

A regular meeting of the Town Board of the Town of Sweden was held at the Town Hall, 18 State Street, Brockport, New York, on Tuesday, December 8, 2020.

Town Board Members present were Supervisor Kevin G. Johnson, Councilperson Robert Muesebeck, Councilperson Patricia Hayles, Councilperson Rhonda Humby. Councilperson Randall Hoke listened in via phone but did not vote. Also present were Finance Director Leisa Strabel, Town Attorney Jim Bell, Superintendent of Highways Brian Ingraham, and Town Clerk Karen Sweeting.

Visitor present was Ann Baltz.

Supervisor Johnson called the meeting to order at 6:12 p.m. due to technical difficulties and asked everyone present to say the Pledge to the Flag and remain standing for a moment of silence to honor our fighting men and women around the world, our first responders, and those who are working hard to treat those with COVID.

PRIVILEGE OF THE FLOOR:

No comments.

CORRESPONDENCE:

1. Ellen Sweeting in support of the proposed Gary Drive Extension project.
2. John and Sandra Cassin in support of a one-way concept for the proposed Gary Drive Extension project and thank you for efforts regarding water advisory.

REPORTS OF DEPARTMENTS AND BOARD MEMBERS:

Reports will be given December 29, 2020.

CONSENT AGENDA ITEMS:

Councilperson Muesebeck made a motion that was seconded by Councilperson Hayles to approve **all** Consent Agenda items as listed below.

VOTE BY ROLL CALL:

Councilperson Hayles	<u>Aye</u>
Councilperson Hoke	<u>Abstain</u>
Councilperson Humby	<u>Aye</u>
Councilperson Muesebeck	<u>Aye</u>
Supervisor Johnson	<u>Aye</u>

ADOPTED

- RESOLUTION NO. 145 Authorize Bids for Lake and Redman Road Water District

WHEREAS, the Town Engineer, MRB Group, has prepared specifications and bid packages for all work pertaining to the construction and installation of water mains and appurtenances for the Lake and Redman Road Water District.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden hereby authorizes the bidding of the Lake and Redman Road Water District construction and installation as per specifications prepared by the Town Engineer.
- Sec. 2. That a bid notice will be advertised as required by law and USDA Rural Development requirements.
- Sec. 3. That the Town Board of the Town of Sweden reserves the right to reject any and all bids.
- Sec. 4. That this resolution shall take effect immediately.

- RESOLUTION NO. 146 Adding Late Fees for Dog Licensing

WHEREAS, the Town Board, as stated in Chapter 84 of the Sweden Town Code, shall establish fees by resolution for dog licensing and control; and

WHEREAS, the Town Board has determined that dog licensing is an important public health tool in combating the spread of rabies; and

WHEREAS, many dog licenses are not being renewed in a timely manner increasing the chances that rabies vaccines are not being updated in a timely manner; and

WHEREAS, a monetary consequence in the form of a late fee may induce dog owners to renew licenses and vaccinations in a more timely manner, thereby protecting the public against the spread of rabies.

NOW THEREFORE BE IT RESOLVED:

- Sec. 1 That the Town Board of the Town of Sweden hereby adds late fees to dog licensing fees pursuant to Article II, Chapter 84 of the Sweden Town Code: Five dollars (\$5) per dog per month for every month the license is late.
- Sec. 2. That in addition to the late fees, the Town may issue an appearance ticket to a local municipal court to the owner of any dog that remains unlicensed after a reasonable time.
- Sec. 3. That the late fees will go into effect for dog licenses that renew beginning January 1, 2021.

- RESOLUTION NO. 147 Approval of Regular Town Board Meetings for 2021

WHEREAS, the Town Clerk is directed to advertise in the official Town newspaper the regular Town Board meetings for 2021.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the dates for Town Board meetings for 2021 be approved as listed below:

*January 4, 2021 @ 6 PM (Monday)	
January 12, 2021 @ 6 PM	July 27, 2021 @ 6 PM
January 26, 2021 @ 6 PM	

	August 24, 2021 @ 6 PM
February 9, 2021 @ 6 PM	
February 23, 2021 @ 6 PM	
March 9, 2021 @ 6 PM	September 14, 2021 @ 6 PM
March 23, 2021 @ 6 PM	September 28, 2021 @ 6 PM
April 13, 2021 @ 6 PM	October 12, 2021 @ 6 PM
April 27, 2021 @ 6 PM	October 26, 2021 @ 6 PM
May 11, 2021 @ 6 PM	November 9, 2021 @ 6 PM
May 25, 2021 @ 6 PM	November 23, 2021 @ 6 PM
June 22, 2021 @ 6 PM	December 14, 2021 @ 6 PM
	December 29, 2021 @ 6 PM

Sec. 2 That Town Board workshops will be held on the first Tuesday of each month except for the month of January when there will be no scheduled workshop; and the month of November which shall be the third Tuesday due to election day.

