

February 8, 2022

➤ **RESOLUTION #32 – APPROVAL TO ACCEPT LETTER OF RESIGNATION, BRIAN HOCKENBERRY, CROSSING GUARD**

On motion of Councilman Shannon, seconded by Councilman Blazey, the following resolution was unanimously ADOPTED:

VOTE: AYES – 5 NAYS - 0

RESOLVED, to accept the letter of resignation, as submitted from Brian Hockenberry, Crossing Guard to be effective as of February 19, 2022.

➤ **RESOLUTION #33 - AUDIT OF JUSTICE SCHAERTL AND JUSTICE LIBERTY RECORDS**
On motion of Councilwoman Folkins, seconded by Councilman Blazey, the following resolution was unanimously ADOPTED:

VOTE: AYES - 4 NAYS - 0

RESOLVED, to note that Judge Eric Schaertl and Judge Michael Liberty have submitted their books & checkbooks to the Board for their review & audit; therefore, it is **FURTHER RESOLVED**, that the Town Justice(s) Schaertl’s and Liberty’s books for 2021 Fines and Forfeitures have been reviewed and audited by this Board at this time.

Department Reports:

- a. **HIGHWAY SUPERINTENDENT, Jason Lannon reported the following:**
 - **Weather has been tough on the equipment the last few weeks**
 - **MEO, Joe VanOpdorp is out for 4-6 months on medical leave.**
 - **Fire Protection went out for 2-3 minutes at the shop**
 - Alarm company had it out for 2-3 minutes
 - No issues were found.
 - **All highway employees are signed up for the 811 Dig Safe refresher course in April**
 - New employees, Emma & Dana are not eligible for the refresher, they will have to take the initial 4-hour course at a later date.

- b. **WATER SUPERINTENDENT, Kevin Lyke reported:**
 - **Installing meters – have done +/- 230 total so far**
 - Dana and Kevin working well together
 - **Village of Manchester**
 - Reviewing Out-of-District vs. In-District users for the debt service with the Town of Manchester

- c. **CODE ENFORCEMENT OFFICER, Steve DeHond, reported the following:**
 - **Eight (8) building permits in January.**
 - **Collected \$478.00 in fees.**
 - **Estimated Construction Costs \$91,977.00.**
 - **Twenty-three (23) fire inspections were done last month.**
 - **Leonard’s Express Refrigerated Building construction is moving along.**
 - **Steve & Marty are signed up to do online Continuing Education a few hours a month beginning in June 2022.**
 - **Code Updates**
 - Solar Code – still moving along with the Planning Board.
 - Zoning Code is still being worked on with Ontario County.

- d. **ASSESSOR, Jennifer Fagner, reported the following:**
 - **10 Transfers in January**
 - **The Office has been consistently steady with phone calls, people stopping in, exemptions, etc.**
 - **We sent out notices to all remaining farmland owners that they have until March 1st to submit their Ag. Exemptions.**
 - After that fate, they will not be accepted.
 - **I signed up for 2 classes starting in March going into April. After these 2 classes, I will only have 1 remaining which I will be taking this summer. After this, I will have completed my certification for NYS.**

February 8, 2022

ADJOURNMENT: There was no other business before the Board at this time, Councilwoman Folkins moved to adjourn the meeting, 6:35 p.m., seconded by Councilman Blazey, unanimously APPROVED.

Respectfully Submitted,

Jill A. Havens, Town Clerk

****Next Meeting(s):**

- **Regular meeting:** *March 8, 2022 - 6:00 P.M.*
Includes: Public Hearings: Tax Cap Override, 2021 Budget
- **Regular meeting:** *April 12, 2022 - 6:00 P.M.*
- **Regular meeting:** *May 10, 2022 - 6:00 P.M.*
- **Regular meeting:** *June 14, 2022 - 6:00 P.M.*
- **Regular meeting:** *July 12, 2022 - 6:00 P.M.*
- **Regular meeting:** *August 9, 2022 - 6:00 P.M.*
- **Regular meeting:** *September 13, 2022 - 6:00 P.M.*
- **Regular meeting:** *October 11, 2022 - 6:00 P.M.*
- **Regular meeting:** *November 8, 2022 -6:00 P.M.*
- **Regular meeting:** *December 13, 2022 - 6:00 P.M.*