

MINUTES OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MEDINA HELD ON MONDAY JUNE 24, 2024,
AT 6:00 P.M. IN THE SENIOR CITIZENS CENTER.

Present: Mayor Marguerite Sherman
Trustees Jessica Marciano, Diana Baker, Deborah Padoleski, and Mark Prawel
Fire Chief Jackson, Police Chief Todd Draper, and Superintendent of Public Works Jason Watts
Attorney Matthew Brooks

Excused: Code Enforcement Officer Daniel Gardner

Mayor Sherman called the meeting to order at 6:00 p.m. with the Pledge of Allegiance to the Flag.

Mayor Sherman opened the first public comment period.

Ms. Jean Wetherbee thanked the Department of Public Works for trimming the low hanging branches at the corner of Elm Street and Hedley Street.

Ms. Carol Callina asked that the fire hydrants are inspected and checked to ensure that they are working. She also asked if there would be no parking signs placed across from the former Maple Crest.

Ms. Mary Hare asked who is checking the fire hydrants and asked when that task had been transferred to the Department of Public Works.

Mayor Sherman introduced Mr. Joseph Morgante and his wife Jacquie Morgante who had purchased The Willows, an assisted living facility in Medina. They asked that the Village sponsor a Community Development Grant from the Office of Community Renewal. Mr. Morgante said the facility needs renovations and they would also like to add an additional eight beds to the facility. Ms. Jean O'Connell, a grant consultant for the Morgantes said this is a grant. Trustee Padoleski asked what the Village's responsibility would be. Ms. O'Connell said there would not be any responsibility to the Village, except for signing the forms submitted to the Office of Community Renewal. Trustee Marciano asked if it would refrain the Village from obtaining other CDBG funding as the Orleans Economic Development Agency also requests the Village to sponsor grants. Ms. Gabrielle Barone said that they have completed approximately thirty-five CDBG grants, and the Village handles the administration of the grants. Attorney Brooks asked if there would be an agreement in place between the Village and The Willows and stated that he would like to review the agreement. Ms. O'Connell asked that the Board schedule a public hearing on the project since the deadline to submit a grant application is July 31, 2024.

A motion was made by Trustee Baker and seconded by Trustee Prawel. A public hearing is scheduled for July 22, 2024, at 6:05 p.m. pursuant to the Village sponsoring The Willows Office of Community Renewal grant application.

All ayes
Motion carried.

Mayor Sherman said she had received several complaints from residents having difficulty seeing around vehicles that are parked at the southeast corner of West Center and Prospect, as well as the northeast corner of West Center and Prospect. She said tractor trailers were also having difficulty turning onto Prospect from West Center. She said she also had complaints about parking on South Main Street and West Oak Orchard Street. She asked if the Board would like to consider placing no parking signs at these locations. Attorney Brooks said no parking at these locations could be added to the Village Code.

A motion was made by Trustee Marciano and seconded by Trustee Prawel. A public hearing is scheduled for July 22, 2024, at 6:15 p.m. relating to the placement of no parking signs at the southeast corner of West Center and Prospect Avenue from West Center to Bennet Place, the northeast corner of West Center from Prospect Avenue to one hundred feet east of the center line of Prospect Avenue and at West Oak Orchard Street from South Main Street to eighty five feet west of the center line of South Main Street.

All ayes
Motion carried.

Trustee Baker asked if the Board could have a conversation about no parking signs that should be removed around the Village. Trustee Marciano suggested bringing a list for the next meeting.

A motion was made by Trustee Marciano and seconded by Trustee Baker. Clerk-Treasurer Burgess is authorized to establish a water savings account in the amount of \$50,000.00 for water infrastructure.

All ayes
Motion carried.

Mayor Sherman said that the Village would be entering into long term financing for the upgrades made to the wastewater treatment plant and asked that the board consider establishing a sewer capital charge to cover the annual debt service payment as well as continuous overhead costs.

A motion was made by Trustee Padoleski and seconded by Trustee Baker. A public hearing is scheduled for July 22, 2024, at 6:25 p.m. on establishing a sewer capital charge.

All ayes
Motion carried.

Mayor Sherman said that the EV Charging Stations were initially going to be placed in the canal basin. She asked if the board had considered moving the location since the canal would be losing parking spaces with the New York Forward project. Trustee Baker said that she agreed moving them from the canal basin. Trustee Padoleski agreed but thought there may be a problem

placing the stations in the Mark's parking lot. Trustee Prawel said he was not in favor of having EV charging stations stationed in the Village but said if they do move forward, the senior citizen center parking lot would be a better location. Trustee Marciano agreed with Trustee Prawel, that the senior citizen center would be a better location. Mayor Sherman said that she would contact Matt Zarbo to advise the Board agreed that the senior citizen center would be a better location for the stations.

Mayor Sherman said the Board needed to select an engineer to complete the Inflow and Infiltration Study. Trustee Padoleski said she was in favor of awarding the study to Wendel Engineers. She said that she has worked with them, and they have done a good job for the Village.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. The Inflow and Infiltration Study is awarded to Wendel Engineers.