Sec. 3. That this resolution shall take effect immediately.

- RESOLUTION NO. 148 Appoint Seasonal Laborer – Hess

WHEREAS, there is a need for an additional seasonal laborer for Town of Sweden-owned parking lot snow plowing.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby appoint Dennis Hess as a seasonal laborer for Town of Sweden-owned parking lot snow operations on an as-needed basis beginning on or after December 8, 2020 and ceasing on or before April 9, 2020.

Sec. 2. That the appointment does not constitute an offer of permanent employment or any benefits that are normally attached to permanent appointments.

Sec. 3. That the rate of pay will be \$15.00 per hour.

Sec. 4. That this resolution shall take effect immediately.

- RESOLUTION NO. 149 Authorizing Additional Sums To Be Deposited in Capital Reserve - Buildings Reserve Fund

WHEREAS, the Town of Sweden owns municipal buildings at 18 State Street, 133 State Street, 40 White Road, 4927 Lake Road, 4988 Lake Road and 4745 Redman Road; and

WHEREAS, from time to time a major repair project may arise that has not been identified in the Town’s annual budget; and

WHEREAS, the Town established a Buildings Reserve Fund on November 23, 2004 to fund said building repair projects; and

WHEREAS, the Town of Sweden desires to appropriate additional sums to become part of the reserve fund from time to time.

NOW THEREFORE BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the general fund to the Buildings Reserve Fund the sum of \$125,000.

Sec. 2. That this resolution shall take effect immediately.

- RESOLUTION NO. 150 Authorizing Additional Sums to be Deposited in Capital Reserve Parks and Recreation Reserve

WHEREAS, the Town Board of the Town of Sweden did heretofore authorize the establishment and collection of a parks and recreation fee at the time of the issuance of each new certificate of occupancy for new construction within the Town of Sweden; and

WHEREAS, the Town Board established a capital reserve fund for the purpose of the maintenance, investment and expenditure of such funds.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the general fund to the Parks and Recreation Reserve, \$22,000, the parks and recreation fee collected and recorded in the Budget Year 2020.

Sec. 2. That this resolution shall take effect immediately.

- RESOLUTION NO. 151 Authorizing Additional Sums to be Deposited in Capital Reserve - Highway Equipment

WHEREAS, the Town of Sweden maintains a fleet of trucks and other heavy equipment in order to maintain its roadways; and

WHEREAS, the Town Board established a highway equipment reserve fund on December 13, 2005; and

WHEREAS, the Town Board desires to appropriate additional sums to become part of the reserve fund from time to time.

NOW THEREFORE BE IT RESOLVED:

Sec. 1. That the Supervisor is directed to transfer from the highway town outside fund to the Highway Equipment Reserve Fund the sum of \$100,000.00.

Sec. 2. That this resolution shall take effect immediately.

- RESOLUTION NO. 152 Authorizing Additional Sums To Be Deposited in Capital Reserve - Information Technology Reserve Fund

WHEREAS, the Town established an Information Technology Reserve Fund on October 25, 2011 to finance the purchase of information technology, including both software and hardware; and

WHEREAS, the Town of Sweden desires to appropriate additional sums to become part of the reserve fund from time to time.

NOW THEREFORE BE IT RESOLVED:

- Sec. 1. That the Supervisor is directed to transfer from the general fund to the Reserve for Information Technology the sum of \$5,000.
- Sec. 2. That this resolution shall take effect immediately.

- RESOLUTION NO. 153 Amend Investment Policy

WHEREAS, the Town Board of the Town of Sweden originally adopted an investment policy in 1988; and

WHEREAS, the Town Board of the Town of Sweden is committed to reviewing and updating its investment policy as needed.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden amends its investment policy as attached.
- Sec. 2 That this resolution shall take effect immediately.

- RESOLUTION NO. 154 Amend On-Line Banking Policy

WHEREAS, the Town Board of the Town of Sweden originally adopted an on-line banking policy in 2017; and

WHEREAS, the Town Board of the Town of Sweden is committed to reviewing and updating its on-line banking policy as needed.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden amends its on-line banking policy as attached.
- Sec. 2. That this resolution shall take effect immediately.

- RESOLUTION NO. 155 Authorize and Endorse Built to Play Skatepark Grant Application

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden does hereby authorize a Built to Play Grand Application for the purpose of installing a new skatepark at the Sweden Town Park on Redman Road in the Town of Sweden.

Sec. 2. That the Town Board of the Town of Sweden commits funds from the Town of Sweden Park Reserve to be used in conjunction with grant funds and donations in order to fund the skatepark project.

