NOVEMBER 13, 2018
ONTARIO TOWN BOARD MEETING

A special meeting of the Ontario Town Board was called to order by Supervisor Frank Robusto at 6:15 p.m. in the Ontario Town Hall. Present were Supervisor Robusto, Council members: Joseph Catalano, Richard Leszyk, Scott TeWinkle, Jason Ruffell and Water Superintendent Adam Cummings.

A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to enter into an Executive Session at 6:15 p.m. for IT Security. 5 Ayes 0 Nays MOTION CARRIED

A regular meeting of the Ontario Town Board was called to order by Supervisor Frank Robusto at 7:01 p.m. in the Ontario Town Hall. Present were Supervisor Robusto, Council members: Joseph Catalano, Richard Leszyk, Scott TeWinkle, Jason Ruffell, Superintendent of Highways Marilee Stollery, Code Enforcement Officer Brian Smith, Town Engineer/Water Superintendent Adam Cummings, Accountant Linda Yancey (entered 7:05), Assessor Melissa Halstead and Town Clerk Debra DeMinck.

Absent: Library Director Sandra Hylen and Director of Recreation & Parks William Riddell

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

Mr. Ruffell led the Pledge of Allegiance.

Approval of the Agenda – A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to approve the agenda as presented. 5 Ayes 0 Nays MOTION CARRIED

Comments from the Public – General comments were received.

Approval of Minutes - Mr. Robusto asked for approval of the minutes of the October 22, 2018 Town Board Meeting. A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to approve the minutes as presented. 5 Ayes 0 Nays MOTION CARRIED

Correspondence – The Town Clerk announced she has registration and hotel information on the 2019 Annual Meeting and Training School in New York City in February. A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to accept and file the correspondence. 5 Ayes 0 Nays MOTION CARRIED

Department Head Reports -
Town Clerk – a motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to receive the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Superintendent of Water Utilities/Town Engineer – A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to accept the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Superintendent of Highways – A motion was made by Mr. Leszyk, seconded by Mr. TeWinkle, to accept the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Code Enforcement Officer – A motion was made by Mr. TeWinkle, seconded by Mr. Ruffell, to accept the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Sole Assessor – A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to accept the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Ontario Town Court – No report

Director of Recreation & Parks – No report
Economic Development Department – No report

Watershed Management Advisory Council – A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to accept the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Animal Control Officer – A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to accept the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Library – A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to accept the October 2018 report as presented. 5 Ayes 0 Nays MOTION CARRIED

Supervisor’s Financial Statement – A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to accept the October 2018 Supervisor’s Financial Statement as presented. 5 Ayes 0 Nays MOTION CARRIED

New Business – A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to authorize the Ontario Town Board Members to sign Letters of Recognition for Autumn Cieplinski, Gold Award with Troop 40978, Madilyn Mudge, Grace Mozier, Hannah Starks and Caitlin Protz, Silver Award with Troop 40633. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to approve the 2019 Town of Ontario Salaried, Hourly and Monthly pay schedules as presented. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Robusto, seconded by Mr. Leszyk, to adopt the 2019 budget with the following changes:
- OVES from $15,000 to $20,000
- Landfill Account to $20,000
- Salary of Highway Superintendent $73,000

Board members had a brief discussion regarding salary increases, department head increases and putting money into accounts for specific needs. They all agreed it is a good budget.
5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to adopt the following:

THE DEDICATION OF A PARCEL OF LAND FOR HIGHWAY PURPOSES
OF THE CENTENNIAL VILLAGE 18 DEVELOPMENT,

WHEREAS, Gerber Homes, Inc., by “Offer of Dedication of Land for Public Highway Purposes”, dated October 23, 2018, has offered to dedicate certain lands in the Town of Ontario, Wayne County, New York consisting of an extension of the existing “Holly Creek Drive” together with a “Future Road”, as shown as shown on Final Plans of Centennial Village Subdivision Section 18 – Holly Creek Drive, prepared by Kreiling Associates on October 15, 2004, and such Offer has been presented to the Town Board of the Town of Ontario, and it appearing therefrom to the satisfaction of the Town Board that the lands so offered for dedication have been and are properly surveyed and mapped and should be accepted as Lands of said Town, and that all claims for damage have been properly released;

