

Regular Monthly Meeting
Caledonia Town Board
April 13, 2017

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held April 13, 2017, 7:00 P.M., at the Town Hall, 3109 Main Street, Caledonia, NY.

Supervisor Pangrazio called the meeting on order and led in the Pledge of Allegiance.

PRESENT: Supervisor Daniel Pangrazio
Councilman Mark Rothrock
Councilman Tim Anderson
Councilman Todd Bickford
Town Clerk Laurie Sattora

ABSENT: Councilwoman Pamela Rychlicki

OTHERS: Highway Superintendent Mark Schroeder

RESOLUTION 70 – 2017
MARCH 16, 2017 MINUTES

On motion of Councilman Bickford, seconded by Councilman Rothrock the following resolution was

ADOPTED- Aye- Pangrazio, Rothrock, Bickford, Anderson Absent- Rychlicki Nay-0
RESOLVED, that the Board approves the March 16, 2017 minutes as presented.

OPEN FORUM

No one requested the floor to speak.

ANNOUNCEMENTS/COMMUNICATIONS

Supervisor Pangrazio reviewed the following announcements and communications with the Board:

- Government Efficiency Plan: Counties must come up with a plan that shows efficiency and cost savings measures or the Governor may hold back AIM money.
- Senator Galvin's 2017 NYS Budget recap.
- NYMIR 2017 Spring Insurance Update Newsletter.
- 2017 Livingston County Free Rabies Clinic Schedule.
- Letter from Robert Molisani commending Highway Superintendent Mark Schroeder on his leadership, commitment and service to our community.
- Livingston County's Analysis of the Trump Administration's 2018 Budget Blueprint and the potential fiscal impacts to Livingston County.
- Livingston County 2017 Spring Grant Newsletter.
- Town Hall Summer Hours April 1st – October 1st -Friday's ½ day and open all day on Wednesday's except for the lunch hour.

DEPARTMENTS/COMMITTEES

ZONING – TOM PERKINS CODE ENFORCEMENT OFFICER

Code Enforcement Officer Tom Perkins was not required to attend tonight's meeting.

ATTORNEY-PETER SKIVINGTON

Attorney Skivington was not required to attend the meeting. He is currently working on several items for the Town.

PLANNING BOARD – COUNCILWOMAN RYCHLICKI

Councilwoman Rychlicki was unable to attend tonight’s meeting so no report was required.

BUILDING/GROUNDS-SUPERVISOR DANIEL PANGRAZIO

COUNCILMAN BICKFORD

Councilman Bickford shared with the Board pictures of the new fence that has been installed at the Caledonia Rural Cemetery.

SUPERVISOR PANGRAZIO

Supervisor Pangrazio stated that the fence looks great and is a nice addition to the cemetery. Supervisor Pangrazio and the Board discussed the roof on the Town Hall and replacement options.

HIGHWAY DEPARTMENT – MARK SCHROEDER

Highway Department Superintendent Mark Schroeder updated the Board on the following activities:

- The Town of Nunda has picked up the 2003 Sterling Model LT9511 10-Wheeler Dump Truck (Serial #2FZHAZAS43AK81977). They purchased the truck for \$25,000.00.
- Working on the School Project for an Activity Court with DiFiori Construction.
- Completed shop maintenance.
- Worked for Livingston County on Fowlerville Road.
- Cleaned up Route 36 and Route 5 the tree damage from the wind storm. The State was behind in cleanup and could not give a time frame when they would be out so the Highway Department cleaned up the downed trees.
- CHIPS money for the year will consist of \$108,422.00 for Road Work, Extreme Winter Recovery money of \$20,843.00, and PAVE NY money in the amount of \$24,748.00 for a total of \$154,014.00.
- The Salt Barn is full for the upcoming year.
- The Inmates from the Livingston County Sheriff’s Office will be assisting in cleanup at the cemetery on the weekend at the end of April and recently they removed the snow fence in the Town.

TOWN CLERK-LAURIE SATTORA

TOWN CLERK’S REPORT MARCH 2017

Total State, County & Local Revenues for March 2017:

Total Local Shares Remitted to Town of Caledonia Town Supervisor	\$ 2,206.97
Amount paid to: NYS Ag. & Markets Animal Population Control Fund	\$ 72.00
Amount paid to: NYS Dept. of Environmental Conservation – ACH(Electronically)	\$ 69.03
Total	\$ 2,348.00

RESOLUTION 71-2017

ACCEPT MARCH 2017 TOWN CLERK’S MONTHLY REPORT

On motion of Councilman Anderson seconded by Councilman Rothrock the following resolution was

ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Bickford Nay-0 Absent –Rychlicki
RESOLVED, that the March 2017 Town Clerk’s monthly report is approved as presented.

