

REGULAR MEETING  
TOWN OF SHELBY

February 13, 2018 7:00PM

Present: Kenneth Schaal, Deputy Supervisor  
Stephen Seitz, Jr., Councilman  
William Bacon, Councilman  
Darlene Rich, Town Clerk  
Bethany Centrone, Counsel for Bond, Schoeneck & King  
Trisha Laszewski, Assessor  
Michael Fuller, Highway Superintendent  
Kirk Myhill, Planning Board Chair  
Dan Wolfe, Codes & Zoning Officer  
Paul Gray, Constable  
Claude Grimes, Constable

Excused: Edward Houseknecht, Supervisor

Others:	Alan Bushover	Andy Benz
	Brian Murray Sr.	Gerry Zinkievich
	Les Quackenbush	Edward Zelazny
	Chet Zelazny	Sue Fuller
	Jerry Velesko	Jim Zelazny
	Mary Zelazny	John Pratt
	Sharlene Pratt	Andy Beach
	Miranda Beach	Maxim Rambach
	Paul Hammond	Bill Bixler
	Tammy Kingdolar	Rebecca Kingdollar
	Julie Wolter	Peggy Hill

Meeting was called to order at 7:00 PM

Pledge to the flag

Public forum regarding agenda items only – Brian Murray Sr. asked if there were any additions to the agenda. Deputy Supervisor Schaal said there may be possibility of one, as there may be action taken after executive session but will not know until later.

Highway Report – (Mike Fuller) – Plow state roads 48 times, salt state roads 42 times, plow town & county roads 33 times, salt town county roads 26 times. Located water leaks for Medina DPW. Read Water pits. Repair and maintain snow plow equipment. Check PPMs. Flushed water #12 to get air out of lines. Cold patched holes. He asked to work with Paul Chatfield to help with Bridge NY Program for replacement of the culvert bridge on Dresser Road and Martin Road.

Mike read the Engineer Report from Chatfield Engineers. Town General Engineering Pre-Demolition Asbestos Survey and testing for the fire department building at 4695 South Gravel Road has been complete. The survey indicated there is a small amount of asbestos containing material that will need to

be removed before demolition. He will contact 3 firms that specialize in asbestos removal to provide a price for removal. He will coordinate a site visit with Mike.

Water Service has been installed and is in service at 5590 Salt Works Rd.

Bridge NY Grant Application-Mike had requested that Paul provide a price for preparing the grant application, State Environmental Review (SEQR) and the Engineering Report in support of replacing the Dresser Road Bridge Culvert. In speaking to the Supervisor regarding this matter, Ed suggested we also apply for the replacement of the Martin Road Bridge Culvert. Paul has prepared proposal for the Town Board's consideration at this evening's board meeting to authorize Chatfield Engineers to assist with the project. He also has prepared letters with supporting the Town Board resolutions relating SEQR and authorization for Mike Fuller to submit the grant application and sign all necessary documents.

Assessor Report – (Trisha Laszewski) – Just a reminder, all renewal exemptions need to be returned to the Assessor by March 1. Change of assessment notices will be sent out next month.

Planning Board Report – (Kirk Myhill) – Working with Mary Herbert regarding banquet facility. Have set up a public hearing for March 6th at 6:45 pm. County sent out a list of spring training sessions for towns to choose what training sessions they would like to take.

Code Enforcement – Issued 1 building permit. Worked 56 hours had 1 snow day where office was closed. Logged 97 miles. Attended Department of State training January 22-24. Earned 24 Department of State Credit hours.

Fire Chief Report-Shelby-Andy Benz gave report of the Shelby Fire Dept. Total calls this year-23. EMS-12, MVA-5, Co2 Detector-2, Auto Alarms-1, Pumping details-1 Mutual Aid to Ridgeway-2. This coming month both engines will have yearly pump and ladder inspections. Firefighter physicals are being scheduled for March. Annual air pack inspection is scheduled for February, have applied for an AFG Grant to replace all of the air packs and air bottles. The Fire Co. will be purchasing 5 complete sets of turnout gear this month to outfit 5 interior firefighters. Upcoming events are Ladies Raffle on February 17, Annual Pancake Breakfast for Maple Sunday. Spring gun raffle is April 21. Annual Mother's Day Chicken BBQ will be on May 13.

Fire Chief Report-East Shelby-Andy Beach gave report of the East Shelby Fire Dept.-Awarded most training hours. Congratulations to Laura Fields on most EMT Hours. Logged 80 calls in 2017.

## **RESOLUTION 17-18**

### **RESOLUTION TO APPROVE PREVIOUS MEETINGS MINUTES**

Motion, Bacon; second, Seitz Sr.

Ayes – 3

Opposed – 0

Vacant-1

Absent-1

Motion carried

## **RESOLUTION 18-18**

### **RESOLUTION TO APPROVE THE TOWN CLERK'S REPORT**

Motion, Seitz Sr.; second, Bacon

Ayes – 3

Opposed – 0

Vacant-1

Absent-1

Motion carried

**RESOLUTION 19-18**

**RESOLUTION TO APPROVE THE SUPERVISOR'S REPORT**

Motion, Bacon; seconded, Seitz Sr.