NOW, on Motion duly made and seconded, it was
RESOLVED, that the Town Board of the Town of Ontario does hereby consent that the aforesaid land, located in the Town of Ontario, Wayne County, New York, and as more particularly described as set forth on “Schedule A” hereof, be accepted in dedication for highway purposes; and be it further
RESOLVED, that any taxes that are currently due or will become due on said parcel of land, as a result of the assessment roll in effect at the time of this acceptance, shall be the responsibility of the grantor dedicating the parcel of land to the Town.
5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Ruffell, seconded by Mr. Catalano, to authorize Water Treatment Plant Phone and Internet upgrades from NFP Telecom for an amount not to exceed $7,800 from budget codes F8330.4
and F8340.4 as requested by the Superintendent of Water Utilities in a memo dated October 28, 2018. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to adopt the following:

The Authorization to Release Requests for Proposals for a “Maintenance Asset Management Program” for the Ridge Road Water Storage Tank

WHEREAS, the Town’s Superintendent of Water Utilities has reviewed a “Condition Assessment Report” (“Report”) regarding the Town’s Water Storage Tank located at 1809 Ridge Road, Ontario, New York; and

WHEREAS, following review of such Report, it is the recommendation of the Superintendent of Water Utilities that there is an immediate need to enter into a “Maintenance Asset Management Program” (“Program”) contract with a qualified company to perform interior and exterior maintenance and repairs on such Water Storage Tank; and

WHEREAS, the Town Board has carefully reviewed the proposed “Request for Proposals”, RFP #11302018” prepared by the Superintendent of Water Utilities (“RFP”), attached hereto; and

WHEREAS, the Town Board has given this matter due deliberation and consideration

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Superintendent of Water Utilities be and he is hereby authorized to release the aforesaid RFP for a Program for the Town’s Ridge Road Water Storage Tank, with all proposals for such Program to be received, by the Town Clerk, on or before November 30, 2018; and it is

FURTHER RESOLVED, that, following receipt of all proposals for the Program, as aforesaid, the entry into a Contract for such Program shall be upon further Resolution of this Board. 5 Ayes 0 Nays RESOLUTION ADOPTED

A motion was made by Mr. Leszyk, seconded by Mr. TeWinkle, to authorize the Water Utilities Superintendent to post for a 2nd Shift Water Treatment Plant Operator. The hours will be 3 p.m. through 11:00 p.m. from fund F8330.1. It will be posted internally for two weeks and will enable inquiries with the Civil Service Eligible list. 5 Ayes 0 Nays MOTION CARRIED

A motion was made by Mr. Ruffell, seconded by Mr. Catalano, to approve the 2019 Town of Ontario Holiday Schedule as presented. 5 Ayes 0 Nays MOTION CARRIED

Reports by Town Board Members – Mr. Leszyk gave a verbal report for the Justice Court. They are actively working on the JCAP award.

Mr. TeWinkle announced the Parks and Recreation newsletter is on Facebook and Santa’s Sleigh starts November 29th.

Mr. Catalano stated that audience participation is very important and board members are listening to comments and they try to address issues.

He also mentioned he attended a class on solar energy and gave a book to the Assessor and the Code Enforcement Officer.

Mr. Robusto announced there will be two meetings in December, the 10th and 17th. The 24th is cancelled due to the Christmas Holiday and he will get three signatures on the abstract of claims that is due that week so vendors can be paid.

Comments from the Public – General comments were received.

A motion was made by Mr. Ruffell, seconded by Mr. TeWinkle, to reinstate Robert Graham as the maintenance mechanic for the Town of Ontario retroactive to November 1, 2018 and to rescind his resignation letter dated October 29, 2018. 5 Ayes 0 Nays MOTION CARRIED
Approval of Claims - A motion was made by Mr. Ruffell, seconded by Mr. Catalano, to approve the abstract of claims for November 13, 2018 including vouchers #3059 through #3263 (3059, 3061, 3118, 3137-3138, 3148-3152 and 3171 used by the Business Office) with a grand total of $128,675.61 and to authorize the Supervisor to issue payments for same. 5 Ayes 0 Nays MOTION CARRIED.

Executive Session - A motion was made by Mr. Robusto, seconded by Mr. Ruffell, to move into an executive session at 8:55 p.m. for IT Security and a personnel matter leading to said dismissal, removal, promotion, appointment, employment, discipline, demotion or suspension of a particular person. 5 Ayes 0 Nays MOTION CARRIED.

Reconvene – 9:57 p.m.

Adjourn - A motion was made by Mr. Ruffell, seconded by Mr. Leszyk, to adjourn at 9:58 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.