

**MINUTES** of the **Meeting** of the Pembroke Town Board held on **February 13<sup>th</sup>, 2020** at the Pembroke Town Hall, 1145 Main Road, Corfu, New York.

**PRESENT:** Thomas Schneider, Supervisor  
Edward G. Arnold, Jr., Deputy Supervisor  
Kathleen Manne, Councilwoman  
K. Warren, Clark, Councilman  
Thomas Dix, Councilman

**ABSENT:** Stephen Stocking, Highway Superintendent

**OTHERS PRESENT:** Nicole M. Begin; Town Clerk; James Wolbert, Zoning.

Supervisor Schneider led the pledge of allegiance, prayer & called the meeting to order at 6:30 P.M.

**PUBLIC PARTICIPATION** ~ None

### **APPROVAL OF MINUTES**

On **MOTION** of Councilman Dix, seconded by Councilman Clark, to approve the minutes of the meetings of January 2<sup>nd</sup> and January 23<sup>rd</sup>, 2020.

ALL AYES - MOTION CARRIED.

### **DEPARTMENT REPORTS**

**ASSESSOR** – Tina McQuillen

- Report received and filed. Tina has been working Fridays. There will need to be a Local Law passed to change the date for Grievance Day hearings.

**ZONING & CODES ENFORCEMENT** – Jim Wolbert

- Report received and filed.
- Jim reported on the activity in the zoning department. He has issued several building permits, closed out seventeen permits and has done twenty-five inspections. Mr. Wolbert also sent out letters for fire and maintenance inspections.

**HIGHWAY** – Stephen Stocking

- Supervisor Schneider said that Superintendent Stocking would like to trade the loader in for a new model. If the Town continues to trade on a two-year cycle, we will save money over time.
- The roof on the cold storage building is going to be replaced. The Town accepted a proposal from Chittenden and Dylag in late 2019. Since then the price of material has increased. There is a resolution proposed for the increase in cost.
- The salt barn is about ¼ full.

**TOWN CLERK** – Nicole M. Begin

- Monthly report submitted and filed.
- Mrs. Begin is putting together a newsletter for the website and asked the board to think about possibly starting a Facebook page to keep residents informed.

**PLANNING BOARD – James Uebelhoer**

- Supervisor Schneider said that the Planning Board had no meeting in January but will hear three land separations in February.

**ZONING BOARD OF APPEALS – Terrance Daniel**

- Nothing to report as there were no meetings in November, December or January.

**JUSTICE – David O’Connor & Edwin F. Mileham, Jr.**

- The January 2020 monthly reports are submitted. Fines and fess totaled \$36,667.00. The NYS Comptroller will bill for their share.

**SUPERVISOR**

- Mr. Schneider took the code enforcement training.

**OLD BUSINESS**

1. Water & Sewer – Mr. Schneider met with Darien Lake because they want to connect to the sewer line. The Town of Darien has also expressed interest.
2. Community Center alarm issues have been corrected. CO detector reached end of life
3. Mr. Schneider reached out to Titan Construction for a quote on options for dugouts at the town park to see how they compare in price to a previous quote the Town received.

**NEW BUSINESS**

1. Bank of Castile new online banking portal has been successfully switched over.
2. Ed Fauth had the inmates wax and seal the Community Center Kitchen floor.
3. We received the JCAP Grant for the Town Court of \$5,353.84.
4. New York State has adopted the 2020 Building and Fire Codes, effective date is May 12<sup>th</sup>, 2020. We’ll need to order new code books approximate cost is \$800.00
5. Court Revenue after expenses were down slightly year to year
6. Mr. Wolbert and Mr. Schneider are proposing some slight changes to the zoning fee schedule.
7. A reimaging needed to be done on the Zoning Clerks computer due to printing issues.

**COMMITTEE REPORTS**

Ed Arnold Jr. And Kathleen Manne met with Tompkins representative Joanne McInerney to review health insurance plans. They both recommend that the town stay with Univera. There will be a resolution at the next meeting.

Mr. Arnold met with Joe Teresi to review the Town insurance coverage.

Mrs. Manne has the Court Audit scheduled for March 13<sup>th</sup>, 2020.

The Town Board discussed the gas tanks and how we keep running out of fuel because more gas-powered busses are filling up each year. Mr. Stocking will check to see if NOCO can deliver more often and if here will be an additional cost to do so.

**RESOLUTIONS**

**RESOLUTION # 9 of 2020** - A Resolution of the Town Board of the Town of Pembroke Authorizing the adoption of the 2019 Genesee County, NY Hazard Mitigation Plan

**WHEREAS**, all jurisdictions within Genesee County have exposure to natural hazards that increase the risk to life, property, environment, and the County and local economy; and

**WHEREAS**, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long term risk to life and property; and

**WHEREAS**, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

**WHEREAS**, a coalition of Genesee County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Genesee County; and

**WHEREAS**, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy; **NOW, THEREFORE, BE IT**

**RESOLVED** that the Town of Pembroke:

- 1) Adopts in its entirety, the 2019 Genesee County Hazard Mitigation Plan (the “Plan”) as the jurisdiction’s Hazard Mitigation Plan and resolves to execute the actions identified in the plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Hazard Mitigation Steering Committee and Planning Partnership as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

**Motion:** Councilman Arnold

**Second:** Councilman Dix

**Ayes:** Arnold, Manne, Dix, Clark, Schneider

**Nays:** None

**APPROVED by: Unanimous vote (5-0)**

**RESOLUTION # 10 of 2020 – Contract Renewal - PestRx**

**RESOLVED**, the Town of Pembroke Town Board, authorizes the Town of Pembroke Supervisor to enter into a renewal contract, for 2020, with Pest Rx, 4752 Shisler Rd., Clarence NY 14031 for the scheduled pest control at the Town Hall located at 1145 Main Rd., Corfu, NY 14036, and the Community Center located at 116 E. Main St. Corfu, NY 14036, for a cost not to exceed \$900.00.

