

MAY 9, 2011
ONTARIO TOWN BOARD MEETING

A regular meeting of the Ontario Town Board was called to order by Supervisor Kelsch at 7:00 p.m. in the Ontario Town Hall. Present were Supervisor Robert Kelsch, Council members: Jason Ruffell, Lori Eaton-Smith, Frank Robusto and Michael Melino, Superintendent of Highways Jerry Santangelo, Superintendent of Water Utilities Rodney Peets, Accountant Paul Liess, Library Director Sandra Hysten, Dog Control Officer Mark Plyter, Associate Attorney for the Town Amy Reichhart and Town Clerk Debra DeMinck.

Absent: Director of Recreation & Parks William Riddell, Building Inspector/Code Enforcement Officer Edward Collins and Sole Assessor Christine Luteyn

11 residents and visitors were present at portions of the meeting.

Mrs. Smith led the Pledge of Allegiance.

Approval of the Agenda – A motion was made by Mr. Ruffell, seconded by Mr. Melino, to **approve the agenda with one addition: under new business – a motion to add a contract for legal services with Hiscock & Barclay**. 5 Ayes 0 Nays MOTION CARRIED

Comments from the Public – Lori Ferguson, representing the Business Improvement District (BID), announced the second annual Main Street Clean Sweep that will be held on Saturday, May 21, 2011 from 2:00-4:00 p.m. She encouraged all to participate to get the neighborhood looking its best for the Memorial Day parade.

Approval of Minutes - Mr. Kelsch asked for approval of the minutes of the April 25, 2011 Town Board Meeting. A motion was made by Mrs. Smith, seconded by Mr. Ruffell, to **approve the minutes as presented**. 5 Ayes 0 Nays MOTION CARRIED

Correspondence – None

Attorney for the Town Report – The Town Attorney spoke with the county attorney regarding the Gullace tax settlement. The county and school attorneys have signed the paperwork and it is in the mail to the Town.

Department Head Reports -

Supervisor's Financial Statement – A motion was made by Mr. Kelsch, seconded by Mrs. Smith, to **accept the April 2011 Supervisor's Financial Statement as presented**. 5 Ayes 0 Nays MOTION CARRIED

Superintendent of Water Utilities – A motion was made by Mr. Robusto, seconded by Mrs. Smith, to **accept the April 2011 report as presented**. 5 Ayes 0 Nays MOTION CARRIED

Superintendent of Highways – A motion was made by Mr. Kelsch, seconded by Mr. Ruffell, to **accept the April 2011 report as presented**. 5 Ayes 0 Nays MOTION CARRIED

Building Inspector/Code Enforcement Officer – A motion was made by Mr. Ruffell, seconded by Mrs. Smith, to **accept the April 2011 report as presented**. 5 Ayes 0 Nays MOTION CARRIED

Sole Assessor – A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to **accept the April 2011 report as presented**. 5 Ayes 0 Nays MOTION CARRIED

Ontario Public Library - A motion was made by Mrs. Smith, seconded by Mr. Melino, to **accept the April 2011 Library report as presented**. 5 Ayes 0 Nays MOTION CARRIED

Ontario Town Court – A motion was made by Mr. Melino, seconded by Mr. Robusto, to **receive the April 2011 report as presented**. 5 Ayes 0 Nays MOTION CARRIED

Dog Control Officer – A motion was made by Mrs. Smith, seconded by Mr. Ruffell, to **accept the April 2011 report as presented**. 5 Ayes 0 Nays MOTION CARRIED

Economic Development Department - A motion was made by Mr. Robusto, seconded by Mrs. Smith, to **accept the April 2011 report as presented.** 5 Ayes 0 Nays MOTION CARRIED

Director of Recreation & Parks – A motion was made by Mrs. Smith, seconded by Mr. Ruffell, to **accept the April 2011 report as presented.** 5 Ayes 0 Nays MOTION CARRIED

New Business – A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to **authorize the Sole Assessor to purchase one HP Compaq 6000 pro ultra slim desktop with a 19” monitor and office software license for an amount not to exceed \$1,043.00, subject to Pam Grundman’s approval, as recommended by the Sole Assessor.** 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Ruffell, seconded by Mr. Melino, to **adopt a**

**RESOLUTION SETTING PUBLIC HEARING FOR COMMUNITY
DEVELOPMENT BLOCK GRANT PROJECTS**

WHEREAS, an advertised Public Hearing is necessary to fulfill citizen participation requirements of the Grant Application process (24 CFR570.486 and NYS’s Citizen Participation Plan) prior to the submission of any applications for Community Development Block Grant assistance in order to give citizens an opportunity to identify and discuss the community’s needs and priorities, including the needs of Low and Moderate Income persons, and to propose possible community development projects for inclusion in an application for funding under the New York State Community Development Block Grant Small Cities Program and

WHEREAS, The Town of Ontario may have an interest in filing applications for this program during the year 2011; now, therefore, be it

RESOLVED, that the Town Board hereby authorizes the Town Clerk to advertise and conduct this hearing; and be it further

RESOLVED, that the hearing be set for May 23, 2011 at 7 PM in the Town Offices located at 1850 Ridge Road, Ontario New York; and be it further

RESOLVED, that the Town Clerk is hereby directed to publish notice in the legal newspaper/sfor the Town for the first available publication. 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to **adopt a resolution proclaiming the week of May 15th as Emergency Services Week.**

EMS WEEK PROCLAMATION

To designate the Week of May 15, 2011, as Emergency Medical Services Week

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, I Robert J. Kelsch, Supervisor of the Town of Ontario in recognition of this event do hereby proclaim the week of May 15-21, 2011, as

EMERGENCY MEDICAL SERVICES WEEK

And further extend our sincere thanks and gratitude to Ontario Volunteer Emergency Squad, the Ontario Fire Department, the Union Hill Fire & Ambulance Department, the Wayne County Sheriff’s Office, the New York State Police and all those who support them. 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mrs. Smith, seconded by Mr. Ruffell, to **authorize the Town Board to surplus and send to auction one 2001 Chevy pick-up truck, vin #1GCEK14V81Z248263, as requested by the Director of Parks and Recreation in memo #PR06-2011. 5 Ayes 0 Nays MOTION CARRIED**

A motion was made by Mr. Ruffell, seconded by Mr. Melino, to **adopt the following updated and amended resolution:**

Be it Resolved, that the Town of Ontario hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York States and Local employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body.