Sec. 3. That this resolution shall take effect immediately.

- RESOLUTION NO. 156 Adjust Pay Rates for Employees
Earning Minimum Wage

WHEREAS, the New York State minimum wage will rise to \$12.50 per hour on December 31, 2020; and

WHEREAS, the Town of Sweden has several employees earning the current minimum wage of \$11.80 per hour; and

WHEREAS, the Director of Finance has recommended that the Town adjust the wages of those earning minimum wage to the new rate effective December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town Board of the Town of Sweden hereby increases the hourly rate for employees currently earning less than \$12.50 per hour to \$12.50 per hour.

Sec. 2. That the increase will take effect for hours worked on December 31, 2020.

Sec. 3. That this resolution shall take effect immediately

- RESOLUTION NO. 157 Encumbrances

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Director of Finance be authorized to establish accounts payable and encumber the applicable appropriation account balances to apply to unpaid obligations as filed with her at the close of the 2020 fiscal year by the heads of administrative units of the Town and to amend the 2020 budget by increasing the proper appropriations per any encumbrances so filed.

Sec. 2. That this resolution shall take effect immediately.

- RESOLUTION NO. 158 Authorize Transfer of Bond Payments
from Reserve for Bonded Indebtedness

WHEREAS, on December 10, 2019, a reserve was established for the payment of bonded indebtedness; and

WHEREAS, the reserve fund has proceeds from obligations that are applicable to current bond payments.

NOW, THEREFORE, BE IT RESOLVED:

- Sec. 1. That the Town Board of the Town of Sweden does hereby authorize the expenditure of \$129,998.55 from the Reserve for Bonded Indebtedness.
- Sec. 2. That the Funds shall be transferred to pay principal and interest on the 2019 Road Parking Lot Project.
- Sec. 3. That pursuant to Section 6-C of the General Municipal Law, this expenditure is subject to permissive referendum.
- Sec. 4. That the Town Clerk is directed to publish a public notice as required by law.
- Sec. 5. That this resolution shall take effect immediately.

NON-CONSENT AGENDA ITEMS:

- Approval of the minutes of the regular Town Board meeting held on November 24, 2020

MOTION was made by Councilperson Hayles and seconded by Councilperson Humby to approve the minutes.

VOTE BY ROLL CALL AND RECORD:

Councilperson Hayles	<u>Aye</u>	
Councilperson Hoke	<u>Abstain</u>	
Councilperson Humby	<u>Aye</u>	
Councilperson Muesebeck	<u>Abstain</u>	
Supervisor Johnson	<u>Aye</u>	Adopted

- Approval for Payment of Bills

All the Board members reviewed the invoice audit journal. Councilperson Hayles made a motion that was seconded by Councilperson Humby authorizing payment of the bills in Abstract 12A dated December 8, 2020 in the amount of \$132,660.30.

General Fund: In the amount of \$122,811.46 as set forth in Abstract 12A dated December 9, 2020.

Highway Fund: In the amount of \$4,059.62 as set forth in Abstract 12A dated December 9, 2020.

Special Fund: In the amount of \$5,089.22 as set forth in Abstract 12A dated December 9, 2020.

Capital Fund: In the amount of \$700.00 as set forth in Abstract 12A dated December 9, 2020.

VOTE BY ROLL CALL AND RECORD:

Councilperson Hayles	<u>Aye</u>	
Councilperson Hoke	<u>Abstain</u>	
Councilperson Humby	<u>Aye</u>	
Councilperson Muesebeck	<u>Aye</u>	
Supervisor Johnson	<u>Aye</u>	Adopted

ADDITIONAL BUSINESS AND ANNOUNCEMENTS:

Supervisor Johnson stated the Court received notification from the 7th Judicial District requesting that courts be closed for regular court proceedings due to COVID.

Councilperson Humby updated the board on the status of the dog control vehicle. The Town of Hamlin Dog Control will share a truck with the Town of Sweden. The Sweden Dog Control truck will be sold. Discussion. Board agrees.

Finance Director Leisa Strabel provided financial updates to the board – including capital projects, borrowing, year end figures due to COVID, lodge rentals, reserves, sales tax comparison, interest and penalties on taxes collected, and payroll including overtime report. Mrs. Strabel is waiting on mortgage tax revenues and AIM funding.

ADJOURNMENT:

As there was no further business to come before the Board, Councilperson Hayles moved to adjourn the December 8, 2020 meeting of the Sweden Town Board at 6:30 p.m. Councilperson Muesebeck seconded the motion. All voted in favor of the motion – four ayes. Motion adopted.

Respectfully submitted,

Karen M. Sweeting
Town Clerk