

# TOWN OF STAFFORD

February 10, 2020

## AGENDA

**PLEDGE:** 7:30pm

**Regular Town Board Meeting Called To Order: 7:30pm**

Supervisor	Robert Clement
Deputy Supervisor	Robert Pacer-absent
Councilmen	Donald Mullen
	Ronald Panek- came in a few minutes late
	James Duyssen
Highway Superintendent	Steven Boldt
Town Clerk	Julie Scheuerlein
CEO/ZEO	Gene Sinclair- absent
CEO/ZEO	Gerry Wood- absent

Public:

Quentin Call

John Call (son)

Quentin Call (grandson)

Linda Call

Phyllis Darling

Julie Carosee

Alan Darling

Approval of Minutes of the January 13, 2020 Regular Town Board Meeting

**Motion** Councilman Donald Mullen

**Seconded** Councilman James Duyssen

Vote: Ayes: 3 Nays: 0

Absent: 2

**Carried**

Approval of Organizational Meeting January 13, 2020

**Motion** Councilman Donald Mullen

**Seconded** Councilman James Duyssen

Vote: Ayes: 3 Nays:0

Absent: 2

**Carried**

**Participation Town Board Policy on Public Participation in Board Meetings with the Town:** Stafford Town Board Adopting the Policy

**Motion** Councilman James Duyssen

**Seconded** Councilman Donald Mullen

**Roll Call Vote**

Councilman Donald Mullen- aye

Councilman Ronald Panek- enroute

Councilman James Duyssen- aye

Councilman Robert Pacer- absent

Supervisor Robert Clement- aye

3- aye

1- absent

1-enroute

**Carried**

**Resolution No. 10**

Stafford Town Board to accept credit card services for Town Business Credit Card Machine for Town Business: Forte or Hamer Enterprises

**Motion** by Councilman

**Seconded** by Councilman

**Roll Call Vote to Table**

Councilman Donald Mullen-aye

Councilman Ronald Panek- enroute

Councilman James Duysen-aye

Councilman Robert Pacer-absent

Supervisor Robert Clement-aye

**TABLED**      aye- 3                      absent-1                      enroute-1

**Resolution No 12 Approval of Stafford Town Board to keep Anita Taylor on as active Planning Board Member**

**WHEREAS**, Anita Taylor term on the Planning on the Planning Board, Anita Taylor has requested to be reappointed to the Planning Board.

**THEREFORE**, let it be resolved Anita Taylor be reappointed to the Planning Board.

**Motion** by Councilman Donald Mullen                      **Seconded** by Councilman James Duysen

**Roll Call Vote** Councilman Donald Mullen-aye

Councilman Ronald Panek- enroute

Councilman James Duysen-aye

Councilman Robert Pacer- absent

Supervisor Robert Clement- aye

**Carried** 3- aye              1-absent                      1-enroute

**Resolution No. 13**

**January 13, 2020**

**Resolution No 13 Elected Officials in Lieu of Money**

**Whereas**, need to updated policy for Full Time Elected Officials, positions Highway Superintendent, Town Clerk

**Whereas**, The Town will pay \$4,500, per year these positions, that does not take medical insurance through the Town. If **insurance** is needed 15% will be paid to the Town of Stafford.

**Therefore,** This policy will take effective, retroactive starting in year 2019 to be paid last payroll of that year. The Resolution will be approved at the start of the 2022 Organizational meeting.

**Motion** Councilman Robert Panek                      **Seconded by** Councilman Robert Pacer

**Roll Call Vote** Councilman Donald Mullen-no

Councilman Ronald Panek- aye

Councilman James Duysen-no

Councilman Robert Pacer- aye

Supervisor Robert Clement- no

**Will revisit**

**RESOLUTION No. 14** Adjustment in Stafford Fire Department Contract for 2020.

An irregularity appeared from the 2020 Budget of \$ 285,910.00 to the amount written in the Contract by the Stafford Fire Department of \$ 299,350.00 Correction made and signed off by