And be it resolved, that the Ontario Town Board directs the Clerk of the Board to certify and file the appropriate paperwork with the New York State Employees' Retirement System and post said resolution on the website for the Town of Ontario, ontariotown.org, and on the bulletin board at the Ontario Town Hall for 30 days.

<u>Title</u>	<u>Name</u>	<u>Standard Work Day</u> (hrs/day)	<u>Term</u>	<u>Record of Time Worked (Y/N)</u>	<u>Days/Month</u> (based on record of activities)
<u>Elected Officials</u>					
Supervisor	Robert Kelsch	8	1/1/10-12/31/11	Y	23.75
Highway Supervisor	Jerry Santangelo	8	1/1/08-12/31/11	Y	43.52
Judge	Reginald Higgins	6	1/1/10-12/31/13	Y	22.15
Council Person	Lori Eaton-Smith	6	1/1/08-12/31/11	Y	10.11
Town Clerk	Debra DeMinck	8	1/1/08-12/31/11	Y	21.41
<u>Appointed Officials</u>					
Water Supervisor	Rodney Peets	8	1/1/10-12/31/11	Y	24
Building Inspector	Edward Collins	8	1/1/10-12/31/11	Y	21.67
Advisory Board Member	Lee Stramonine	6	1/1/08-12/31/12	Y	2.42
Director Parks & Rec	William Riddell	8	1/1/10-12/31/11	Y	22.33
Dog Control Officer	Mark Plyter	6	1/1/10-12/31/11	Y	7.29
<u>Title</u>	<u>Name</u>	<u>Standard Work Day</u> (hrs/day)	<u>Term</u>	<u>Record of Time Worked (Y/N)</u>	<u>Days/Month</u> (based on record of activities)
<u>Appointed Officials</u>					
Accountant	Paul Liess	8	1/1/10-12/31/11	Y	21.67
Clerk to Justices	Dawn Yantch	8	1/1/10-12/31/13	Y	22.23
Recreation Supervisor	Pam Grundman	8	1/1/10-12/31/11	Y	26.72
Advisory Board Member	Edward Newman	6	1/1/07-12/31/11	N	0

Asst. Rec Director	Kimberly Millard	8	1/1/10- 12/31/11	Y	25.38
Deputy Town Clerk	Carol Luety	8	1/1/08- 12/31/11	Y	21.53
Assessor	Christine Luteyn	8	10/1/07- 9/30/13	Y	22.19
Advisory Board Member	Donald Anderson	6	1/1/07- 12/31/11	N	0

On this 9th day of May, 2011 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Kelsch, seconded by Mrs. Smith, to **authorize the Supervisor to sign the contract for general legal services to be provided by Hiscock & Barclay LLP, with offices in Buffalo and Rochester, for a rate not to exceed \$240.00 per hour.** 5 Ayes 0 Nays MOTION CARRIED

Budget Transfers/Adjustments - None

Appointments/Resignations –A motion was made by Mr. Ruffell, seconded by Mr. Robusto, to **authorize the Town Clerk to fill the part time clerk position in the Town Clerk’s Office effective immediately at \$11.00 per hour with no benefits.** 5 Ayes 0 Nays MOTION CARRIED

Reports by Town Board Members – Mr. Kelsch announced the open house for the new Public Safety Building in Lyons, NY on June 8th has been changed to 5 p.m. to 8 p.m.

Mr. Ruffell would like Mr. Collins to put a proposal together to replace the lights in the Town Board meeting room. The proposal addressing the Town Hall’s space needs will be coming in the next few weeks.

Mr. Melino stated that your utility company will do an energy audit to possibly save money. Mr. Santangelo will give RG&E a call and have them do an audit of town lighting.

Mrs. Smith discussed the property owned on the east side of the harbor and would like to start utilizing it.

Approval of Claims - A motion was made by Mrs. Smith, seconded by Mr. Ruffell, to **approve the abstract of claims for May 9, 2011 including vouchers #939 through #1067 (938, 975-978 & 1010 used by accounting) with a grand total of \$86,040.49 and to authorize the Supervisor to issue payments for same.** 5 Ayes 0 Nays MOTION CARRIED

Comments from the Public – Mr. Switzer stated it is Municipal Clerk’s week and would like to recognize our Town Clerk, Deputy Town Clerk and staff.

He also thanked the highway department for the great job they did paving the parking lot at Casey Park. He spoke about consolidation of services with regard to paying tax bills anywhere in the county.

Mrs. Stark announced the ambulance base will hold an open house on May 21st from 12 noon to 3 p.m.

Adjourn - A motion was made by Mr. Robusto, seconded by Mr. Melino, to **adjourn at 8:19 p.m.** 5 Ayes 0 Nays MOTION CARRIED

Respectfully submitted,

Debra DeMinck
Ontario Town Clerk

The above minutes will become official upon approval of the town board.