

MINUTES OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MEDINA HELD ON MONDAY NOVEMBER 25, 2024 AT 6:00 P.M. IN THE RIDGEWAY TOWN HALL.

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

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. Gabrielle Barone asked why the vehicle use policy was not available to the public for review. Mayor Sherman said there is not a policy in place yet and it is in the infancy stage.

Mayor Sherman detailed old business stating she had sent emails about the sink hole by the lift bridge and had not received a response. She said she and Trustee Padoleski had attended a workman's compensation conference and had gained some useful information. She said Paradigm Environmental had completed the asbestos survey on the Fire Station, the report came back and the Village is in the clear for moving forward with the next steps for the fire house addition. She said she and Clerk-Treasurer Burgess had sat in on a webinar regarding the New York Forward Projects. Mayor Sherman said the canal waterfront project would be handled by the Department of State. Mayor Sherman stated she, Superintendent of Public Works Jason Watts and Clerk-Treasurer Burgess sat in on a meeting with Wendel Engineers and Alexander Brunell from the Environmental Facilities Corporation regarding the Inflow and Infiltration Study. She said she also had met with Jay Grasso from G&G Grant Writing and that he would be coming to the Village on December 5th, to tour the Village and further discuss the needs of the Village.

Mayor Sherman said MRB and their engineering team had met with Chief Jackson, Lieutenant Crooks, Trustee Marciano and herself to further discuss the needs of the Village on the Fire Station Addition. Trustee Marciano said MRB drew up schematics which were basic and also discussed what could be scaled back, while providing what is necessary. Trustee Marciano said she appreciated that approach to the project. She said they are sensitive to the financial needs of the Village.

Mayor Sherman said she had received a call from Assemblyman Hawley's Office stating that the Occupancy Tax bill had been approved by both houses and was placed on Governor Hochul's desk waiting for a signature. Mayor Sherman said she emailed JW Cook and Jackie Paredes, expressing the importance of having this bill signed. Mayor Sherman said Assemblyman Hawley contacted her and said Governor Hochul had signed the Occupancy Tax and Clerk-Treasurer Burgess would check into how to implement the tax and if it must be renewed every two years.

Mayor Sherman introduced Rolland Eddy who has requested to place a vendor booth in the Senior Citizens Center for the next four weekends. Mr. Eddy addressed the board stating he is an author and has written a children's book called Finding Snowflake. He said he was working with the Railroad Museum in Arcade and Medina. He said he has a traveling 10 foot by 14 foot shed where the public can go in to have pictures taken by Santa's sleigh as a way to promote his book and movie. He said he travels with a generator and would provide a Certificate of Insurance. Mr. Eddy said he would like to donate \$5.00 from the proceeds of each book that is sold to a local charity.

Trustee Marciano asked Attorney Brooks if someone could make money on a Village owed site. Attorney Brooks said if the vendor has a transient license, they could. Trustee Marciano also asked if the Village of Medina would be named as an additional insured on the Certificate of Insurance.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. Mr. Eddy's transient license as presented is accepted and a Certificate of Insurance, with a minimum coverage of \$1,000,000.00 will be provided naming the Village as an additional insured.

All ayes
Motion carried.

Mayor Sherman stated the Village is trying to update and add policies. She said the Vehicle Use Policy was distributed to the Board and the Department Heads. She asked if there were any suggestions after the Board had reviewed the Department Head input. Trustee Padoleski said she wanted to clarify that this policy was written to be put in place by the suggestion of NYMIR and the New York State Comptroller's Office. She said as much as this policy is common sense, not everyone follows common sense. She stated this is standard and protects the care and use of property that is owned by the Village taxpayers. She said she did not think it was necessary to have a separate policy for each department and that she hoped the Board could address the concerns as mentioned in the policy.

Trustee Prawel said he did not write the policy and read the concerns of the Department Heads. He said we have laws that are common sense, but we still have those laws. He said he would like to go over the policy and tweak it.

Trustee Marciano asked that the Vehicle Use policy is tabled until there is more discussion. Mayor Sherman said she would like to look at the verbiage in the policy. The matter was tabled.

Trustee Padoleski said fuel reports are also something the local government efficiency is recommending that the Board reviews on a regular basis. She said they want to make sure there is Board oversight on fuel inventory and usage. Trustee Padoleski suggested making the fuel reports assessable to be reviewed at the same time the Board reviews the bills.