Councilman Donald Mullen Donald Mullen

Councilman Ronald Panek Ronald Panek

Councilman James Duysen James Duysen

Councilman Robert Pacer -Absent

Supervisor Robert Clement Robert Clement

**RESOLUTION No. 15**                      **NYMIR INSURANCE**

**Motion** Councilman Ronald Panek                                      **Seconded** Councilman Donald Mullen

**Roll Call Vote**                      Councilman Donald Mullen-aye

Councilman Ronald Panek-aye

Councilman James Duyssen-aye

Councilman Robert Pacer- absent

Supervisor Robert Clement- aye

**Carried**      aye-4      absent-1

**APPROVAL OF THE STAFFORD WATER BENEFIT DISTRICT NO. 13**

**UNDER ARTICLE 12-C OF TOWN LAW**

**WHEREAS**, on February 10, 2020, the Town Board of the Town of Stafford duly adopted a resolution directing the CPL Team Engineers, P.C., to supervise the preparation of a general plan, report and map for providing water improvements (water mains, fire hydrants, and all related equipment) in portions of the Town of Stafford, said area to be known as the Stafford Water Benefit District No. 13; and

**WHEREAS**, the proposed water benefit district will include approximately 350 linear feet of 8 inch diameter ductile iron pipe water main and will serve 3 units not currently served with public water. Water services consisting of 1 inch minimum Type K cooper tubing will be provided to improved residential units at the road right of way line. The water distribution system will also include the normal appurtenances, such as line valves, fire hydrants, air release valves, blow-off valves and related items. The water distribution system will be constructed in one phase/contract and will be installed within, or alongside of, the road right of ways within the proposed water benefit district that do not have public water; and

**WHEREAS**, on February 10,2020, the Town Engineer duly filed said plan, report and map in the Office of the Town Clerk of the Town of Stafford; and the Town Board did, on February 10, 2020, duly adopt an order reciting the improvement area, the maximum amount proposed to be expended for the improvement, the proposed method of financing to be employed, the proposed method of apportioning the costs of said improvement, the fact that a plan, map and report describing the same are on file in the Town Clerk's Office for public inspection, and specifying that said Town Board shall meet at the Stafford Town Hall in the Town of Stafford, New York on the 9 day of March, 2020, at 7 P.M. for the purpose of conducting a public hearing on such proposal to provide such improvement and to hear all persons interested in the subject thereof; and

**WHEREAS**, such order was duly posted and published as required by law; and

**WHEREAS**, a hearing in the matter was duly held by the Board on the March 9, 2020, commencing at 7 P.M. at the Stafford Town Hall and considerable discussion upon the matter having been had and all persons desiring to be heard having been duly heard;

**NOW, THEREFORE**, upon the evidence obtained by the Town Board at the March 9, 2020 public hearing and upon all other information obtained and reviewed by the Board, it is hereby

**RESOLVED AND DETERMINED** that the notice of hearing was published and posted as required by law and is otherwise sufficient; and be it further

**RESOLVED AND DETERMINED** that it is in the public interest to provide for the water benefit district above described; and it is further

**RESOLVED AND DETERMINED** the boundaries of the area within the Town of Stafford being benefitted by said water benefit district are set forth in Schedule A attached hereto and incorporated herein by reference; and be it further

**RESOLVED AND DETERMINED**, that the maximum amount proposed to be expended for such water improvement (including the cost of construction, easements, engineering fees, legal fees and financing fees) is Fifty Thousand Dollars (\$50,000.00); and be it further

**RESOLVED AND DETERMINED**, that the costs of the proposed water benefit district shall be financed through the Town of Stafford for a period not to exceed twenty (20) years at an interest rate of 1.35%; and be it further

**RESOLVED AND DETERMINED** that the costs of said water improvement be apportioned paid as follows:

Annual Debt Service (20 years at 1.35%)	\$3,000.00
Estimated Debt Service/Unit (3.0 Units)	\$1,000.00
Estimated Annual Water Cost	\$294.27
Total Estimated Cost Per Unit	\$1,294.27
Total Estimated Cost Per Unit (Rounded)	\$1,295.00

**RESOLVED**, that within ten (10) days after the adoption of this resolution the Town Clerk shall file a certified copy of this resolution in the Genesee County Clerk's Office.

**Motion** Councilman

**Seconded** Councilman

**Roll Call Vote** Councilman Donald Mullen  
Councilman Ronald Panek  
Councilman James Duysen  
Councilman Robert Pacer  
Supervisor Robert Clement

**CERTIFICATION OF ORDER**

Attached hereto is a true and correct copy of a copy of Resolution No. 15 Dated February 10, 2020. Enacted by the Town Board of Stafford on February 10, 2020. Which Order is entered in the minutes of said Town Board Meeting.

