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

WHEREAS, the construction of the improvements for the Town of Canadice water system improvement project known as Canadice Water District No. 1, have been completed and approved by the Project Engineer and the Department of Health; and

WHEREAS, the Town Board of the Town of Canadice on behalf of Canadice Water District No. 1 has contracted with the City of Rochester to have their Bureau of Water operate and maintain the system; now,

therefore be it

RESOLVED, that the Town of Canadice accepts the project as constructed and authorizes final payment to the contractor per the executed agreement; and, be it further

RESOLVED, that Patricia B. Bedard (NYSDOH Certificate #NY0039333) is hereby designated by the Town of Canadice to operate the water system, consistent with the Inter-Municipal Cooperation Agreement between the Town of Canadice and the City of Rochester; and, be it further

RESOLVED, that certified copies of this resolution be sent to Cynthia Newcomb, USDA Area Specialist, Kathy Dear of LaBella Associates and Supervisor Kristine Singer.

2. Resolution Number 83 of 2021 – De-Obligation Of Funds

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

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

WHEREAS, the construction of the improvements for the Town of Canadice water system improvement project known as Canadice Water District No. 1, have been completed and approved by the Project Engineer and the Department of Health; and

WHEREAS, Rural Development had approved a loan in the amount of \$2,000,000, an additional loan in the amount of \$1,000,000 and a grant in the amount of \$200,000; and

WHEREAS, project construction extended beyond the anticipated completion date; however, due to various causes, final expenses were less than budgeted and the full amount of the funding will not be required; now, therefore, be it

RESOLVED, that the Town of Canadice agrees that the \$247,000 of the \$2,000,000 loan should be de-obligated leaving a balance of \$1,753,000 to be received; and, be it further

RESOLVED, that the Town of Canadice agrees that the \$40,000 of the \$1,000,000 loan should be de-obligated leaving a balance of \$960,000 to be received; and, be it further

RESOLVED, that the Town of Canadice agrees that the full \$200,000 Grant funds should be de-obligated; and, be it further

RESOLVED, that certified copies of this resolution be sent to Cynthia Newcomb, USDA Area Specialist, Kathy Dear of LaBella Associates and Supervisor Kristine Singer.

3. Resolution Number 84 of 2021 – Adoption of Vulnerability Assessment and Emergency Response Plan for Canadice Water District No. 1

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

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

WHEREAS, Federal and State Agencies require that all water providers prepare a Vulnerability Assessment and Emergency Response Plan to ensure the safety and public health protection during an emergency in order to minimize the impacts of any disruption in the service; and

WHEREAS, with the assistance of the Water Bureau of the City of Rochester, the operator of Canadice Water District No. 1, a vulnerability assessment and emergency response plan was prepared; now, therefore, be it

RESOLVED, that this Board hereby adopts the vulnerability assessment and emergency response plan as presented; and, be it further

RESOLVED, that the assessment and plan be reviewed annually to maintain current contact information necessary and amend any sections as needed based on current operations and potential threats; and, be it further

RESOLVED, that a copy of the vulnerability assessment and emergency response plan be provided to the Water Bureau of the City of Rochester and maintain a copy in the Towns records.

4. Resolution Number 85 of 2021 – Acceptance Of The 2020 Justice Court Audit

Councilman O’Connor 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, the New York State Justice Court Administration requires an annual audit of the courts of local towns and villages; and

WHEREAS, the Town Board of the Town of Canadice is committed to ensuring compliance with State mandated requirements; and, therefore, be it

RESOLVED, that the Town Board hereby accepts the audit of the Justice Court for 2020 conducted on November 12, 2021; and, be it further

RESOLVED, that a copy of this audit, along with a certified copy of this resolution, be sent to the New York State Office of the Court Administration; and, be it further

RESOLVED, that a certified copy of this resolution along with a copy of the audits be sent to Honorable Russel Coon, Honorable Dale Schaefer, Justices for the Town of Canadice; and to Steve Engard, Town of Canadice Court Clerk.