Trustee Marciano said this was discussed during the budget process and the Clerk's Office had provided a report, which is detailed. Trustee Marciano requested that the fuel report is provided to the board at the same time as the budget and revenue reports.

Mayor Sherman said last month the Board agreed to support Mr. Tom Snyder in his application for a Restore New York Grant. She said a public hearing needed to be scheduled for the

purpose of obtaining citizens' views and comments relative to the submission of an application to the Empire State Development for financial assistance under the Restore New York Communities Initiative. This project is a proposal for the rehabilitation of a rear-facing space into commercial units, the rear ground floor space into a commercial kitchen, and the second floor into a mix of one-bedroom and two-bedroom apartments. The following properties will be submitted for consideration: 409-413 Main Street (80.37-1-16.1); partially occupied commercial first floor, vacant sub-grade level, and vacant second floor; 768 square feet vacant ground level, 4300 square feet subgrade and 4,300 square feet on the second floor are proposed for rehabilitation. Façade and general utility improvements will benefit the entire 12,900-square-foot space.

A motion was made by Trustee Marciano and seconded by Trustee Baker. A Public Hearing is scheduled for December 16, 2024, at 6:00 p.m. and will be held at the Senior Citizen Center.

All ayes
Motion carried.

Code Enforcement Gardner said Mr. Snyder would need a special use permit and it would need to go in front of the Planning Board. Mayor Sherman said that is time sensitive and she asked that the Planning Board review at their monthly meeting.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski.

Whereas, until 2024, cities, villages and towns had not received an increase in unrestricted state aid (AIM funding) in 15 years, significantly impacting their ability to provide essential services to their residents; and

Whereas, after a prolonged period without financial support, local governments finally received an increase of \$50 million in unrestricted state aid; and

Whereas, local officials express their gratitude for the \$50 million increase in unrestricted state aid, recognizing it as a positive step towards addressing long-standing funding challenges; and

Whereas, the State has referred to this new aid as Temporary Municipal Assistance, suggesting that such increase may not continue, jeopardizing the sustainability of crucial municipal programs and services; and

Whereas, the property tax cap further limits the ability of local governments to properly fund the programs and services their residents need; and

Whereas, increased and ongoing state aid for local governments is vital for maintaining infrastructure, public safety, housing and other municipal services; and

Whereas, the challenges of inflation, the increasing costs of labor and supplies, and the end of extraordinary federal aid only accentuate the need for consistent and predictable funding to effectively plan for the future and meet the growing needs of their residents;

Now, therefore, be it resolved, that the Village of Medina calls upon the Governor and the State Legislature to commit to continuing the additional \$50 million in unrestricted state aid in the 2025-26 State Budget and beyond, and

Be it further resolved, that the Village of Medina urges state officials to recognize the need for a long-term plan that ensures consistent and predictable increases in financial support for local governments that keep pace with inflation.

All ayes
Motion carried.

Fire Chief Jackson said he would like to apply for the AFG Grant. He asked permission to pursue the grant for high priority items such as turn out gear and a washer extractor and dryer. He said these items are essential for the health, wellness, and longevity of our team. He said the cost share would be \$1,190.48 for the Village and the grant would most likely be awarded in the next fiscal year.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. G&G Grant Writing is authorized to pursue the AFG Grant, with the maximum cost share to the Village of \$1,190.48.

All ayes
Motion carried.

Mayor Sherman said Wendel Engineers had been hired to assist with items that are EPA requirements at the Wastewater Treatment Plant. She said the initial resolution was to pay Wendel up to \$20,000.00. She said invoices paid to date totaled \$19,331.45 and there are additional invoices totaling \$6,620.00 pending from Wendel. Trustee Padoleski suggested lifting the \$20,000.00 ceiling. Trustee Marciano asked what the additional costs would be. Superintendent Watts said they hired Wendel for a post monitoring construction and maintenance plan as required by the EPA. Trustee Padoleski said if the EPA and DEC say we have to do it, we have to do it. She said they chose Wendel because they are familiar with our Wastewater Treatment Plant. Trustee Marciano said she has a issue with Wendel because the prices is always outside of what the Village has agreed to pay. She said she won't be here, but she wanted everyone to take note. Trustee Baker said she knows these things need to be done, but at what cost. Mayor Sherman said she would get a copy of their work order.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. The \$20,000.00 ceiling is lifted for work performed by Wendel Engineers in relation to the Wastewater Treatment Plant as required by the EPA and DEC.