2016 FINANCIAL AUDIT

Councilwoman Rychlicki was unable to attend tonight’s meeting so she gave Supervisor Pangrazio the report on the 2016 Audit of the following Financial Records for the Town:

- Chief Fiscal Officer's Financial Records
- Supervisor Secretary's Financial Records
- Town Clerk's Financial Records
- Tax Collector's Financial Records
- Town Court Clerk's Financial Records for Judge Riggi and Judge MacKay

All ledgers, cash sheets, monthly reports, checkbooks and bank statements were thoroughly examined, with no discrepancies to report. All bank accounts are reconciled and reviewed and signed by the Town Supervisor. All deposits were made in a timely manner and accurately recorded. All financial records support these transactions, and all moneys collected were remitted to the appropriate parties. Copies of Councilwoman Rychlicki's reports are on file in the Town Office. A copy of the Court Audit will be forwarded to the office of NYS Office of Court Administration when requested. Councilwoman Rychlicki used The Local Government Management Guide "Fiscal Oversight Responsibilities of the Governing Board" Record Requirements Appendix C, Appendix D, Appendix E, and Appendix F for the Supervisor's Clerk/Chief Fiscal Officers, the Town Clerk, Tax Collector, and Town Justice's for the year ending December 31, 2016.

OLD BUSINESS

PAVING BEHIND TOWN HALL

Supervisor Pangrazio and the Town Board had a discussion on paving behind the Town Hall and that he is waiting for the survey to be finished. The Town has an opportunity to piggyback from the Livingston County Bid pricing for Aggregates using Spallina Materials out of Mt. Morris.

RESOLUTION 72-2017

ACCEPTANCE OF LIVINGSTON COUNTY BID PRICING FOR AGGREGATES TO PAVE BEHIND TOWN HALL

On motion of Councilman Bickford seconded by Councilman Anderson the following resolution was

ADOPTED – Aye – Pangrazio, Rothrock, Anderson, Bickford Nay-0 Absent –Rychlicki
 RESOLVED, that Highway Superintendent Mark Schroeder is authorized to get bids for the Town Hall paving project using the Livingston County Highway Departments Aggregate Pricing List for Spallina Materials..

NEW BUSINESS

RESOLUTION 73-2017

TOWN OF CALEDONIA TOWN HALL PAVING PROJECT

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Caledonia in the County of Livingston, State of New York, at a regular meeting that was held on the 13th day of April in the year 2017, duly adopted, subject to a permissive referendum, a resolution as follows:

WHEREAS, the Town Board of the Town of Caledonia has determined that it is necessary to repair the parking lot located behind the Town Hall. The Town of Caledonia will piggyback off the Livingston County Highway Departments Aggregate Pricing List.

WHEREAS, it is determined that the cost to repair and pave the parking lot is not to exceed \$18,000.00

WHEREAS, in recognition of this need for the Town Hall Parking Lot, funds for such purpose are in the **TOWN OF CALEDONIA BUILDINGS Capital Reserve Fund**; and,

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Town Board authorizes the Supervisor to expend from the Capital Reserve Fund the funds necessary to repair and pave the parking lot.

This resolution shall be subject to a permissive referendum, as permitted by law.

The motion to adopt the resolution was made by Councilman Anderson, and seconded by Councilman Rothrock and duly adopted by the following vote:

AYES:

Supervisor Daniel Pangrazio

Councilman Mark Rothrock

Councilman Tim Anderson

Councilman Todd Bickford

ABSENT: Councilwoman Pamela Rychlicki

NAYS: 0

RESOLUTION 74-2017

AMUSEMENT LICENSE LIMEROCK SPEEDWAY

On motion of Councilman Bickford seconded by Councilman Anderson the following resolution was

ADOPTED – Aye – Pangrazio, Rothrock, Bickford, Anderson, Nay-0 Absent –Rychlicki

RESOLVED, that the Amusement License for Tri-County Racing Club for Limerock Speedway be approved for the 2017 season.

RESOLUTION 75-2017

DECLARING SURPLUS PALLET OF MISCELLANEOUS SHOP TOOLS

On motion of Councilman Rothrock, seconded by Councilman Bickford the following resolution was

ADOPTED – Aye – Pangrazio, Rothrock, Bickford, Anderson Nay-0 Absent – Rychlicki

RESOLVED, that the pallet of miscellaneous shop tools be declared surplus so that they may be sent to the Municipal Auction in Palmyra.

RESOLUTION 76-2017

DECLARING SURPLUS 1987 FORD TRACTOR

On motion of Councilman Bickford, seconded by Councilman Rothrock the following resolution was

ADOPTED – Aye – Pangrazio, Rothrock, Bickford, Anderson Nay-0 Absent – Rychlicki

RESOLVED, that the 1987 Ford Tractor be declared surplus so that it may be sent to the Municipal Auction in Palmyra.

