**August 13, 2024 BERGEN TOWN BOARD REGULAR MEETING**

Draft

The Bergen Town Board convened in a regular session at 6:45 pm audit of the bills; convened in a regular session in the Town Hall with Supervisor Haywood presiding at 7:00 pm.

**PRESENT:**  **ALSO PRESENT:**

Supervisor Ernie Haywood Teresa Robinson, Town Clerk

Councilperson Belinda Grant Joel Pocock, Highway Superintendent

Councilperson James Starowitz

Councilperson Karen Ely

Councilperson Mark Swanson

**ABSENT:**

**OTHER ATTENDENCE:**  Jake – Intern from RIT

**PRAYER:**

**PLEDGE TO THE FLAG:**

**PRIVILEGE OF THE FLOOR:** Jake worked for the Town of Bergen over the summer and was assessing the conditions of the roads and signs throughout the town. He gave a presentation to the Board with his findings.

**APPROVAL OF MINUTES FOR:** Board Meeting 07/09/2024; *Councilperson Ely made a motion to approve the Town Board Minutes of July 9, 2024; seconded by Councilperson Swanson.*

Ayes: Haywood, Grant, Ely, Swanson, Starowitz

Nays: None

Abstained: None

APPROVED by: Unanimous vote (5-0)

**COMMUNICATIONS/INFORMATION included with this agenda:**

1. Supervisors Report for July 2024
2. Summary spreadsheets for July 2024
3. Town Clerks report for July 2024
4. ZEO/CEO Report for July 2024
5. Mercy EMS report for June 2024
6. Proposed Town of Bergen Schedule of Fees – Planning and Zoning - classifications
7. New Position Duties Statement – Part Time Budget Officer
8. Resolution to admit Out of District User WIBA #1 – 1503 Reed Rd, Sweden NY
9. Corrective Action Plan to NTS Comptroller’s Office for Audit
10. Resolution for Standard Workday and Reporting
11. Budget Transfers.

**BOARD MEMBERS’ ITEMS FOR THE AGENDA:** Highway Superintendent is requesting a transfer of funds.

 Requesting to appoint Ruth Kruppner as Highway Clerk.

 The Village of Bergen & Steve Hawley have requested a speed reduction on Rt 33A

**REPORTS:**

 **SUPERVISOR**: - Received the proposal for 2 EV charging stations – cost to the Town with a tax rebate would be $1,280.00

 -Sexual Harassment Training Reminder

 -Comparing current EDU’s with Monroe Co. information.

 -2025 Sales Tax Distributions

 -Received the 2023 audit recommendations.

 -Working on the 2025 Budget.

**TOWN CLERK**: - The new Fire proof cabinet is here with most of the records in it – need a couple

 shelves adjusted.

- D.E.C – still working with the DEC to sell hunting and fishing licenses.

- Spoke to Humphrey Electric to set up the upgrades to the security system – he will

 get back to me with a time frame.

- Received 2 of the Junk Yard permit applications.

**BOARD MEMBERS**: Nothing to Report

**HIGHWAY**: - Fence has been installed at Robbins Brook Park; flower bed has also been completed.

 - Road work has been completed

 - Electric at the park – all the proposals are in:

 10 poles $ 4,788.00

 Wire 3,000.00

 Transformer 2,272.00

 Total amount not to exceed $ 16,566.88

* Would like to bring Ruth Kruppner back as part-time secretary to the Highway Supervisor at the same rate of $21.32 for 10 hours per month.

 **COMMITTEES**:

Buildings, Grounds, and Facilities (Cemeteries): Update on Planning for Utilization of Buildings.

 Nothing to Report

Local History & Museum: Historian is working with our IT person to discuss some computer upgrades.

 Policy & Personnel: Nothing to report

**OLD BUSINESS:**

Uniforms for highway employees – The Board will need to make a proposal to the Union Rep.

Gate on Evans Rd is currently in place.

**NEW BUSINESS:**

-Create a part-time position of Budget Officer at $30.00 per hour.

- Resolution to approve changes/clarification to Town of Bergen Schedule of Fees-Planning and Zoning.

 - Resolution to admit Out of District User WIBA #1 – 1503 Reed Rd, Sweden NY.

- Acceptance of Bid from Byron-Bergen Central School Bid for the Surplus Aluminum Roll Gate

 in the amount of $1,000

 -Acceptance of Donation from Byron-Bergen Central School of a 2006 John Deere Gator the

 School has valued at $650.00

 -Acceptance of resignation of Leisa Strabel as Secretary to the Supervisor effective 8/23/2024

 -Action to file the Town Clerks Report for July 2024

 -Action to file the Supervisors Report for July 2024

 -Approval of Budget Modifications/Corrections

 -Approval of Budget Modifications and Transfer Resolution

 -Approval to pay bills and authorizing the bookkeeper to transfer of funds necessary to the

 Checking account to pay the bills.

RESOLUTION NO. 2024-18 Request for Reduction of Speed Limit on NYS Route 33

WHEREAS: Additional commercial development has been approved for Apple Tree Acres Industrial Park; and

WHEREAS: the Bergen Town Board believes that the new development merits a speed reduction on Route 33 in this area.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Bergen Town Board hereby requests a speed limit reduction from the current speed limit of 55 mph on NYS Route 33 from the exit of Interstate 490 to the Intersection of NYS Route 19.

Sec. 2. That this Resolution shall be forwarded to the Genesee County Highway Superintendent and New York State Assemblyman Steven Hawley and New York State Senator George Borello.

Sec. 3. That the Supervisor and Town Clerk are directed to complete any and all documents required in support of this request.