All ayes
Motion carried.

Mayor Sherman said there were issues with the remote time clock program the Department of Public Works was using. Superintendent Watts said sometimes the GPS location is wrong on the employee's phone and the Clerk's Office must adjust their time in the time clock program. He said he is looking to get a handle on the situation and said he would like to go back to a punch in time clock. Superintendent Watts suggested going with the D Punch 7 Fingerprint Program. He said one would be needed at the shop and one at the Wastewater Treatment Plant. Trustee Padoleski said there used to be a fingerprint time clock but if someone's hand was dirty, it would not work. The matter was tabled for more information.

A motion was made by Trustee Marciano and seconded by Trustee Baker. The disability retirement of Joseph Frentz is accepted with an effective date of November 18, 2024.

All ayes
Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Marciano. Mayor Sherman is authorized to sign the New York Forward Grant Agreement as presented.

All ayes
Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. The Parade of Lights Donations received in the amount of \$2,200.00 is accepted by the Board.

All ayes
Motion carried.

Trustee Prawel asked that the board look into doing something different going forward.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. The donation from the Rotary Club in the amount of \$2,429.44 is accepted for the baseball backstop and the foundations for the baseball benches located at Pine Street Park.

All ayes
Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Padoleski. The Minutes of October 21, 2024, and October 28, 2024, are accepted as submitted.

All ayes

Motion carried.

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

All ayes
Motion carried.

Mayor Sherman said she had received a request from Mindful Media asking the Village to contribute \$900.00 to update visual materials to promote the Medina Business Park and the Village of Medina for economic development. Mayor Sherman said this would cover the cost of drone footage and photography and that the Village would have full access to all edited materials for use on the Village website or in other promotional needs. Mayor Sherman said an updated video could help in grant funding.

A motion was made by Trustee Baker and seconded by Trustee Padoleski. The Village of Medina will contribute \$900.00 to the Mindful Media Group towards the cost of drone footage and video to be paid out of A1010.4.

All ayes
Motion carried.

Code Enforcement Gardner said the next court date on the Fuller Building would be December 9, 2024. He said he also had issued four other appearance tickets. He said 450 Oak Orchard Street is requesting to re-zone to multi-family. Trustee Marciano asked if there was a remediation problem at that location. Code Enforcement Gardner stated he was not aware of a remediation problem, and they are looking to place three-to-four-unit buildings at that location. Mayor Sherman said she would like to refer to the needs of the Village and asked that the Village Board be included in the County Planning Board information.

Fire Chief Jackson said Firefighters Petry and Kyle had successfully graduated from the Fire Academy and were back with their platoons. He said Firefighter Petry had received the Thomas Margeit Memorial Physical Fitness Award for her outstanding physical performance shown throughout the fifteen-week academy. He said crews responded to a carbon monoxide call which resulted in eight patients being transported to local hospitals. He said he observed the Willows conduct their annual fire drill. He said his crew was all set for the Olde Tyme Christmas and Parade of Lights. He said the Civil Service Exams were posted with the written test being held on March 1, 2025, and the physical agility test to be held on April 26, 2025.

Superintendent Watts said two rounds of leaf pick up had been done. He said last minute black top patching had been completed. They were getting the snowplows and salting equipment ready. He said they would be decorating for the Christmas season. He said letters were sent out for the lead and copper inventory. He said this would be a long process and will take years to implement. He said testing is available but the Village is not responsible for testing. He said the Clerk's Office is updating the information as it is received. He said the computer for the Badger water read system needs to be replaced as the software needs to be updated. He was working on pricing as this was not a budgeted item. He asked the board to consider allowing him to bid on a truck that was being auctioned off. He said it is a 2000 International Truck owned by the Gates Chili School District with a

stainless salter mounted plow as the bidding was currently at \$4,200.00. Trustee Prawel said the equipment is worth the cost it is at now. Trustee Marciano suggested authorizing up to \$5,000.00 but believed they should not bid if the bidding was already up to \$4,200.00. No action was taken.

