

A. CONVOCAATION:

- 1. The Canadice Town Board Meeting was held on April 9, 2018 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 March 12, 2018 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 March 12, 2018 Regular Town Board Meeting.

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

With the following correction: Pg 1, public hearing, 3rd sentence, change finish to finished.

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 discussed some items from the communications list.

**The information from Casella, part 1 of their waste management plan.

**Ontario County Citizens Academy is starting up again if anyone is interested in participating.

**County Road 36 will be closed for construction south of the intersection of Co Rd 36 and East Lake Road. The official detour will take traffic over to State Route 64. Livingston County Highway Department has just sent out the construction bids the beginning of April. They expect construction to start and be completed during the summer months when school is out. Information will be posted on the Canadice website as it becomes available.

D. REPORTS:

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

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

- b. A payment of \$256,246.93 was given to the Ontario County Treasurer April 6 for the remaining taxes paid to the Canadice Tax Collector. The Ontario County Treasurer will continue to process any remaining unpaid taxes.

Councilman O'Connor motioned, Councilman Statt 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

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

3. Code Enforcement Officer- Mr. Stephen Smith.
 - a. The written report for the month of March was submitted (see T. C. file).
 - b. 6133 Oak Lane demolition is complete and Canadice Lake Road appears to be demolished, but not closed out yet. CEO Smith will check it out.
 - c. The BP-1 Affidavit of Exemption to show specific proof of Workers' Compensation coverage for homeowners will no longer be accepted. The homeowner must complete a CE200 online. There are very intrusive questions on the CE200 form. CEO Smith will discuss the change of forms at the next CEO meeting to see if there is an alternative.

4. Planning Board- Mr. Theodore Mayhood.
 - a. Draft minutes were submitted to the Town Board (see T. C. file).
 - b. The model solar energy research group has met.
 - c. Mr. Mayhood met with Mr. & Mrs. Hallett. They had a site plan approved in 2014 for a small business doing minor auto repairs and internet sales. It appears the business has expanded without an updated site plan. They feel an updated site plan is not needed and have already consulted an attorney. CEO Smith will send out the required paperwork siting the reasons a new site plan is necessary according to our Town Code and the consequences if the paperwork is not submitted.
 - d. Planning Board member John Dobeck had to resign. The Planning Board is recommending Darlene Bentley be moved into the full member position and Burch Craig be appointed as an alternate member.

5. Zoning Board of Appeals- Mrs. Linda Moorhouse.
 - a. No meeting held in March.

6. Highway Superintendent- Mr. Mike Virgil.
 - a. The written report for the month of March was submitted (see T. C. file).
 - b. There were twelve ice and snow call-outs.
 - c. The high wind storm on April 4th resulted in several trees down on Town roads, but no power outages.
 - d. 250 ton of salt was delivered for a total of 2000 ton for the season which is our baseline allotment for 2018.
 - e. Second round of pothole patching took place.
 - f. All the paperwork and drawings completed for the Canadice Hollow Road project.
 - g. Temporary revocable permit received from NYSDEC for work within wetlands. We will be submitting paperwork for the replacement of the large culvert at the outlet on Purcell Hill Road shortly when

Ontario County Soil & Water and the engineer finish their work.

h. The exterior propane line to the shop was broken and the exterior wall-pak light was also torn off the building during a major snow slide off the roof; those items were repaired.

i. CHIPS and Pave NY approved.

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.

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

b. The summary of information is listed in the report submitted. DEC plans to release the draft HAB action plans in May for public review and comment.

c. Saturday April 21st is the date for the annual roadside clean-up event.

8. Assessor- Mrs. Lisa M. Bennett

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

9. Special Reports - Water District

a. Supervisor Singer indicated the documents being approved tonight will be delivered by Councilman Malmendier tomorrow. The MWBE contractor information is being finalized.

b. Councilman Malmendier commented on the upcoming pre-construction meeting. Attendees will include Fineline Pipeline, Rural Development, LaBella, and the Rochester Water Authority. There will be a mailing in June to the property owners in the water district.

10. Supervisor- Ms. Kristine Singer.

a. The financial report for the month of March 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, Malmendier, Gronwall
	Abstained 1	Singer
	Nays 0	

b. Resolution Number 27 of 2018: Budget Modifications

Councilman Malmendier 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, this Board approved a contract with Integrated Systems with Resolution 23 of 2018; and WHEREAS, said contract is for 100 hours of service at the rate of \$75.00 per hour if paid upon receipt of a completely-executed contract; and

WHEREAS, the expenses related to this contract were not budgeted for in the 2018 budget; and

WHEREAS, it is necessary to also add the correct expenditure to the budget for payment of expenses related to this contract; now, therefore, be it

RESOLVED, that this Board directs the Budget Officer to make the following 2018 budget modifications:

- Create budgetary expense account A1680.4, Central Data Processing, and
- Increase A1680.4, Central Data Processing by \$7,500.00

Increase A599 Appropriated Fund Balance by \$7,500.00

c. Resolution Number 28 of 2018: Budget Modifications

Councilman Malmendier 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, this Board ordered the removal of an unsafe structure at 6133 Oak Lane; and
WHEREAS, the owner of the property indicated that he was unable to remove the structure and clean up the debris and for the Town to proceed with the removal assessing the costs to the property; and
WHEREAS, Resolution 21 of 2018 awarded Double J Contracting the contract for removal of the structure at 6133 Oak Lane for \$5,850.00; and

WHEREAS, it is necessary to also add the correct expenditure to the budget for payment of expenses related to this contract; now, therefore, be it

RESOLVED, that this Board directs the Budget Officer to make the following 2018 budget modifications:

- Create budgetary expense account A8666.4, Removal and Demolition, and
- Increase A8666.4, Removal and Demolition by \$5,850.00
- Increase A599 Appropriated Fund Balance by \$5,850.00

E. UNFINISHED BUSINESS:

1. Final Draft of the Personnel Manual & Summary of Final Changes – distributed for review.

2. Resolution Number 29 of 2018: Authorization To Execute Construction Contract For Canadice Water District No. 1 With Finline Pipeline, Inc.