MOTION for adoption of this resolution by: Swanson

 Seconded by: Starowitz

 Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Ely - AYE

Councilperson Grant - AYE

Councilperson Swanson - AYE

Councilperson Starowitz – AYE

Supervisor Haywood - AYE

APPROVED

Submitted – August 13, 2024

RESOLUTION NO. 2024-19 Admit Out of District User WIBA-1

WHEREAS: Property Address 1503 Reed Road on the Town of Sweden has applied to the Monroe County Water Authority for connection to the Town of Bergen’s Water Improvement Benefit Area No. 1; and

WHEREAS: The Town Board of the Town of Bergen desires to grant out of Out-of-District User status to certain Town of Sweden properties on Reed Road for the purpose of accessing public water from the Water Improvement Benefit Area No 1.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Bergen Town Board hereby approves the following Reed Road property in the Town of Sweden to connect to the Town of Bergen’s Water Improvement Benefit Area No.1 as Out -of District Users:

 1503 Reed Road 128.02-1-13.4 Hunter Nelson

Sec. 2. That the Town of Bergen will bill this Out-of-District user an annual access fee equivalent to the EDU being charged properties in the Water Improvement Benefit Area No.1. District.

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

MOTION for adoption of this resolution by: Starowitz

 Seconded by: Swanson

 Discussion:

VOTE BY ROLL CALL AND RECORD:

Councilperson Ely - AYE

Councilperson Grant - AYE

Councilperson Swanson - AYE

Councilperson Starowitz - AYE

Supervisor Haywood - AYE

APPROVED

Submitted – August 13, 2024

RESOLUTION NO. 2024-20 Standard Work Day and Reporting

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That the Town of Bergen, location code 30437, hereby establishes the following as standard work days for elected officials and will report the following days worked to the New York State and Local Employees’ Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials:

 Eight Hour Work Day

 Superintendent of Highways

 Six Hour Work Day

 Supervisor

 Councilperson

 Town Clerk

 Justice

MOTION for adoption of this resolution by: Starowitz

 Seconded by: Swanson

 Discussion:

VOTE BY ROLL CALL AND RECORD:

 Councilperson Ely - AYE

 Councilperson Grant - AYE

 Councilperson Starowitz - AYE

 Councilperson Swanson - AYE

 Supervisor Haywood - AYE

 APPROVED

Submitted – August 13, 2024

Acceptance of Bid from Byron-Bergen Central School of a 2006 John Deere Gator the school has valued at $650.00. Councilperson Grant made a Motion to accept the bid from Byron-Bergen Central School for a 2006 John Deere Gator valued at $650.00; seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None APPROVED by: Unanimous vote (5-0)

Councilperson Starowitz made a Motion to accept the bid from Byron-Bergen Central School for the 37’L x 72” H Aluminum Roll Gate in the amount of $ $1,000; Seconded by Councilperson Grant.

AYES: Haywood, Grant, Starowitz, Ely, Swanson

NAYS:

Approved by Vote (5-0)

Acceptance of the Resignation of Leisa Strabel as secretary to the Supervisor effective 8/26/2024. A motion was made by Councilperson Grant; to accept the resignation of Leisa Strabel; Seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None APPROVED by: Unanimous vote (5-0)

Action to file the Town Clerk’s Report for July 2024 – Councilperson Grant made a motion to file to Town Clerk’s Report for July 2024; seconded by councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None APPROVED by: Unanimous vote (5-0)

Action to File the Supervisor’s Report for July, 2024: Councilperson Swanson; made a motion to file the Supervisor’s Report for July 2024; seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

Approval of Budget Modification and Transfer Resolution: Councilperson Starowitz; made a motion to approve the Budget Modification and Transfer Resolution; seconded by Councilperson Swanson.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None APPROVED by: Unanimous vote (5-0)

Approval to pay the bills and authorizing the board to pay the bills and authorizing the bookkeeper to transfer of funds necessary to the checking account to pay the bills:

Councilperson Starowitz made a motion to pay the bills; seconded by Councilperson Grant

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

Councilperson Grant made a Motion to create the position of Part – Time Budget Officer at $30.00 per hour; seconded by councilperson Starowitz.

AYES: Haywood, Grant, Starowitz, Ely, Swanson

NAYS:

Approved by Vote (5-0)

Councilperson Grant made a Motion to approve the change/clarification to the Town of Bergen’s Schedules of Fees – Planning and Zoning; seconded by Councilperson Starowitz.

AYES: Haywood, Grant, Starowitz, Ely, Swanson

NAYS:

Approved by Vote (5-0)

Councilperson Swanson made a Motion for a Budget Transfer from DA5142.4 to DB5110.2 in the amount of $12,000; seconded by Councilperson Starowitz.

AYES: Haywood, Grant, Starowitz, Ely, Swanson

NAYS:

Approved by Vote (5-0)

Councilperson Grant made a Motion to not to exceed $16,566.88 to have the electric installed at Robbins Brook Park; seconded by Councilperson Swanson

AYES: Haywood, Grant, Starowitz, Ely, Swanson

Approved by Vote (5-0)

Councilperson Swanson made a motion to approve Ruth Kruppner coming back as secretary to the Highway Superintendent at a rate of $21.32 for no more than 10 hours per month; seconded by Councilperson Ely.

AYES: Haywood, Grant, Starowitz, Ely, Swanson

Approved by Vote (5-0)

**MEETING AND OTHER UPCOMING DATES** – Town Board Meeting: Regular meeting of the board 9/10/2024 6:45 audit of the bills, regular meeting at 7:00 pm.

**ADJOURNMENT** Was at 9:10 pm on a motion made by councilperson Grant*;* seconded by councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

Respectfully submitted

**Teresa Robinson**

Teresa Robinson, Town Clerk