Police Chief Draper said there were two serious assaults and in both cases the victims and suspects were known to each other. He said they had collected over 200 pounds of controlled substances during Prescription Take Back Day. He said they were preparing for the Parade of Lights. Police Chief Draper requested an executive session.

Clerk-Treasurer Burgess said the Certificate of Deposits had matured on October 28, 2024. The General Fund earned \$18,643.33 in interest, the Water Fund had earned \$18,643.33 in interest, the Sewer Fund had earned \$6,214.44 in interest and the Permanent Maintenance Fund had earned \$1,491.60 in interest. She said she renewed Certificated of Deposits, depositing \$425,000.00 from the General Fund, \$1,150,000.00 from the Water Fund, \$365,000.00 from the Sewer Fund and \$98,096.30 from the Permanent Maintenance Fund. Clerk-Treasurer Burgess said there were \$1,200,100.00 in contributions placed into NYCLASS from September 11, 2024, and that \$8,340.34 in interest had been earned to date.

Mayor Sherman opened the second public comment period. Ms. Carol Callina asked if the sewer capital charge was a one-time charge. Mayor Sherman said there were substantial upgrades to the Wastewater Treatment Plant and that this would be a quarterly charge to help offset the debt service as the Village had now gone into long term financing. Ms. Callina asked what the Village was doing about the aging water lines. Mayor Sherman said there isn't a comprehensive plan in place, but the Village continues to pursue grants.

Ms. Gabrielle Barone said the Village's Wastewater Treatment Plant is essential for projects that are looking to come into the business park. She said the upgrades to the plant are critical. She said this board has had to pick up the slack for several years when things were not being done. She said the Orleans Economic Development Agency is working with Wendel and they are very pleased.

Ms. Carol Callina asked why the Village residents were being double taxed in the Towns of Shelby and Ridgeway.

Trustee Marciano said the Village is required to plow our roads and that roughly half the residents of the Village reside in the Town of Shelby and the other half is in the Town of Ridgeway. She said the Towns have the ability to exempt Village residents, but they continue to tax the Village residents for snowplowing. She said there is no one on the Town of Ridgeway Board advocating for change. She said the Towns need to know that although they may according to New York State Law tax the Village of Medina residents, that it is not morally right. She said the Towns need to hear a large outcry from the Village residents. Trustee Padoleski said this is not a new issue and that Councilwoman Limina on the Town of Shelby Board has been the first to advocate for Village residents. She said it fell on deaf ears. Mayor Sherman said residents in the Village need to be more aware, it is adding to their taxes.

Ms. Linda Limina asked that financials and the budget be listed on the website. Attorney Brooks said it should be publicly available, and it is available upon request. He said sometimes it has to do with staffing. Mayor Sherman said we try to do it right according to the staffing we have.

Trustee Marciano stated she will not be running for the Village Board in the near future. Mayor Sherman said she would be missed.

Trustee Baker said she also would not be running for another term. Mayor Sherman said she would be missed.

A motion was made by Trustee Padoleski and seconded by Trustee Marciano. The meeting is moved into executive session at 8:01 p.m. to discuss the potential appointment of a particular person.

All ayes
Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Marciano. The meeting is reconvened at 9:23 p.m.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. Christian Navas is promoted to the position of Police Lieutenant at a salary of \$74,000.00 with the ability to earn overtime with a probationary period of twenty-six weeks with a start date of November 27, 2024.

Trustee Padoleski said she is voting to promote, but without the ability to earn overtime. Trustee Prawel also said he is voting to promote, but without the ability to earn overtime. He said he believes Officer Navas will make an awesome Lieutenant, but he did not want to set a precedent of allowing administrative positions to earn overtime.

Mayor Sherman said she is voting to promote with the ability to earn overtime.

Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Baker. Jacob Reeves is appointed to the position of Police Sergeant with a starting wage per the Union Contract with a probationary period of twenty-six weeks and a starting date of November 28, 2024.

All ayes
Motion carried.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. Dustin Wells is dismissed as a part-time Police Officer effective November 25, 2024.

All ayes
Motion carried.

A motion was made by Trustee Baker and seconded by Trustee Prawl. The meeting is adjourned at 9:33 p.m.

All ayes
Motion carried.

Respectfully submitted,
Jada A. Burgess
Clerk-Treasurer

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