A vote was taken.

Trustee Padoleski	Aye	Trustee Prawel	Aye
Trustee Baker	Aye	Trustee Marciano	Nay

Motion carried.

The Board discussed the purchasing of equipment using CHIPS funding. The Board said the dump truck was budgeted and could be ordered. The Board asked Superintendent Watts to research the cost of a new snow plow truck for the next meeting.

A motion was made by Trustee Baker and seconded by Trustee Prawel. The Village of Medina officially accepts the following previously named roads as public roads: Marcia Tuohey Way, Proile Alley, Pride Pak Way, Commerce Way and Enterprise Way.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. Justin Pitts is appointed to the position of part-time summer laborer starting July 8th, 2024, at an hourly rate of \$15.00 per hour.

All ayes
Motion carried.

Trustee Padoleski said at the prior meeting the Board had discussed declaring a vest from a resigning Police Officer surplus and then selling it to the Warsaw Police Department. She said she would like to bring it up again and that she would like to make a motion declaring the vest surplus without setting a precedent.

Trustee Prawel said the Police Department currently has a surplus of unused vests and that the policy of the department in the past was that officers would not be able to purchase the vest upon leaving. He said it needs to be fair for everybody so that it is not favoritism. Trustee

Padoleski said it is being purchased by another agency and that we could work on a policy, so it is fair for everyone.

A motion was made by Trustee Padoleski and seconded by Trustee Baker. The police vest worn by former employee Cory Collins is declared surplus.

A vote was taken.

Trustee Padoleski	Aye	Trustee Prawel	Nay
Trustee Baker	Aye	Trustee Marciano	Aye

Motion carried.

Mayor Sherman asked that Trustee Padoleski work on a policy when declaring Village equipment surplus.

A motion was made by Trustee Baker and seconded by Trustee Padoleski. The surplus police vest may be sold to the Warsaw Police Department in the amount of \$500.00.

A vote was taken.

Trustee Padoleski	Aye	Trustee Prawel	Nay
Trustee Baker	Aye	Trustee Marciano	Nay
Mayor Sherman	Aye		

Motion carried.

Police Chief Draper said he had applied for a law enforcement technology grant from the Division of Criminal Justice and has received a notice that the Village would be receiving funding in the amount of \$75,857.00.

Trustee Prawel asked if someone needed to have 107-C certification for the drone program and if the training would be covered by the grant.

Police Chief Draper said that training would be covered and that the fire department had also been pursuing grant funding for a drone program also.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. The grant from the Division of Criminal Justice in the amount of \$75,857.00 is accepted and Police Chief Draper may administer the grant.

All ayes
Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. Clerk-Treasurer Burgess is authorized to publish an RFP for a grant writer.

All ayes

Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Marciano. Scott Buffin is appointed as a Fire Callfighter.

All ayes
Motion carried.

Mayor Sherman said Police Chief Draper had obtained quotes as per the procurement policy to hire a cleaning service. Police Chief Draper said he is recommending hiring Premier Cleaning to clean the Police Department and that they were already bonded.

A motion was made by Trustee Padoleski and seconded by Trustee Marciano. Premier Cleaning is hired as the cleaning service for the Police Department.

All ayes
Motion carried.

Mayor Sherman said the Board had been discussing for years establishing a benefit payment policy and what an employee is entitled to upon separating from the Village. Attorney Brooks said he had reviewed it and it appeared to be a fair policy and that it is important to put it in writing, especially if it is not mentioned in the contracts.

A motion was made by Trustee Marciano and seconded by Trustee Prawl. The benefit payment policy as presented is approved.

All ayes
Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Prawl. Mayor Sherman is authorized to sign the Inter-Municipal Cooperation Agreement with the Medina Central School District, to have the Village of Medina provide two school resource officers for the 2024-2025 school year.

All ayes
Motion carried.

Trustee Marciano said that the Department of Transportation said that the Village needed to submit a project change request for the Maple Ridge Road Corridor Project. The project name would be changed from the Maple Ridge Road Corridor Multi-Use Pathway Phase 1 to the Maple Ridge Road Corridor Active Transportation Project. Trustee Marciano also said that the project description had changed from the construction of a shared use path along Route 31 A to the construction of sidewalks along Route 31 A. She said the Project Funding also transferred \$1,000.00 in the C/CI line to Row I and \$34,800.00 from the C/CI line to Row A to cover easement costs.

A motion was made by Trustee Baker and seconded by Trustee Padoleski, to accept the modifications as presented by Trustee Marciano and that she is authorized to sign the project change request to submit to the Genesee Transportation Council.

All ayes
Motion carried.

Mayor Sherman asked the Board their thoughts on naming the disc golf course located in Gulf State Park. The name presented at the last meeting was Red Horse Disc Golf Course. Trustee Prawel said he preferred a more generic name and that it included the name Medina in it. Trustee Baker said she approved of the name submitted. Trustee Padoleski said she did not have an opinion but did think it should say Medina.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The disc golf course located in Gulf Street Park will be named the Medina Red Horse Disc Golf Course.

A vote was taken.