**Motion:** Councilman Arnold

**Second:** Councilman Clark

**Ayes:** Arnold, Manne, Dix, Clark, Schneider

**Nays:** None

**APPROVED by: Unanimous vote (5-0)**

**RESOLUTION # 11 of 2020 – Authorize trade/purchase of Loader**

**WHEREAS**, the loader that was purchased in 2018 is on a 2-year trade cycle and

**WHEREAS**, Superintendent Stocking requested to trade in the 2018 John Deere 644K loader and purchase a new model, 2020 John Deere loader **NOW, THEREFORE, BE IT**

**RESOLVED**, that the Highway Superintendent be authorized to trade the 2018 John Deere 644K loader for \$199,509.64 and purchase a 2020 John Deere loader t from John Deere (state contract NYS OGC PC67075), for a purchase price of \$36,976.00 and **BE IT FURTHER**

**RESOLVED**, that 2020 Budget Line DA5130.2E will be increased from the unexpended fund balance to cover the purchase.

**Motion:** Councilman Arnold

**Second:** Councilman Dix

**Ayes:** Arnold, Manne, Dix, Clark, Schneider

**Nays:** None

**APPROVED by: Unanimous vote (5-0)**

**RESOLUTION # 12 of 2020 – GCEDC Annual meeting & luncheon attendance**

**WHEREAS** The GCEDC holds an annual meeting and luncheon for municipal officers in Batavia, NY for a cost of \$25.00 per person and

**WHEREAS** monies for this annual meeting and luncheon are in the 2020 budget: **NOW, THEREFORE, BE IT**

**RESOLVED** that the Town Board grants permission for Supervisor Thomas Schneider, Zoning Officer James Wolbert and Planning Board Chairman James Uebelhoer to attend the above-mentioned annual meeting and luncheon on Friday March 6<sup>th</sup> from 11am to 2 pm.

**Motion:** Councilwoman Manne  
**Second:** Councilman Arnold  
**Ayes:** Arnold, Manne, Dix, Clark, Schneider  
**Nays:** None  
**APPROVED by: Unanimous vote (5-0)**

**RESOLUTION # 13 of 2020 – NYS Town Clerks Conference Attendance**

**WHEREAS** Town Clerk Nicole M. Begin, is requesting permission to attend the New York State Town Clerks Conference April 26th to April 29th, 2020 in Albany, NY; and

**WHEREAS** monies for this Educational Conference are in the 2020 budget: **NOW, THEREFORE, BE IT**

**RESOLVED** that the Town Board grants permission to Nicole M. Begin, Town Clerk, to attend the above-mentioned Educational Conference.

**Motion:** Councilwoman Manne  
**Second:** Councilman Clark  
**Ayes:** Arnold, Manne, Dix, Clark, Schneider  
**Nays:** None  
**APPROVED by: Unanimous vote (5-0)**

**RESOLUTION # 14 of 2020 – 2020 Budget Amendment – JCAP Grant**

**RESOLVED**, that the Town Board authorizes the Town Supervisor to make the following 2020 Budget amendments for the JCAP Grant received:

<u>Revenues</u>		<u>Increase</u>
A3389	OTHER PUBLIC SAFETY-JCAP GRANT	5,353.84
<u>Expenditures</u>		<u>Increase</u>
A1110.45	CONTRACTUAL-JCAP	5,353.84

**Motion:** Councilman Arnold  
**Second:** Councilman Dix  
**Ayes:** Arnold, Manne, Dix, Clark, Schneider  
**Nays:** None  
**APPROVED by: Unanimous vote (5-0)**

**RESOLUTION # 15 of 2020 – Payment of Abstract**

**WHEREAS,** A request has been made to pay the normal operating expenses of the Town of Pembroke, and,

**WHEREAS,** these payments are within the normal scope of the 2020 working budget, and create no additional cost to the Town of Pembroke; **NOW, THEREFORE BE IT**

**RESOLVED,** That the Town of Pembroke hereby authorizes the Supervisor to make the appropriate payments contained within Abstract # 3 of 2020.

**Motion:** Councilman Clark  
**Second:** Councilman Dix  
**Ayes:** Arnold, Manne, Dix, Clark, Schneider  
**Nays:** None  
**APPROVED by: Unanimous vote (5-0)**

**RESOLUTION # 16 of 2020 – Quote increase Chittenden & Dylag – cold storage building roof**

**BE IT RESOLVED** that the Town Board approves the increase of \$2,000.00 for Chittenden & Dylag for the roof on the cold storage building to cover cost of materials.

**Motion:** Councilman Arnold  
**Second:** Supervisor Schneider  
**Ayes:** Arnold, Manne, Dix, Clark, Schneider  
**Nays:** None  
**APPROVED by: Unanimous vote (5-0)**

On **MOTION** of Supervisor Schneider, seconded by Councilman Dix to adjourn the meeting at 7:30 P.M. - ALL AYES – MOTION CARRIED.

Respectfully submitted,

Nicole M. Begin

Nicole M. Begin, Town Clerk