

**VILLAGE OF MACEDON
81 MAIN STREET
MACEDON, NEW YORK 14502
REGULAR MEETING/
ORGANIZATIONAL MEETING
April 13, 2011
7:00 P.M.**

ORDER The meeting was called to order at 7:00 p.m. with Mayor Jim Hoteling leading the Pledge of Allegiance to the Flag. The following persons were in attendance, Deputy Mayor Ken Schreiber, Trustees Ron DeMena, Marcy Frey, Dave Kelly, Clerk Treasurer Lisa Davis.

ABSTRACT The following motion was made by Ron DeMena and seconded by Marcy Frey:

RESOLVED that the Clerk Treasurer be authorized to pay the monthly abstract #11 in the following amounts:

Abstract #11
General Fund - \$52,742.52
Water Fund - \$17,133.17
Sewer Fund - \$19,912.85

Motion carried
Five votes in favor
None Opposed

MINUTES The following motion was made by Ron DeMena and seconded by Dave Kelly:

RESOLVED that the Village Board of Trustees approves the minutes as submitted for the meeting dated March 24, 2011.

Motion carried
Four votes in favor
One abstain (M. Frey)

MOTION The following motion was made by Dave Kelly and seconded by Marcy Frey:

THEREFORE BE IT RESOLVED, that the Village of Macedon Board of Trustees has set the date for a Public Hearing to be held on Wednesday, April 27, 2011 at 7:00 p.m. for the purpose of reviewing the Preliminary Budget.

Motion carried
Five votes in favor
None opposed

The following motion was made by Ken Schreiber and seconded by Ron DeMena:

THEREFORE BE IT RESOLVED, that the Village of Macedon Board of Trustees has set the date for a Public Hearing to be held on Wednesday, April 27, 2011 at 7:30 p.m. to hear all comments for and against the transfer of funds from the Highway Truck Reserve in order to expend for the purchase of a new truck.

Motion carried
Five votes in favor
None opposed

VISITOR Johnson Controls provided a presentation with regard to their Energy Performance Contract. The Board authorized them to move forward with the review process at no cost.

**CABLE
VISION**

The following motion was made by Marcy Frey and seconded by Ron DeMena:

The Village of Macedon designates the Wayne County Cable Council as the Administrative Entity for Public, Educational, and Governmental Access as required by New York State Public Service Commission Rules;

The Village Board of the Village of Macedon designates the Wayne County Cable Council to operate Public, Educational, and Governmental Access, and provide liaison to the franchise and others as required for the purpose;

The Village Board of the Village of Macedon designates the Wayne County Cable Council to coordinate administration of the franchise agreement with the other participating towns and villages of Wayne County;

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The Village Board of the Village of Macedon shall appoint a representative and alternate to the council who is authorized to vote on its behalf on

matters of franchise administration and administration and operations of Public, Educational, and Governmental Access.

The Village Board of the Village of Macedon understands that funding for the administration and operations of Public, Educational, and Governmental Access is not yet determined and that the council will seek funding sources that may include but are not limited to: School Districts, franchise fees paid to the Towns and Villages, the Wayne County Board of Supervisors, grants, and public fund raising.

Motion carried
Five votes in favor
None opposed

ORGANIZATIONAL MEETING

Mayor Hoteling read the following:

APPOINTMENTS

Building Inspector/Zoning Officer for a period of (1) year – Mike Nelson

DPW Staff for the period of (1) year - Dave LeMoyne

- Roy Cottrell
- Jerry Locey
- Pat Doyle
- Jesse Moon

Acting Justice for a period of (1) year – Thomas Crowley

Village Historian for the period of (1) year - Sally Millick

Zoning Board Chair for the period of five (5) years - Charles McGuire

MOTION The following motion was made by Marcy Frey and seconded by Ken Schreiber:

RESOLVED that the above listed Appointments are approved on this day, April 13, 2011 for the duration terms also listed above.

Motion carried
Five votes in favor

None opposed

COMMISSIONS

Deputy Mayor – Ken Schreiber
Fire Commissioner – Jim Hoteling
Deputy Fire Commissioner – Marcy Frey
Sewer Commissioner – Dave Kelly
Deputy Sewer Commissioner – Ken Schreiber
Water Commissioner – Ron DeMena
Deputy Water Commissioner – Marcy Frey
Parks/Historical Commissioner – Marcy Frey
Deputy Parks Commissioner – Ron DeMena
Health Commissioner – Jim Hoteling
Deputy Health Commissioner – Ken Schreiber
Streets & Sidewalks Commissioner Ken Schreiber
Deputy Streets & Sidewalks Commissioner – Jim Hoteling
Cemetery Commissioner – Dave Kelly
Deputy Cemetery Commissioner – Marcy Frey
Personnel Commissioner – Jim Hoteling
Deputy Personnel Commissioner – Dave Kelly
Community Revitalization Commissioner - Marcy Frey
Deputy Community Revitalization Commissioner - Dave Kelly
Planning & Zoning Commissioner - Marcy Frey
Deputy Planning & Zoning Commissioner - Ron DeMena
Court Commissioner - Ken Schreiber
Deputy Court Commissioner – Jim Hoteling

MOTION The following motion was made by Jim Hoteling and seconded by Marcy Frey:

RESOLVED that the above listed Commissions are approved on this day, April 13, 2011 until such time of the next Organizational Meeting.