Trustee Baker	Aye	Trustee Prawel	Nay
Trustee Marciano	Aye	Trustee Padoleski	Aye

Motion carried.

Mayor Sherman said the Medina Central School District was requesting to use Boxwood Cemetery on September 24, 2024, from 3:00 p.m. to 6:00 p.m. for a cross-country meet. A certificate of insurance had already been provided.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. The Medina Central School District is allowed to hold their cross-country meet at Boxwood Cemetery on September 24, 2024, from 3:00 p.m. to 6:00 p.m.

All ayes
Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Baker. The donation in the amount of \$2,814.00 received from Re-Leaf Medina is accepted for the planting of trees in the 2023-24 fiscal year.

All ayes
Motion carried.

Mayor Sherman said One Church has asked to use the grassy area next to the Clerk's Office from August 12th to August 14th from 6:30 p.m. to 8:00 p.m. and that they would provide a certificate of insurance.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. One Church is allowed to use the grassy lot next to the Clerk's Office from August 12 through August 14, 2024, from 6:30 p.m. to 8:00 p.m. providing that a certificate of insurance is received listing the Village as an additional insured.

All ayes

Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Prawel. The minutes of May 20, 2024, the special meeting held on May 28, 2024, the special meeting held on June 6, 2024, and the minutes of June 10, 2024, are accepted as submitted.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. The bills as submitted are authorized for payment.

All ayes
Motion carried.

Fire Chief Jackson said Firefighters Schreder and Baxter graduated from the Fire Academy and were back working with their respective platoons. Firefighter Schreder received the Academic Excellence Award. He said a crew was provided for the Lyndonville Central School District DWI drill. He said annual aerial testing was conducted. He also said the new ambulance had arrived and will be in service once it has been approved by the New York State Department of Health. He said his department had participated in the West Battalion water rescue, provided fire safety presentations at Head Start and gave a firehouse tour to the Amish school.

Police Chief Draper said the recruits were doing well at the Academy and they will graduate from the Academy on August 23, 2024. He said school resource Officers Meredith and Clouser gave a presentation to the Medina Central School Board on the program and that the School Board had good things to say about the program and Officer Meredith and Clouser's performance. He said they had received new portable radios provided by the Orleans Emergency Management Office purchased through grant funding.

Superintendent of Public Works Watts said paving had been completed. He thanked the Towns of Ridgeway, Shelby and Yates for assisting in hauling milling and assisting in the paving project. He said Horan Road and Bates Road were chip sealed. A parking area was placed about the basketball courts at Butts Park. The docks in the canal basin were power washed and the splash pad was back up and running. Two new interpretive signs were installed at State Street Park and the pavilion was stained. Brush pickup would be on July 1st.

Mayor Sherman said the Board had received Code Enforcement Gardner's report and he did take two residents to court and he is in the process of issuing additional appearance tickets.

Mayor Sherman opened the second comment period.

Ms. Carol Callina said that there should be public comments allowed in between the agenda items discussed and that Gulf Street Park should not be named Red Horse.

Ms. Gabrielle Barone said that a CDBG grant can be applied for all year and that you want to ensure that the application is accurate. She asked the level the EV Charging Stations would

be and agreed that it would be better to have them installed at the Senior Citizen Center. She said there are four key areas that the Village needs for funding and that the Board should be finding a grant writer that specializes in those areas. She also asked for updates on the Fuller building and the building on East Avenue.

Mr. Jim Mirand asked if the State had contacted the Village on the New York Forward grant.

Ms. Linda Limina asked what the EV Charging Stations would cost the Village. Trustee Marciano said it would only cost interest to take-out short-term financing. She also questioned selling the vest for \$500.00. Trustee Marciano said the municipality purchasing the vest is essentially paying the cost to the Village since the Village received a federal grant. Ms. Limina asked what the benefit policy entailed. Trustee Padoleski said it states what an employee is entitled to when they resign, which is unused vacation and personal time whereas when someone retires benefits are prorated.

Ms. Mary Hare thanked the Department of Public Works for their work on Howell Parkway. She asked about the purchase of a small snowplow truck that would service the Village. She congratulated the Police Department on the technology grant. She asked the Village Board about the residency policy and when that would be discussed.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. The meeting is moved into executive session at 8:31 p.m. to discuss the employment of a particular individual and a contractual matter.

All ayes
Motion carried.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. The meeting is reconvened at 9:26 p.m.

All ayes
Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Baker. Dustin Wells is appointed to the position of Police Officer part-time, a non-civil service position, with a probationary period of seventy-eight weeks, effective July 1, 2024, at the first step rate per the contract.

A vote was taken.

Trustee Padoleski	Aye	Trustee Prawel	Nay
Trustee Baker	Aye	Trustee Marciano	Nay
Mayor Sherman	Aye		

Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The meeting is moved back into executive session at 9:34 p.m. to discuss a contractual matter.

All ayes
Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Marciano. The meeting is reconvened and subsequently adjourned at 9:57 p.m.

Respectfully submitted,

Jada A. Burgess
Clerk-Treasurer

DRAFT