

MINUTES OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MEDINA HELD ON FEBRUARY 10, 2025, AT 6:00 P.M. IN THE RIDGEWAY TOWN HALL.

Present: Mayor Marguerite Sherman
Trustees Jess Marciano, Deborah Padoleski, Mark Prawel
Attorney Matthew Brooks

Excused: Trustee Diana Baker

Mayor Sherman called the meeting to order at 6:00 p.m.

Mayor Sherman said because of the abbreviated business meeting in January, the board would be holding a public comment period at the work session. Mayor Sherman opened the public comment period. No interested persons wished to speak.

Mayor Sherman said the Boxwood Cemetery Commission was taxed with re-writing the By-Laws and that these were distributed to the board. Mayor Sherman asked if there were any questions or comments from the board to pass along to the Commission. Trustee Padoleski said the Commission did a great job. Trustee Padoleski suggested changing some of the wording and requested that Attorney Brooks review the By-Laws. She also noted that in Section 7, 8 and 9, it lists standards and that those standards are approved by the Boxwood Cemetery Commission, and she asked if the Board agreed. Trustee Marciano said it was a good time to clean up language if they are a Commission. The matter was tabled.

Mayor Sherman said that the Board had received a request from the Senior Citizen Center. Mr. Creasey representing the Senior Citizen Center addressed the Board stating that they would like the Board's blessing to add air conditioning to the building and that they have done several things to improve the building. He said they take in donations and at the end of the year there is money left over. He said they would like to use those funds to install an air conditioning unit and that they had two options, to add to the existing furnace or to put wall units up. He said they were still waiting on quotes, but the cost appeared to be around \$15,000.00. Mayor Sherman said she had talked to the DPW Superintendent, and the building is not an energy efficient building. Trustee Padoleski asked if the procurement policy needed to be followed. Attorney Brooks said they did not need to go through the State bidding process as it was not taxpayer funds, but that the Village Code should be followed by obtaining two quotes. Attorney Brooks said the quotes should be forwarded to the Board as they would have the final say. Trustee Marciano said she was fine with air conditioning being installed in the building. The matter was tabled until additional quotes are received.

Mayor Sherman said Hospice of Orleans has requested to place a six-foot banner in Butts Park promoting the Orleans County Hospice Spring Bouquet fundraiser from February 10th 2025 to March 17th, 2025.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. Motion to approve placement of the Hospice of Orleans Annual Spring Bouquet Sale banner in Butts Park from February 10, 2025, to March 17, 2025.

All ayes
Motion carried.

Mayor Sherman said last month the Board had passed a local law approving the Occupancy Tax. She said Clerk-Treasurer Burgess had reviewed the quarterly form Orleans County uses and that late fees and/or penalties could be included if the forms and payment are not received in a timely manner. Attorney Brooks said the board could establish a fee schedule and that it didn't have to be local law. The matter was tabled until additional information is obtained.

Mayor Sherman said that bond counsel needs to prepare a new bond resolution for the Fire House addition. She said the Board has been communicating with the engineering firm to get additional information on the concept plan as it related to the ceiling amount that would be safe to pass a bond resolution for. She said soft costs were not included and contingency was only at 15%, when it is usually 30% for other firms. She said increasing contingency along with soft costs would bring the project to just over one million three hundred thousand dollars. She said the Board is still pursuing grants to help pay for the building. She said the Board needs to decide on what the bond resolution should be written for.

Trustee Padoleski said she did not think the next step would be a bond resolution. She said she agreed to a concept plan so that the Village could pursue grants. She said they still did not know how they were going to pay for it. Mayor Sherman said the Board could put information out on how much taxes would increase if funding was not received. Mayor Sherman said she was meeting with the Village's grant writer as well as a representative from Claudia Tenney's office. She said there is a truck on the way and there is nowhere to put it.

Trustee Padoleski said she was not voting on a bond resolution when she did not know where the funding was coming from. She said if funding is not received something will have to go. Trustee Marciano said it is important to get a truck going so the Village can start using it. There are places and ways the Village can house the truck. She said a truck is needed for safety. Trustee Marciano said the Village had locked into USDA funding and asked what the board would be committing to today. Trustee Padoleski said there are costs associated with having a bond resolution written up and you are committing to a timeline. Trustee Marciano asked Trustee Padoleski if at no point should the Village apply for a bond resolution. Trustee Padoleski said the Board could look at the costs for the building as well as the truck and how taxes would increase. She said she would also like to look into a Fire District and that she did not know if that was feasible or not. Trustee Prawel said he has a hard time knowing that the Village ordered a truck not knowing how it would be paid for and that he was not convinced that a new truck is needed. Trustee Marciano said it's a piece of equipment needed in the Village and that she understood it is a steep cost for taxpayers and that she was willing to get creative with the building. She asked that Clerk-Treasurer Burgess obtain costs on the proposed debt for further discussion. The matter was tabled.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. Mayor Sherman is authorized to sign the Village Attorney contract with Matthew Brooks as presented.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Prawel. Mayor Sherman is authorized to sign the engagement letter with The Bonadio Group.

All ayes
Motion carried.

A motion was made by Trustee Prawel and seconded by Trustee Marciano. Mayor Sherman is authorized to sign the bond counsel agreement with Hodgson Russ.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. Mr. Hellner is authorized to utilize the municipal lot behind the Senior Citizen Center to hold Cruisin' in Medina every Friday beginning on May 30th from 5:30 p.m. to 8:00 p.m. ending with the Super Cruise to be held on Main Street on August 27, 2025, providing that a Certificate of Insurance is received, naming the Village as an additional insured.

All ayes
Motion carried.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. Lakewood Village is allowed to make payments on a decreased tenant's outstanding water bill located at 44 Lakewood Village.

All ayes
Motion carried.

A motion was made by Trustee Marciano and seconded by Trustee Padoleski. The November outstanding water bill at 330 W. Oak Orchard Street is granted a pay date extension of February 18, 2025.

All ayes
Motion carried.

Mayor Sherman said at the recommendation of the State Comptroller's Office, they would like to see additional internal controls in the Clerk's Office. They would like petty cash separated and reconciled, along with two separate cash drawers.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. Clerk-Treasurer Burgess is authorized to deposit the current cash in the amount of \$296.73 into the General Fund and withdraw \$600.00 from the General Fund in Petty Cash, starting two cash drawers with \$200.00 each and the remaining \$200.00 to be used as petty cash.

All ayes
Motion carried.

Clerk-Treasurer Burgess said the temporary Account Clerk had been authorized to work in the Clerk's Office until February 14, 2025. Clerk-Treasurer Burgess was requesting to extend that time.

A motion was made by Trustee Prawel and seconded by Trustee Padoleski. The temporary Account Clerk position is extended through March 28, 2025.

All ayes
Motion carried.

Mayor Sherman opened a second public comment period.

Ms. Carol Collina asked who is responsible for the maintenance in the cemetery and that the maintenance is terrible. She said she would like to applaud Trustee Padoleski for speaking her mind. She said this is a poor community and that the Board needs to think of the taxpayers.

Ms. Linda Limina thanked the Board for putting the information on the website. She said the Board has a tough job.

A motion was made by Trustee Padoleski and seconded by Trustee Prawel. The meeting is adjourned into executive session at 7:14 p.m. to discuss the appointment of a particular person or persons.

All ayes
Motion carried.

Respectfully submitted,

Jada A. Burgess
Clerk-Treasurer