5. Resolution Number 86 of 2021 – Authorization To Execute A Contract Agreement With The International Union Of Operating Engineers Local Union 158S, AFL-CIO

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, this Board agreed to enter into negotiations with the International Union of Operating Engineers Local Union 158S, AFL-CIO as representatives for the Motor Equipment Operators employed by the Town of Canadice; and

WHEREAS, a contract was agreed upon and approved covering the years 2018, 2019 and 2020 with Resolution 35 of 2018; and

WHEREAS, representatives from the Town and the Union have met and agreed to the terms set forth in the attached agreement to be effective until December 31, 2024; and

WHEREAS, the negotiating team has tentatively agreed to the terms set forth in the proposed agreement and recommends its approval; now, therefore, be it

RESOLVED, that this Board does hereby approve said agreement and authorizes the Supervisor to execute said agreement on behalf of the Town of Canadice; now, therefore, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to John Tarasuk,

Representative, International Union of Operating Engineers Local Union 158S, AFL-CIO.

6. Resolution Number 87 of 2021 – Authorization For Execution Of Water District No. 1 Closing Documents And Any Other Necessary Forms Or Certifications

Councilman O’Connor 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, the Supervisor has indicated that there may be the need to execute or certify additional documents not already addressed to date by this Board; and
WHEREAS, this Board agrees that it is of utmost importance for the Bonds to close before year end and the retirement of the current Supervisor; and
WHEREAS, it would be difficult to convene a meeting of the Board prior to the scheduled closing date of December 22, 2021; now, therefore be it
RESOLVED, that this Board directs the Supervisor to execute or certify any forms or documents necessary to Bond and close the Canadice Water District No. 1 project prior to year-end; and, be it further
RESOLVED, that a report regarding any additional documents that were executed or certified after the date of this meeting and prior to the 2022 Organizational meeting will be provided to this Board at its 2022 Organizational meeting.

F. NEW BUSINESS:

1. Resolution Number 88 of 2021 – Setting Date, Place And Time for the 2022 Town of Canadice Organizational Meeting.

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

APPROVED Ayes 5 Singer, O’Connor, Statt, Gronwall, Crowley
 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 2022 will be held at the Canadice Town Hall, 5949 County Road #37 in the Town of Canadice on the 10th day of January 2022 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 public notice in the official newspaper of the Town of said meeting in accordance with Town Law.

2. Resolution Number 89 of 2021 – Authorization To Execute Annual Right-Of-Way Maintenance Permit For 2022 With Ontario County Regarding Potential Repairs Or Maintenance Of Canadice Water District No. 1 Infrastructure

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

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

4. Resolution Number 91 of 2021 – Authorization To Execute A Contract With Honeoye Area Senior Citizens Club

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 wishes to have the Honeoye Area Senior Citizens Club provide their services to eligible Canadice residents; and

WHEREAS, the Honeoye Area Citizens Club agrees to offer membership to eligible residents from the Town of Canadice to participate in all of their programs; now, therefore, be it

RESOLVED, that this Board directs the Supervisor to execute the contract with the Honeoye Area Senior Citizens Club for the year 2022; and, be it further

RESOLVED, that the Town of Canadice will contribute \$500.00 to the Club in consideration of the above services in accordance with the contract; and, be it further

RESOLVED, that the Clerk of this Board is to send a copy of this resolution, and copy of the signed contract to the Honeoye Senior Citizens Club.