RESOLUTION 77-2017

DECLARING SURPLUS CAT LOADER

On motion of Councilman Bickford, seconded by Councilman Rothrock the following resolution was

ADOPTED – Aye – Pangrazio, Rothrock, Bickford, Anderson Nay-0 Absent – Rychlicki

RESOLVED, that the CAT Loader be declared surplus with a Trade-in Value at \$49,500.

RESOLUTION 78-2017

APPROVAL OF IN HOUSE AUDIT OF CHIEF FISCAL OFFICER/SUPERVISOR SECRETARY BOOKS

On motion of Councilman Rothrock, seconded by Councilman Anderson, the following resolution was

ADOPTED- Aye- Pangrazio, Rothrock, Bickford, Anderson Abstain -0 Absent - Rychlicki Nay-0

RESOLVED, that the Town Board accepts Councilwoman Rychlicki's audit report of the books for the Town of Caledonia Supervisor's Secretary and Chief Fiscal Officer for the year 2016.

RESOLUTION 79-2017

APPROVAL OF IN HOUSE AUDIT OF TOWN CLERK AND TAX COLLECTOR BOOKS

On motion of Councilman Anderson, seconded by Councilman Bickford the following resolution was

ADOPTED- Aye- Pangrazio, Rothrock, Bickford, Anderson Abstain -0 Absent - Rychlicki Nay-0

RESOLVED, that the Town Board accepts Councilwoman Rychlicki's audit report of the books for the Town of Caledonia Town Clerk, Tax Collector for the year 2016.

RESOLUTION 80-2017

APPROVAL OF IN HOUSE AUDIT OF TOWN COURT BOOKS

On motion of Councilman Rothrock, seconded by Councilman Anderson, the following resolution was

ADOPTED- Aye- Pangrazio, Rothrock, Bickford, Anderson Abstain -0 Absent - Rychlicki Nay-0

RESOLVED, that the Town Board accepts Councilwoman Rychlicki's audit report of the books for the Town of Caledonia Town Court for the year 2016.

CAPITAL PROJECT UPDATE

Supervisor Pangrazio is in the process of updating the Capital Project schedule for the Town and will present it at the May meeting.

RESOLUTION 81-2017

BUDGETARY TRANSFERS

On motion of Councilman Anderson seconded by Councilwoman Rychlicki the following resolution was

ADOPTED - Aye - Pangrazio, Anderson, Rothrock, Bickford Nay-0 Absent -

RESOLVED, that the Supervisor be authorized to make the following budgetary transfer of \$1059.50 to cover the cost of Insurance.

FROM:A1420.400	ATTORNEY CONTRACTUAL	\$1059.50
TO: A1910.400	UNALLOCATED INSURANCE	

RESOLUTION 82-2017

ENTER EXECUTIVE SESSION

On motion of Councilman Rothrock, seconded by Councilman Bickford the following resolution was

ADOPTED - Aye - Pangrazio, Rothrock, Bickford, Anderson, Nay-0 Absent - Rychlicki, 0

RESOLVED, that the Board adjourn from the regular session of the Town Board Meeting and reconvene as a Board and enter into Executive Session for the purpose of discussing the employment history of a particular person.

RESOLUTION 83-2017

RETURN TO REGULAR SESSION AND REPORT OF EXECUTIVE SESSION

The Town Board having met in Executive Session for the purpose of discussing the employment history of a particular person, hereby returns to regular session and reports as follows:

On motion of Councilman Rothrock, seconded by Councilman Bickford the following resolution was

ADOPTED- Aye - Pangrazio, Anderson, Bickford, Rothrock Nay-0 Absent – Rychlicki
RESOLVED, that the Report of Executive Session be accepted with **No Action Taken**.

REVIEW OF SUPERVISORS REPORT

All Board Members have received via e-mail prior to the board meeting copies of the Monthly Supervisor’s Report which includes up to date Trial Balances and Budget to Actual revenues and expenditures and trial balances. All Board Members signed off on all the reports.

AUDIT OF ABSTRACT OF PAID VOUCHERS AND TRIAL BALANCES

The Board audited the Abstract of paid Vouchers and trial balances.

RESOLUTION 84-2017

PAYMENT OF BILLS

On motion of Councilman Rothrock seconded by Councilman Anderson the following resolution was

ADOPTED- Aye- Pangrazio, Rothrock, Anderson, Bickford Nay- 0 Absent- Rychlicki
RESOLVED, that the bills be paid in the following amounts:

GENERAL FUND A – Voucher #'s 109-138, 140-142	\$ 35,643.91
B FUND – Voucher # 139,143	\$ 1,329.34
HIGHWAY FUND DB – Voucher #'s 45-61	\$ 52,331.78
GRAND TOTALS	\$ 89,305.03

On motion to adjourn by Councilman Anderson seconded by Councilman Bickford and carried by all, the board meeting was adjourned.

Respectfully Submitted,

Laurie Sattora
Town Clerk