

Present: Mayor: James Cheney Trustee: Brian Hemminger (7:05)  
Trustee: Joe DeBrock Trustee: Howard Hughson

Absent: Trustee: Greg DeRuyter

Also present: Clerk/Treasurer: Jill Seifert; DPW Superintendent: Ken McAllister, Deputy Clerk/Treasurer: Melissa Westfall; WWTP Operator: Adam Lotyczewski; Code Enforcement Officer: Jim Murphy; Police Chief: John Storer (7:06) & Fire Chief: Ron Nieskes.

Public: Carla Jordan, Senior Planner - Ontario County Planning Department

Mayor Cheney opened the meeting with the pledge of allegiance to the flag at 7:00 pm.

Mayor Cheney invited Carla to address the Board. Carla briefly discussed the Hazard Mitigation Plan update that Ontario County has been working on with the local municipalities. Draft Action Worksheets were provided to the Board Members previously, for their review, and Carla is requesting approval, by resolution, of these documents in order to move forward with the update.

**RESOLUTION #11 – 2015**

The following resolution was offered by Trustee Hughson, 2<sup>nd</sup> by Trustee Hemminger at the Board Meeting on December 14, 2015:

WHEREAS, the Village of Phelps is participating in the update of the Ontario County Multi- Jurisdictional All Hazard Mitigation Plan, and

WHEREAS, said update shall include steps for implementation to occur in the Village of Phelps, as described in the draft action worksheets VP-1 & VP-2 presented to the Village Board of Trustees, and

WHEREAS, the Village Board of Trustees has reviewed the draft action worksheets VP-1 & VP-2 and has determined that the described actions are necessary to reduce the potential for negative impacts from future flooding and other likely disasters, and now therefore be it,

RESOLVED, that the Village Board of Trustees hereby accepts the draft action worksheets VP-1 & VP-2 and determines that they are suitable for inclusion in the updated Ontario County Multi- Jurisdictional All Hazard Mitigation Plan.

The following vote was taken:

	<u>AYE</u>	<u>NAY</u>
Jim Cheney	XX	
Howard Hughson	XX	
Joe DeBrock	XX	
Brian Hemminger	XX	
Greg DeRuyter	Absent	

Motion carried.

Carla thanked the Board and left the meeting.

**REPORTS:**

- Police:
1. November reports – No questions. John indicated that there may have been a burglary at 23 Ontario Street; will know for certain within next couple of days, might be simply elderly forgetfulness. Jim discussed John’s forewarning of Sovereign Citizens being in the area; they tend to try to implicate police in harassing matters and will contact local governing bodies regarding the same.
  2. December schedule.

8 Banta Street: 1. Briefly discussed changing out of basketball hoops in gym.

**DPW, WWTP & Water:**

1. November report: no questions. Ken distributed an email he received from Adam on December 7<sup>th</sup>, to the Board. Ken indicated that he felt the email was disrespectful and that at the time of Adam’s hiring it was made very clear that once Carl retired that the division of departments would end and that Ken would be Adam’s supervisor. Adam indicated that he meant no disrespect. The Board considers the disagreement a “misunderstanding” and part of the learning curve/growing pains of combining everything into one department. Ken brought the Board up to date on some WWTP issues; he was able to cut back on the number of lift station spare pumps needed by having phase converters installed in the lift station control panels to accept one style of pump. Eye wash station and shower were installed per NYS DEC’s request; lighting is being worked on by Sloth Electric. Pat Nicoletta will be patching the digester wall; digester, including its roof and the clarifier all need work and should be planned for in the next budget season. Joe suggested Ken call Gypsum Systems for a quote on the digester repairs. Water – during a meeting with Kendall Larsen from NYS DOH; cross connection protection was brought up, there are multiple businesses within the Village that may need these added. Brian suggested we contact other municipalities for examples, to start a list of who this may impact. Adam indicated the Chris from Doyle was at the plant to replace the remaining two heat/smokes in the control building.

- 2. 2001 New Holland Tractor – Ken reported that the adjuster was onsite on 12/10; but didn’t even wait for Ken to get to the shop to discuss the situation. Jill indicated that she has not received anything from the insurance company as of yet.
- 3. Christmas decorations – Methodist Park Tree; the large tree we are currently decorating continues to deteriorate; it has been lit as a tradition since moving the tree lighting ceremony to the Community Center, Ken is recommending discontinuing its use. If we want to keep a tree decorated on that property there is a nice sized tree to the left of the driveway; whatever we decide, the electrical service needs upgrading. Brian will discuss with the United Church of Phelps as this is their property. Bows that replaced the wreaths on the decorative light poles are very nice; we were unable to obtain the quantity we required, Melissa will order more for next year. In addition, per Ken, the swag/wreath banner that goes over Main Street needs to be replaced and we need more lit garland for the decorative poles.

Redfield Park: 1. Nothing to report.

Crooked Bridge Park:

- 1. Garden Update – Cornerstone completed the garden installation; Jim Ballerstein and his committee members planted tulip and daffodil bulbs and Don Tiffany’s memorial bench was placed. Ken is heading to Canada tomorrow morning to retrieve the grist mill stone.

Code Enfmt: 1. November reports: no questions. “Larry’s Restaurant” is still on hold pending soil tests. 45 Church Street (residence) installed an unattached garage. New house construction on Franklin Street has stalled due to illness.