{ SEAL }

Julie A. Scheuerlein

Julie A. Scheuerlein

Town Clerk, Town of Stafford

**Resolution No. 18 RESOLUTION Increasing 2019 Budgetary Line items Insurance Recovery Funds** for\$ 15,116.00 damage from accident

**Motion by** Councilman Donald Mullen      **Seconded by** Councilman Ronald Panek

**ROLL CALL VOTE** Councilman Donald Mullen-aye  
Councilman Donald Mullen-aye  
Councilman Ronald Panek-aye  
Councilman James Duysen-aye

Councilman Robert Pacer- absent  
Supervisor Robert Clement- aye

**Resolution No 19 Authorizing Budget Transfers for 2019**

**Motion by** Councilman Ronald Panek

**Seconded by** Councilman Donald Mullen

**ROLL CALL VOTE**

Councilman Donald Mullen-aye

Councilman Ronald Panek-aye

Councilman James Duyssen-aye

Councilman Robert Pacer-absent

Supervisor Robert Clement-aye

**Carried**

**CERTIFICATION OF ORDER**

Attached hereto is a true and correct copy of a copy of Resolution No. 19 Dated February 10, 2020. Enacted by the Town Board of Stafford on February 10, 2020. Which Order is entered in the minutes of said Town Board Meeting.

{ SEAL }

Julie A. Scheuerlein

Julie A. Scheuerlein

Town Clerk, Town of Stafford

**Resolution No 19 Authorizing Budget Transfers for 2019**

**February 10,2020**

**AUTHORIZING BUDGET TRANSFERS FOR 2019**

**RESOLVED**, the Stafford Town Board hereby authorizes the following Budget Transfers:

**General Fund:**

From Amount To

A1110.13	150.00	A1110.14
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A1220.13	806.00	A1220.4
A1410.2	1300.00	A1320.4
A1410.12	328.00	A1320.4
A1355.2	400.00	A1355.4
A1410.12	337.00	A1355.4
A1410.12	2.00	A1355.43
A1420.41	1600.00	A1420.42
A1620.4	1591.00	A1670.4
A1110.13	67.00	A5010.4
A1110.13	609.00	A7020.1
A1110.13	668.00	A7020.4
A1110.13	125.00	A7110.4
A1110.13	1210.00	A7140.1
A1110.13	3034.00	A7140.4
A1110.13	2835.00	A8040.1
A8810.45	1000.00	A8810.42
A8810.1	250.00	A8810.4
A9010.8	1263.00	A9040.8
A1110.13	161.00	A8020.4
A1110.13	550.00	A8040.4
A9060.81	15951.00	A5132.4
A9060.8	6000.00	A5182.4
A9060.81	818.00	A5182.4
A9060.81	857.00	A9055.8

**Highway Fund:**

From	Amount	To
DA5142.1	5026.00	DA5110.1
DA5142.4	8305.00	DA5110.4
DA5142.4	12626.00	DA5130.4
DA5142.1	810.00	DA5130.4
DA9030.8	2026.00	DA9010.8
DA9060.8	2568.00	DA9010.8
DA5140.1	1645.00	DA9010.8
DA9055.8	1.00	DA9060.81
DA5130.2	17345.00	DA5110.4
DA5142.1	7238.00	DA5110.4

**Motion** made by Councilman Ronald Panek

**Seconded** by Councilman Donald Mullen

**Roll Call Vote:** Councilman Donald Mullen-aye

Councilman Ronald Panek-aye

Councilman James Duyssen- aye

Councilman Robert Pacer- absent

Carried

**CERTIFICATION OF ORDER**

Attached hereto is a true and correct copy of a copy of Resolution No. 19 Dated February 10, 2020. Enacted by the Town Board of Stafford on February 10, 2020. Which Order is entered in the minutes of said Town Board Meeting.