5. Resolution Number 92 of 2021 – Resolution of Sympathy William “Bill” Snyder

Councilman Statt 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, this Board was deeply saddened to learn of the passing of Mr. William ‘Bill’ Snyder; and

WHEREAS, Bill was a long time resident of the Town of Canadice; and

WHEREAS, Mr. Snyder served the Town as the Deputy Code Enforcement Officer in 1990 and as Code Enforcement Officer from 1991 through 1998; and

WHEREAS, Mr. Snyder also served as an elected assessor in 1992 and 1993; and

WHEREAS, Mr. Snyder was dedicated to serving the Town while holding those positions; and

WHEREAS, the Town of Canadice wishes to pay its respects to the memory of this fine citizen, Rest in Peace, Bill; now, therefore, be it

RESOLVED, that the Town Board of the Town of Canadice extends its sympathy to the family of Mr. William Snyder; and, be it further

RESOLVED, that this Resolution be entered as part of the permanent records of the proceedings of the Town and be retained in its book of minutes forever; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to his family.

6. Resolution Number 93 of 2021 – Reappointment Of Diane Horning To The Town Zoning Board Of Appeals

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, the term of Zoning Board of Appeals member Mrs. Diane Horning expires on December 31, 2021; and

WHEREAS, Mrs. Horning has indicated that she would like to remain on the Zoning Board of Appeals; and WHEREAS, this Board after due deliberation agrees that Mrs. Horning has been and will continue to be an asset to the Zoning Board of Appeals and is pleased that Mrs. Horning wishes to be reappointed to said Board; now, therefore, be it

RESOLVED, that this Board does hereby reappoint Mrs. Diane Horning to the Town of Canadice Zoning Board of Appeals commencing January 1, 2022 and terminating on December 31, 2026; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mrs. Horning, the Secretary of the Zoning Board of Appeals and retain a copy in the Town records.

7. Resolution Number 94 of 2021 – Reappointment Of Kaitlynn McCumiskey To The Town Planning Board

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, the term of Planning Board Member Kaitlynn McCumiskey expires on December 31, 2021; and WHEREAS, Mrs. McCumiskey has indicated that she 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 Mrs. McCumiskey to the Town Planning Board for the term commencing January 1, 2022; and

WHEREAS, this Board after due deliberation agrees that Mrs. McCumiskey will continue to be an asset to the Planning Board and is pleased that she wishes to continue in said position; now, therefore, be it

RESOLVED, that this Board does hereby reappoint Mrs. McCumiskey to the Canadice Planning Board commencing January 1, 2022 and terminating on December 31, 2028; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mrs. McCumiskey and the Secretary of the Planning Board.

8. Resolution Number 95 of 2021 – 2021 Budget Modification Authorization

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, 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 26 is processed and other necessary adjustments after the review of all account ledgers to enable closing the 2021 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 2021 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 2021 budget year.

9. Resolution Number 96 of 2021 – Authorization For Canandaigua National Bank To Act As Agent For The Town Of Canadice To Accept 2022 Town And County Tax Bills

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

APPROVED Ayes 5 Singer, O’Connor, Statt, Gronwall, Crowley
 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 2022 during the month of January; and

WHEREAS, Canandaigua National Bank will accept tax bills 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 bills for the Town of Canadice during the month of January 2022 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.

10. Town Property Snow & Ice – some clarification needs to be discussed regarding the sidewalks being cleared off. They need to be cleared more often before the parking lot needs to be plowed.

11. Code Enforcement forms presented for Curb Stop On/Off Request, Short-Term Rental forms. No one had any questions. The forms all looked good.

12. Zoning Code Amendment – Supervisor Singer mentioned some of the definitions are being discussed to clarify the regulation regarding campers.

13. Approval of the Bills –

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

ABSTRACT #12 for 2021-

		Voucher	
General/Highway Account		#467 to #537	\$ 131,094.13
Trust & Agency		#17	\$ 294.41
APPROVED	Ayes 5	Singer, O’Connor, Statt, Gronwall, Crowley	
	Nays 0		

G. PRIVILEGE OF THE FLOOR:

1. Supervisor Singer reminded everyone the employee Christmas lunch is this coming Wednesday and many thanks for her laser map.

H. ADJOURNMENT:

Councilman O'Connor motioned, Councilman Statt seconded, and it was unanimously carried to adjourn the meeting at 8:29 pm.

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

Respectfully submitted, _____ Eileen Schaefer, Town Clerk