Motion carried
Four votes in favor
One opposed (R. DeMena)

MEETINGS

The Village of Macedon Board of Trustees shall meet the second and fourth Wednesday of each month at 7:00 p.m., at the Village Hall, 81 Main Street, Macedon, with the exception of the months of November and December, at which time, the meeting scheduled for the fourth Wednesday will not be held. The first meeting of each month will be utilized to conduct regular business and the second meeting of each month will be utilized to report and workshop with department heads.

The Annual Organizational Meeting will be held in conjunction with the first regular meeting in April 2012. The regular meeting of the Village of Macedon Planning Board shall be held the first Wednesday of each month at 7:00 p.m., at the Village Hall, 81 Main Street. The Zoning Board of Appeals shall meet on an as needed basis.

CLERK

At this time the Village Hall is not handicap accessible, and in order to meet the standards set by the Disabilities Act, certain clerk duties must be authorized. The Clerk/Treasurer and Deputy Clerk/Treasurer are now authorized to conduct village business at the street to accommodate a handicapped person, or conduct business via home visit to a handicapped resident when necessary. Upon request from a handicapped person, any village oriented board meeting can be scheduled at the new town complex/library, or fire hall, which is handicap accessible.

MILEAGE

Any village employee who uses his or her own vehicle for village related business shall be reimbursed at the same rate set by the Federal Government at the time of reimbursement.

NEWSPAPER

The official newspaper for the Village of Macedon shall be Times of Wayne County for the period of one (1) year.

BANKS

The official depositories for the Village of Macedon shall be HSBC.

The Village of Macedon has the following bank accounts:

Checking Accounts:

Cash Disbursements

Trust & Agency

Investment Accounts:

HSBC – Money Market

HSBC – Ambulance Money Market

HSBC – Expendable Trust Money Market

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HSBC – Non-Expendable Trust Money Market

PREPAY

In order to prevent assessment of late fees, the Clerk/Treasurer and Deputy Clerk/Treasurer shall be authorized to pay prior to board/audit meeting, the following: gasoline bills, electrical bills, petty cash accounts, debt service and interest on debt, social security, retirement, phone bills, and internet.

PETTY CASH

The following petty cash accounts shall be authorized:

Village Hall – custodian – Lisa Davis - \$50.00

Highway Department – custodian – David LeMoyne - \$100.00

Water Department – custodian – Roy Cottrell - \$100.00

Sewer Department – custodian – Jerry Locey - \$100.00

PROCUREMENT

The Village of Macedon annually supplies to the Board of Trustees, a copy of the village's procurement policy.

STATE AID

The Mayor, Village Clerk/Treasurer and Deputy Clerk/Treasurer be authorized to apply for the following:

State Aid

Operation and Maintenance for the village sewer treatment plant

Consolidated Highway Aid (CHIPS)

Any other grant monies that may be available at no cost to the Village of Macedon.

SCHOOLS & CONFERENCES

During the coming official year schools, meetings, and conferences are held.

With authorization from the Board of Trustees, certain municipal officials and employees may attend one or more of these meetings, trainings and conferences that benefit the municipality.

RELEVY

The Village Clerk/Treasurer be authorized to relevy unpaid water and sewer rent accounts plus accrued penalty onto the village taxes, and that the unpaid village taxes be relevied to the Wayne County Treasurer's Office for payment.

The following motion was made by Jim Hoteling, and seconded by Ron DeMena:

RESOLVED, that the Village Clerk Treasurer have the authority to process the above stated action.

Motion carried
Five votes in favor
None opposed

HOLIDAY SCHEDULE

The following motion was made Marcy Frey and seconded by Dave Kelly:

RESOLVED, that the Village of Macedon Board of Trustees includes the following holidays to the Employee Holiday Schedule:

Martin Luther King Day
Presidents Day
Columbus Day

Motion carried
Four votes in favor
One opposed (R. DeMena)

EXECUTIVE

SESSION The following motion was made by Jim Hoteling, and seconded by Ken Schreiber:

RESOLVED, that the regular meeting be adjourned at 8:45 p.m. and an Executive Session convene to include all Board members and Clerk Treasurer Lisa Davis for discussion on a personnel issue.

Motion carried
Five votes in favor
None opposed

The following motion was made by Ron DeMena and seconded by David Kelly:

RESOLVED that the Executive Session be adjourned at 9:35 p.m. and the regular Board Meeting reconvene.

Motion carried

Five votes in favor
None opposed

ADJOURN The following motion was made by Ken Schreiber and seconded by Marcy Frey:

RESOLVED, that there being no further business, now

THEREFORE BE IT RESOLVED, that the meeting be adjourned.

Motion carried
Five votes in favor
None opposed

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Lisa M. Davis
Clerk Treasurer