{ SEAL }

Julie A. Scheuerlein

Julie A. Scheuerlein

**Resolution No. 20 RFP Sprinkler System for Highway Garage**

**Motion by** Councilman Donald Mullen      **Seconded by** Councilman Ronald Panek

**ROLL CALL VOTE**

- Councilman Donald Mullen-aye
- Councilman Ronald Panek-aye
- Councilman James Duyssen-aye
- Councilman Robert Pacer-absent
- Supervisor Robert Clement-aye

**Carried** Aye-4      Absent-1

**RESOLUTION NO 21 Resolution Increasing 2019 Budget Line Items for Sale of Equipment for the Stafford Highway Department**

**Motion by** Councilman Ronald Panek      **Seconded by** Councilman Donald Mullen

**ROLL CALL VOTE**

- Councilman Donald Mullen-aye
- Councilman Ronald Panek-aye
- Councilman James Duyssen-aye
- Councilman Robert Pace-absent
- Supervisor Robert Clement-aye

**Carried**                      Aye-4                      Absent-1

**RESOLUTION NO 23**   **Stafford Town Board approves the Highway Department to purchase a pickup truck for the traffic control and its needs.**

**Motion by** Councilman

**Seconded by** Councilman

**ROLL CALL VOTE**

Councilman Donald Mullen

Councilman Ronald Panek

Councilman James Duyssen

Councilman Robert Pace

Supervisor Robert Clement

**Resolution No. 24 Surplus Equipment for the Town use and should be sold at auction and deleted form inventory**

**Motion by** Councilman Donald Mullen

**Seconded by** Councilman James Duyssen

**ROLL CALL VOTE**

Councilman Donald Mullen-aye

Councilman Ronald Panek-aye

Councilman James Duyssen-aye

Councilman Robert Pacer-absent

Supervisor Robert Clement- aye

**Carried**

Aye-4

Absent-1

**SCHEDULE A**

**TOWN OF STAFFORD**

**WATER BENEFIT DISTRICT No. 13**

All that tract or parcel of land situate in the Town of Stafford, County of Genesee, State of New York, being described as follows:

Beginning at a point, being on the center line of Ivison Road (49.5 feet wide right-of-way) at the intersection with the northerly Municipal Boundary Line of the Town of Stafford and the southerly Municipal Boundary Line of the Town of Byron; thence,

1. Easterly, along the northerly Municipal Boundary Line of Town of Stafford and the northerly line of tax account number 2.-2-7.2, a distance of 250 feet, more or less, to the northeasterly corner of tax account number 2.-2-7.2; thence,
2. Southerly, along the easterly lines of tax account numbers 2.-2-7.2, 2.-2-7.12, and 2.-2-7.112, a distance of 315 feet, more or less, to the southeasterly corner of tax account number 2.-2-7.112; thence,
3. Westerly, along the southerly line of tax account number 2.-2-7.112, a distance of 250 feet, more or less, to the center line of Ivison Road; thence,
4. Northerly, along the center line of Ivison Road, a distance of 315 feet, more or less, to the northerly Municipal Boundary Line of the Town of Stafford, and the point of beginning.

The proposed Town of Stafford Water Benefit District No. 13, as described above, contains approximately 1.81 acres of land.

All as shown on a map prepared by CPL, entitled "Proposed Water Benefit District Map, Town of Stafford Water Benefit District No. 13", dated December 12, 2019.

READ by Supervisor Robert Clement

**Bruce Scofield:** Special use permit, requesting increase of tonnage

- History of Scofield business in the Town of Stafford
- Schedule Public Hearing Scheduled for March 9, 2020 at 7:15
- Approval of DEC, will bring report when completed

**-Supervisor Clement to sign New York Gaming Commission, Division of Charitable Gaming, GC-RCF: Raffle Consent form.**

Signed form and sent to New York State Gaming Commission

**- Supervisor Clement to sign Water District Authority short environmental assessment form**

Signed environmental assessment form

**-Supervisor Robert Clement to sign Monroe County Water Authority extension of water mains and appurtenances**

Will sign after the public meeting on March 9, 2020

**-Set public hearing for Water District #13**

Set and published for March 9, 2020 at 7:15pm

**Communications:**

- Under Sherriff re-number homes on Seven Springs Road
- Nathan Merritt complaint on tree cut down on neighbor's property - Quentin Call and was done with owners' approval. Nathan Merritt did not show.
- Man Ronald Panek set up another workshop for March 16, 2020 at 7:00pm

**GENERAL FUND \$129,435.91**

**Motion** by Councilman James Duysen

**Seconded** by Councilman Donald Mullen

All Ayed

**Carried**

**HIGHWAY \$ 42,651.32**

**Motion** by Councilman James Duysen

**Seconded** by Councilman Ronald Panek

All Ayed

**Carried**

**WATER FUND** \$ 27,584.80

**Motion** by Councilman James Duysen

**Seconded** by Councilman James Duysen

All Ayed

**Carried**