- Ayes – 3
- Opposed – 0
- Vacant-1
- Absent-1
- Motion carried

**RESOLUTION 20-18**

**RESOLUTION TO APPROVE PAYMENT OF BILLS**

Motion, Seitz Sr.; second, Bacon

General	\$344,401.51	Highway	\$ 61,188.24
Water No. 1	\$ 2,751.78	Water No. 2	\$ 39.00
Water No. 3	\$ 217.61	Water No. 4	\$ 156.00
Water No. 4B	\$ 156.00	Water No. 5	\$ 13.00
Water No. 6	\$ 250.23	Water No. 7	\$ 270.37
Water No. 8	\$ 98.08	Water No. 9	\$ 298.68
Water No. 10	\$ 65.00	Water No. 11	\$ 78.00

- Ayes – 3
- Opposed – 0
- Vacant-1
- Absent-1
- Motion carried

**RESOLUTION 21-18**

**RESOLUTION APPOINTING MIRANDA BENNETT AS BOOKKEEPER EFFECTIVE FEBRUARY 20, 2018**

Motion, Bacon; second, Seitz Sr.

- Ayes – 3
- Opposed – 0
- Vacant-1
- Absent-1
- Motion carried

**RESOLUTION 22-18**

**RESOLUTION AUTHORIZING HIGHWAY SUPERINTENDENT TO SIGN THE RENEWAL CONTRACT WITH TI-SALES FOR MAINTENANCE ON HANDHELDS AND SOFTWARE**

Motion, Seitz Sr.; second, Bacon

- Ayes – 3
- Opposed – 0
- Vacant-1
- Absent-1
- Motion carried

**RESOLUTION 23-18**

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN NEW AGREEMENT WITH WHITE GLOVE CLEANING SERVICES

Motion, Bacon; second, Seitz Sr.

Ayes – 3  
Opposed – 0  
Vacant-1  
Absent-1  
Motion carried

**RESOLUTION 24-18**

RESOLUTION TO AMEND ADOPTED LOCAL LAW NUMBER 6 OF 2017 TO NUMBER 1 OF 2018 DUE TO LATE FILING WITH THE DEPARTMENT OF STATE. PUBLIC HEARING WAS HELD DECEMBER 12, 2017. LOCAL LAW WILL REPEAL DOG CONTROL LOCAL LAW NUMBER 1 OF 1989

Motion, Bacon; second, Seitz Sr.

Ayes – 3  
Opposed – 0  
Vacant-1  
Absent-1  
Motion carried

**RESOLUTION 25-18**

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN NEW WORK AGREEMENT WITH CODE ENFORCEMENT OFFICER

Motion, Seitz Sr.; second, Bacon

Ayes – 3  
Opposed – 0  
Vacant-1  
Absent-1  
Motion carried

**RESOLUTION 26-18**

RESOLUTION TO APPROVE HIGHWAY SUPERINTENDENT AND ALL HIGHWAY EMPLOYEES TO ATTEND WESTERN NY WATER WORKS CONFERENCE IN BATAVIA

Motion, Seitz Sr.; second, Bacon

Ayes – 3  
Opposed – 0  
Vacant-1  
Absent-1  
Motion carried

**RESOLUTION 27-18**

RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN PROPOSAL FOR STUDY AND REPORT PHASE ENGINEERING SERVICES ONLY FOR THE POSSIBILITY OF APPLYING FOR A GRANT FOR THE REPLACEMENT OF A CULVERT ON DRESSER RD. AND MARTIN RD.

Motion, Bacon; second, Seitz Sr.

- Ayes – 3
- Opposed – 0
- Vacant-1
- Absent-1
- Motion carried

**RESOLUTION 28-18**

RESOLUTION TO AUTHORIZE HIGHWAY SUPERINTENDENT TO SUBMIT GRANT APPLICATION TO BRIDGE NY PROGRAM FOR DRESSER RD. AND MARTIN RD. CULVERT REPLACEMENT AND AUTHORIZE HIM TO EXECUTE DOCUMENTS NECESSARY FOR THE GRANT APPLICATION SUBMISSION ON BEHALF OF THE TOWN OF SHELBY.

Motion, Bacon; second, Seitz Sr.

- Ayes – 3
- Opposed – 0
- Vacant-1
- Absent-1
- Motion carried

**RESOLUTION 29-18**

RESOLUTION TO ADOPT NEGATIVE DECLARATION TYPE II ACTION SEQR FOR DRESSER RD AND MARTIN RD. CULVERT REPLACEMENT, BRIDGE NY PROGRAM

Motion, Seitz Sr.; second, Bacon

- Ayes – 3
- Opposed – 0
- Vacant-1
- Absent-1
- Motion carried

Board Comments –Councilmen Bacon and Seitz Sr. attended Ambulance Committee in January. There will be another meeting in September.

Public Comments –Peggy Hill asked if the town budget could be on the town website.

At 7:23 pm, motion by Councilman Bacon, second by Councilman Seitz Sr. to go into Executive Session to discuss pending litigation of MVA that occurred on town road. Motion by Councilman Schaal, second by Councilman Bacon to come out of executive session at 7:42 pm with no action taken. Motion by Councilman Bacon, second by Councilman Seitz Sr. to adjourn meeting at 7:43 pm

Respectfully submitted,

Darlene A. Rich, MMC, RMC  
Town Clerk