**MINUTES**

Minutes of the Organizational/Regular Sodus Town Board Meeting held January 11, 2017 in the Sodus Town Meeting Room

commencing at 7:00 pm

 Present: Steven LeRoy, Supervisor

 Kelly Grey, Councilperson

David LeRoy, Councilperson

Jim Quinn, Councilperson

Don Ross, Councilperson

Recording Secretary: Lori Diver, Town Clerk

Absent: N/A

 Others Present: Katie Villani, Town of Sodus Attorney

Al Hendrikse, Code Enforcement Officer

 Sean Kennedy, Water Superintendent

 Dale Pickering, Highway Superintendent

 John Addyman, Sun & Record

 Kim Buell, Town of Sodus Zoning Member

 Lorilyn & Dave Reynolds-5455 Gates Drive

 Craig Wollesen-Sodus Resident

Supervisor, Steve LeRoy called the Regular Town Board and Organizational Town Board Meeting to order commencing at 7:00 p.m. with the Pledge of Allegiance.

Don Ross Oath of Office – Supervisor Steve LeRoy gave the Oath of Office to Don Ross, newly elected Town of Sodus Council. The Sodus Town Board welcomed and congratulated him.

***MINUTES***

Councilperson Kelly Grey motioned to approve the Minutes of the ***December 14, 2016***

***Regular Town Board Meeting*** was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, abstained. Motion carried.

Councilperson Jim Quinn motioned to approve the Minutes of the ***December 28, 2016*** ***Year End-Special Town Board Meeting*** was seconded by Councilperson David LeRoy.

Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, abstained. Motion carried

***SUPERVISOR’S REPORT***

The December 2016 and Yearly Supervisor’s Report was tabled until the next Regular Town Board Meeting.

***TOWN CLERK’S REPORT***

The Town Clerk’s Reports, Town Clerk’s bank statements for audit and bank register for December 2016 and 2016 Yearly Town Clerk’s report was presented. Councilperson Jim Quinn motioned to accept and file this report, which was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

***TAX COLLECTION REPORT***

Councilperson Kelly Grey motioned to accept and file the Year to Date 2017 Tax Collection Report, Tax Collection bank statements for audit, and bank register was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

***YEAR-END - MONTHLY REPORTS***

Councilperson Kelly Grey motioned to waive reading, discussion, approve, accept, and file all Department Heads Monthly Reports and 2016 Yearly Reports, which was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

**Town of Sodus Committee’s and Departments**

***(Public Safety Committee: STAC Report)***

***(Recreation-Environmental Committee: Sodus Recreation Report)***

*Kelly Grey-Councilperson*

Sheila Fisher-Recreation Director

***(Building and Grounds Committee: Building Department Report-Camp Beechwood Report-Animal Control Officer Report)***

Jim Quinn-Councilperson

Al Hendrikse-Code Enforcement Officer

Trevor Davey- Beechwood Caretaker

Vacant- Dog Control Officer

***(Public Works Committee: Water Maintenance Report-Highway Superintendent’s Report)***

*David LeRoy*-Councilperson

Sean Kennedy-Water Superintendent

Dale Pickering-Highway Superintendent

***(Town Hall Committee: Assessor’s Report)***

***Steve LeRoy, Supervisor***

Assessor’s Report- Nathan Mack

**PUBLIC COMMENTS**

Lorilyn and Dave Reynolds discussed with the Town Board if the Town of Sodus may be looking at different classifications of private drives. Steve informed the Reynolds that currently everything is in the attorney’s hands and until then there is not much more the Town can do at this time. The Reynolds did provide some photos to help with documentation and thanked the Board for all the help they have provided.

***ABSTRACT***

 ***RESOLUTION TO PAY ABSTRACT NO. 01***

***(01 01-2017)***

**WHEREAS,** the following bills were presented for payment on Abstract 01:

 General 01-23 $ 8,823.93

Highway 01-28 $ 67,239.75

 Water Operating 01-09 $ 1,662.38

Sewer District 01-01 $ 1,092.91

Special Dist. 01-01 $ 987.98

 **GRAND TOTAL: $ 79,806.95**

**NOW BE IT RESOLVED**, Councilperson David LeRoy motioned to approve payment of these bills as reviewed for Abstract No. 01, which was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Resolution adopted.