Councilman Malmendier 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 is currently pursuing the construction of Water District No. 1 along the County Road 36 corridor within the Town; and

WHEREAS, a referendum was presented to those within the district on August 20, 2011 and approved by the voters; and

WHEREAS, Resolution 23 of 2015 created Water District No. 1; and

WHEREAS, there have been several revisions to the Map, Plan and Report and costs associated with the project; and

WHEREAS, Resolution 32 of 2017 authorized the release of bid documents for the receipt of sealed bids for the construction of Water District No. 1; and

WHEREAS, bids were required to be returned to the Town of Canadice by 2:00 pm on January 12, 2018; and

WHEREAS, all bids received were opened and read aloud on January 12, 2018 with the Town Engineer, Town Supervisor, and Board Members Mark Malmendier and Teryl Gronwall in attendance; and

WHEREAS, the Engineer reviewed all bid materials as specified, bid tabulations were checked and follow-up on references was completed; and

WHEREAS, to efficiently administer the billing and collection of fees for the District it is desirable to purchase a software program; and
 WHEREAS, the Town’s other software programs have been purchased from Williamson Law Book Company to the satisfaction of all the users; and
 WHEREAS, a demonstration of the program results in the recommendation to the Board for the purchase of this software package; now, therefore, be it
 RESOLVED, that this Board authorizes the Supervisor to accept the proposal from Williamson Law Book Company for the Water and Sewer Billing Program; and, be it further
 RESOLVED, that the Clerk of this Board send a certified copy of this resolution with the signed proposal to the Williamson Law Book Company.

3. Draft Cyber Security Policy – distributed for review.

4. **Resolution Number 32 of 2018:** Appointment Of Darlene Bentley As Planning Board Member
 Councilman Malmendier 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, Planning Board Member, John Dobeck tendered his resignation to the Planning Board at their March 26, 2018 meeting; and
 WHEREAS, Planning Board Alternate Member Darlene Bentley has agreed to fill the position being vacated by Mr. Dobeck with a term that expires December 31, 2022; and
 WHEREAS, the Planning Board recommends to the Town Board the appointment of Ms. Darlene Bentley to the vacant position; and
 WHEREAS, this Board, after due deliberation, agrees that Ms. Bentley will be an asset to the Planning Board and is pleased that she wishes to be appointed to said position; now, therefore, be it
 RESOLVED, that this Board does hereby appoint Ms. Darlene Bentley to the Canadice Planning Board commencing immediately and terminating on December 31, 2022; and, be it further
 RESOLVED, that the Clerk of this board send certified copies of this resolution to Ms. Bentley, the Secretary of the Planning Board and retain a copy in the official Town records.

5. **Resolution Number 33 of 2018:** Appointment Of Burch Craig As Alternate Member To The Planning Board
 Councilman Malmendier 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 Planning Board has a vacant alternate member position with a term that would expire December 31, 2023 since the appointment of Ms. Darlene Bentley as a Planning Board member; and
 WHEREAS, Mr. Burch Craig expressed an interest in the Planning Board; and
 WHEREAS, Mr. Craig submitted an application to the Planning Board for appointment as the alternate member; and
 WHEREAS, the Planning Board has recommended to the Town Board the appointment of Mr. Burch Craig

as the alternate member to the Town Planning Board; and
 WHEREAS, this Board, after due deliberation, agrees that Mr. Craig will be an asset to the Planning Board and is pleased that he wishes to be appointed to said alternate position; now, therefore, be it
 RESOLVED, that this Board does hereby appoint Mr. Burch Craig as alternate member to the Canadice Planning Board commencing with the adoption of this resolution and terminating on December 31, 2023; and, be it further
 RESOLVED, that the Clerk of this Board send certified copies of this resolution to Mr. Burch Craig and the Secretary of the Planning Board and retain a copy in the official Town records.

6. 2018 Audit Engagement - Supervisor Singer is not having the Board vote on the audit engagement until further discussion takes place regarding the fee.

7. Approval of the Bills –

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

ABSTRACT #4 for 2018-

		Voucher	
General/Highway/Fire Districts Account	#122 to #169		\$ 91,650.04
Trust & Agency	#4 to #5		\$ 3,980.18
APPROVED	Ayes 5	Singer, O’Connor, Statt, Malmendier, Gronwall	
	Nays 0		

G. PRIVILEGE OF THE FLOOR:

1. Councilman O’Connor questioned when the Legion and VFW stipends will be paid out. Supervisor Singer indicated she would make a note of them and will have them issued with the next abstract.
2. Councilman Statt indicated he was asked by Mr. Dave Violas why Canadice will not be contributing to the fireworks in Richmond this year. Supervisor Singer reminded everyone Little Lakes Community Assoc., Inc. received the approval for those funds this year instead of for fireworks.

H. ADJOURNMENT:

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to adjourn the meeting at 8:44 pm.

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

Respectfully submitted, _____ Eileen Schaefer, Town Clerk