Fire Department:

- 1. November report – No questions.
- 2. Scott SCBA packs – Chief Nieskes looked into both MSA & Scott brands; decided to go with Scott as we have had good luck with them in the past. The quote provided by MES – New York (City of Rochester Fire Department Contract Pricing) is for roughly \$130,000.00 for 20 packs and various other accessories. We have been putting off the purchase of two or three packs each year for the past three years as Ron attempted to get grant funding so we are technically 9 packs behind.

**RESOLUTION #10 - 2015**

The following resolution was offered by Trustee Hemminger, 2<sup>nd</sup> by Trustee DeBrock at the Board Meeting on December 14, 2015:

**Resolution Authorizing the Transfer of Funds from the Village of Phelps “Fire Department Equipment Fund”:**

**WHEREAS**, THE Board of Trustees wishes to transfer up to \$135,000.00 from the “Fire Department Equipment Fund” account for the purpose of purchasing SCBA Equipment;

**WHEREAS**, funds are available for such purpose in this Reserve Fund for this purpose;

**NOW THEREFORE BE IT RESOLVED**, the Board of Trustees of the Village of Phelps authorizes as follows:

- 1. That the Treasurer of the Village of Phelps be, and he/she hereby is, empowered to transfer the funds from the “Fire Department Equipment Fund” to the General checking account. Said funds to be used solely for the purchase of SCBA Equipment.
- 2. Such a transfer is subject to a 30-day permissive referendum. Petitions requesting a permissive referendum must be filed with the Village Clerk’s office within 30 days as provided by law.

The following vote was taken:

	<u>AYE</u>	<u>NAY</u>
Mayor: Jim Cheney	XX	_____
Trustee: Joe DeBrock	XX	_____
Trustee: Brian Hemminger	XX	_____
Trustee: Greg DeRuyter	absent	_____
Trustee: Howard Hughson	XX	_____

Motion carried.

- 3. 2016 Officers Appointment – List of Proposed/Recommended Fire & Ambulance Officers and Boards provided – Motion by Trustee DeBrock, 2<sup>nd</sup> by Trustee Hughson and unanimously carried approving Mayor Cheney’s appointment of the following Line Officers for 2016:
  - Ron Nieskes – Fire Chief
  - Tim DeBaere – 1<sup>st</sup> Assistant Fire Chief
  - Gene Walters – 2<sup>nd</sup> Assistant Fire Chief
  - Matt Eldridge – Captain
  - Don Phillips – Senior Lieutenant
  - Brandon DeBaere – Lieutenant
  - Brandon Frere - Lieutenant

YP&R Comm: 1. Good crowd at the Hometown Christmas & Tree Lighting Celebration.

Treasurer Rpt: 1. November report: no questions.

Minutes: 1. Minutes of the November 9, 2015 Regular meeting – Motion by Trustee DeBrock, 2<sup>nd</sup> by Trustee Hughson, and carried accepting the minutes as presented.

Correspondence:  
 1. Time Warner Cable – 11/18/15 & 12/02/15 - Station & technical changes.  
 2. Tax Auction Information – Three properties in the Village; 55 Main, 12-18 Mill and 25 Banta.

New Discussion:  
 1. Interstate Refrigerant Recovery / Union Scrap Metal – investigating this program that is currently offered at the transfer station; may require some changes in the future, more information by the next Board Meeting. Mayor Cheney reminded Melissa to gather year end comparison information regarding the transfer station. After Ken revealed that we have had t.v.’s left at the transfer station when the gate was open for fall clean up; Mayor Cheney suggested we upgrade the security camera system during the next budget cycle.

Old Discussion:  
 1. Crown Castle / Village Lease – Final tax form returned to Crown Castle.  
 2. Crosswalk at PCC/Old Mill – Ken will contact Greg Trost.  
 3. Parking Code – waiting on Ken & John. John wants clarification from Jeff Graff regarding the need to be so specific in our code; all other codes he has had dealings with indicate simply “as marked”. Jill to try to get John to contact Jeff from Clerk’s Office.  
 4. BDTC Room Rental – Sarah and BDTC Board has the draft; holding pending some recent suggestions from Trustee DeRuyter.

Transfers: Motion by Trustee DeBrock, 2<sup>nd</sup> by Trustee Hughson and carried by the members present to make the following transfers:

To:	From:	Amount:
A7110.4	A9010.8	\$4,000.00
A7550.4	A9010.8	\$2,000.00

Vouchers: Motion by Trustee DeBrock, 2<sup>nd</sup> by Trustee Hemminger and carried by the members present to pay the following vouchers as presented.

Abstr#07	General	Ck #'s: 14408 – 14462	In the amount of:	\$ 71,228.56
Abstr#07	Water	Ck #'s: 10962 – 10974	In the amount of:	\$ 23,139.19
Abstr#07	Sewer	Ck #'s: 11534 – 11550	In the amount of:	\$ 13,560.54

Mayor Cheney informed the Board that Trustee DeRuyter has discussed with him the possibility of splitting up the summer recreation duties and the yearlong event duties of YPR Recreation Leader. He will want to discuss with the Board the possibility of PCC running summer recreation and having BDTC handle the yearlong events.

Adjournment: 8:45PM: Motion by Trustee DeBrock, 2<sup>nd</sup> by Trustee Hughson and carried by the members present to adjourn the meeting.

Respectfully submitted,

Jill K. Seifert  
 Clerk/Treasurer