**ORGANIZATIONAL MEETING**

Councilperson David LeRoy motioned to set monthly compensation for 2017 Zoning and Planning Board Members to $ 40.00 per member and $ 45.00 per chairperson, which was seconded by Councilperson Don Ross. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson Kelly Grey to perform 2016 year-end budgetary transfers was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to pay certain positions on a monthly or bi-weekly schedule was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to pay Bonds, Notes, Interest, Contracts, Utility, and Insurance Bills prior to audit was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy motioned to set the date and time for Town of Sodus Regular Board Meetings to the 2nd Wednesday of each month starting at 7:00 pm and the Month-End Regular Town Board Meeting to the 4th Wednesday of each month starting at 7:00 pm was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to close the following dates /holidays for the Town of Sodus was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

**TOWN OF SODUS**

**ADMINISTRATIVE EMPLOYEES**

**DESIGNATED HOLIDAYS – 2017**

# Monday January 2, 2017 New Year’s Day

Monday January 16, 2017 Martin Luther King Jr. Day

Monday February 20, 2017 Presidents Day

Friday April 14, 2017 Good Friday

Monday May 29, 2017 Memorial Day

Tuesday July 4, 2017 Independence Day

Monday September 4, 2017 Labor Day

Monday October 9, 2017 Columbus Day

Friday November 10, 2017 Veterans’ Day Observance

Thursday November 23, 2017 Thanksgiving

Friday November 24, 2017 Thanksgiving

Monday December 25, 2017 Christmas

Tuesday December 26, 2017 Christmas

Friday December 29, 2017 New Years

A motion by Councilperson David LeRoy to set Highway Superintendent’s purchasing authorization to $500.00 was seconded by Councilperson Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to set Water Department Head’s purchasing authorization to $500.00 was seconded by Councilperson Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to allow designated personnel (with Board approved travel request) to attend Association of Towns Conference in NYC and/or other appropriate educational conferences was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye and nay (on employees attending NYC Association of Towns). Motion carried.

A motion by Councilperson Jim Quinn authorizing Supervisor LeRoy to deposit Interest Certificates when notification is due was seconded by Councilperson Don Ross. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to authorize Supervisor LeRoy to sign rental agreement with the Village of Sodus for $1,900.00 per month (**fiscal year 2017**) was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy authorized Supervisor LeRoy to sign contract and pay

$2, 250.00 to the Senior Citizen Contract and issue payment to the Go Getters was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy authorized Supervisor LeRoy to sign the Joy Community Center Agreement and reduce payment to $1,000.00, which was seconded by Councilperson Kelly grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy authorized Supervisor LeRoy to sign the 2017 American Legion contract for $250.00, which was seconded by Councilperson Don Ross. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson Jim Quinn authorizing payment to the Home Meal Service in the amount of $3,000.00 was seconded by Councilperson Don Ross. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey authorized payment to the Humane Society was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy authorized payment to the Sodus Point Tourism Booth in the amount $1,500.00 was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy motioned to appoint Town Council (Katie Villani) was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to reappoint Town of Sodus Special Prosecutor, Michael Calarco was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned to reappoint Supervisor Leroy as Town of Sodus Budget Officer for 2017 was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned to reappoint Dr. Rebecca Wadsworth as Town of Sodus Health Officer for a 4 year appointment was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Note: Dr. Rebecca Wadsworth will be moving mid-year. Supervisor LeRoy is waiting to hear back from Dr. Arif Choudhury to see if he would like the appointment. LeRoy has heard nothing back yet. LeRoy will try to contact Choudhury again to see if he is interested. In addition, the Board discussed sharing services with the Village of Sodus and Village of Sodus Point to help reduce cost. More research is needed at this time.

Councilperson Kelly Grey motioned to reappoint Sandy Hopkins as Town of Sodus Historian for 2017 was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy motioned to designate the Town of Sodus Bank Depository Lyons National Bank was seconded by Councilperson Don Ross. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned to designate the Sun & Record the Official Newspaper for the Town of Sodus was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy motioned to allow and authorize Town of Sodus Employees to attend Meetings relative to their respective departments was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned to allow Town Justices to attend meetings **(only with prior Board approval travel request)** to allow elected officials (Town Supervisor, town Board Members, Town Clerk, Town Justices, and Town Highway Superintendent) to attend out of town school associated with their job responsibilities which was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy motioned to approve the 2017 IRS mileage rate of (53.5 cents per mile for business miles driven) was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned to re-appoint Dennis Lewis (Innovation Solutions Corp.) to perform regular IT services with the Town of Sodus, which was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned to re-appoint Lorraine Diver for 2017 as the Tax Collector, FOIL Officer, Vital Registrar, and Records Officer was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Jim Quinn motioned to have all Town Board Members and the Town Supervisor sign the 2017 Fire Contracts was seconded by Councilperson David LeRoy.

Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

**REGULAR MONTHLY CORRESPONDENCE**

***RESOLUTION***

 ***PURCHASE OF TWO TIME CLOCKS –TOWN OF SODUS***

***(02 01-2017)***

Supervisor LeRoy offered the following resolution for its adoption,

**WHEREAS,** the Town of Sodus needs to purchase 2 time clocks, one for the Municipal Building and the other for the Town Highway Department, and

**NOW BE IT RESOLVED**, Councilperson David Grey motioned to approve purchase of two time clocks and accessories, which was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Resolution adopted.

Discussion on WEX fuel card (information provided) tabled until next meeting.

***RESOLUTION***

***AD-HOC KIM BUELL***

***(03 01-2017)***

Supervisor LeRoy offered the following resolution for its adoption,

**WHEREAS**, the Town of Sodus has chosen to appoint Kim Buell as fulltime member of the Town of Sodus Zoning Board of Appeals and to appoint an new Ad-Hoc (to be determined another time), and

**NOW THEREFORE BE IT RESOLVED**, the Sodus Town Board appoints Kim Buell to the Town of Sodus Zoning Board of Appeals full time, and

**NOW THEREFORE BE IT FURTHER RESOLVED**, the term will begin immediately. Councilperson Kelly Grey motioned to appoint Kim Buell to the Zoning Board of Appeals was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Resolution adopted.

Councilperson David LeRoy motioned to accept the resignation of Ronald Cook effective January 6, 2017 was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

***RESOLUTION***

**AUTHORIZATION TO SUPPORT AND SUBMIT SHARED SERVICES AND TO SUBMIT GRANT APPLICATION TO NEW YORK STATE DEPARTMENT OF EDUCATION WITH THE COUNTY OF WAYNE**

***(04 01-2017)***

**BE IT RESOLVED,** The Town of Sodus supports the shared services grant application submitted for the proposed shared services project for digital records, and

**FURTHER BE IT RESOLVED,** that the Town Supervisor is hereby authorized and directed to execute any necessary applications on behalf of the Town of Sodus and in conjunction with, subject to the County Attorney’s approval as to form and content, to the New York State Department of Education for the following:

1. To purchase a digital software system for the town under a shared services agreement with the County of Wayne
2. To purchase the equipment necessary for a digital records system under a shared services agreement with the County of Wayne, and

**FURTHER BE IT RESOLVED,** Councilperson David LeRoy motioned to adopt resolution

***(05 01-2017)*** was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Supervisor Steve LeRoy, aye; Kelly Grey, aye; David LeRoy, aye; Jim Quinn, aye; and Don Ross, aye. Resolution adopted.

Councilperson Kelly Grey motioned approving travel request for Lori Diver to attend NYSTCA Regional Directors Meeting/Conference March 12- March 13, 2017 and NYSTCA Annual Conference April 23 – April 27, 2017 was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned approving travel request for Supervisor Steve LeRoy and Supervisor Clerk Bree Crandell to attend Smart Management for Small Communities Conference April 24-April 27, 2017 was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy motioned to approve purchase of rental dumpster with Dependable Disposal at Camp Beechwood totaling $15.00 a month was seconded by Councilperson Jim Quinn. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Kelly Grey motioned to approve removal of one water meter located at 7764 Ridge Rd. and instead of being charged for 2, he should only be charged for 1 now. The business Dale Graham Plumping, LLC does not have water to the business. This water meter was removed and he should have not received a bill at all. Councilperson Jim Quinn seconded the motion. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Discussion was held from Ray Wager’s findings and the “Review of Justice Accounts.”

Councilperson David LeRoy motioned to approve purchase of a computer and printer for Dale Pickering per written quote from Innovative Solutions Corp in the amount of $977.00 for the computer and $215.45 for the printer. Councilperson Don Ross seconded the motion. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

**DISSCUSSION:**

Discussion was held regarding signage for cemeteries and Sandy Hopkins, Historian.

Association of Towns Conference (info on table)

**FYI:**

1. Zoning and Planning Minutes
2. Monthly Report from Sheriff’s Office
3. Letter from Supervisor LeRoy to Mrs. Faso relative to Lakeview Drive (provided)
4. Letter from William Brice to Supervisor LeRoy and Supervisor Smith (provided)

A motion by Councilperson Jim Quinn to authorize Dale Pickering Highway Superintendent to repair truck # 4 F350 drive shaft and other repairs was seconded by Councilperson David LeRoy. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

**EXECUTIVE SESSION:**

Councilperson Dave LeRoy motioned to enter into Executive Session at 8:20 pm to discuss a personnel issue regarding a particular individual was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson David LeRoy motioned to exit out of Executive Session at 8:55 pm was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

Councilperson Jim Quinn motioned to enter into Regular Session at 8:56 pm was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye; Ross, aye. Motion carried.

A motion by Councilperson David LeRoy to adjourn the Organizational/Regular Town Board Meeting was seconded by Councilperson Kelly Grey. Upon roll call the following votes were heard, Steven LeRoy, aye; Grey, aye; David LeRoy, aye; Quinn, aye. Motion carried.

Meeting adjourned at 8:56 PM

Recording Secretary,

Lori K. Diver

Sodus Town Clerk