Village of Geneseo Board of Trustees – April 07, 2025

Board Present:
Chris Ivers, Mayor
Keith Walters, Deputy Mayor
Marlene Hamann-Whitmore, Trustee
Eddie Lee, Trustee
Alex Livingston, Trustee

Other Village Representatives Present:
Shawn Forrester, Clerk & Treasurer
Dan Quinlan, Superintendent of Public Works
Eric Osganian, Police Chief
Andrew Chanler, Fire Chief
Jon Roodenburg, First Assistant Fire Chief

Others Present:
Emma Tower, Hannah Loughner, Brendan Fuhr, and Jason Molina

Meeting Opened:
Mayor Ivers opened the meeting at 5pm. All stood for the Pledge of Allegiance.

Action Items:

Review of Minutes:
The 3/10/2025, 3/17/2025 and 3/24/2025 minutes were presented. *Deputy Mayor Walters moved to approve the minutes as presented. Trustee Livingston seconded. After discussion the minutes were approved as amended with ayes from all*.

Ambulance Bid:
Chief Chanler presented the Board with the bid for a new ambulance, previously approved on 2/24/2025. It was noted that the price was higher than expected but the bid included all the required specifications. He further reported that it was necessary to include a new gurney as the one on the old ambulance is outdated and no longer serviceable. There was discussion regarding the value of the old rig, trade in amount, as well as the possible amount if it was sold outright. *Deputy Mayor Walters moved to approve the bid to purchase the 2025 Ford E-450 169 Module Ambulance as presented. Trustee Livingston seconded. With no further discussion the motion carried with ayes from all.*

Baseball Field Use:
The request for Christ Community Church to use the baseball field the month of July 2025, from 1pm to 4pm was presented. *Deputy Mayor Walters moved to approve the request for the month of July 2025 only. Trustee Livingston seconded. With no further discussion the motion carried with ayes from all.*

Municipal Parking Lot Fees:
The Board discussed the proposal to raise the fee for yearly municipal parking lot passes. There was discussion about how long it had been since the fee was raised, the amount to raise it and the possibility of a gradual increase. Discussion continued with how an increase would affect Main Street businesses. *Deputy Mayor Walters moved to increase the municipal parking lot fee to $150.00 per year. Trustee Livingston seconded. With no further discussion the motion carried with ayes from Deputy Mayor Walters, Trustee Livingston, Trustee Lee and Trustee Hammon-Whitmore. Mayor Ivers voted nay.*

Resignation:
The resignation for Water Foreperson Matt McTarnaghan was presented. *Deputy Mayor Walters moved to accept Mr. McTarnaghan's resignation. Trustee Livingston seconded.* There was discussion regarding how long he had been with the Village and his possible replacement. *With no further discussion the resignation was accepted with regret by all.*

Fire Department Officers:

It was noted that the Fire Department held its Annual Meeting on April 1, 2025. The department membership nominated Andrew Chanler as Fire Chief and Jon Roodenburg as First Assistant Fire Chief. *Trustee Livingston moved to approve the Chief Officers. Deputy Mayor Walters seconded. The motion carried with thanks from all.* At this time the Chief Officers were sworn in.

<u>Organizational Meeting:</u>

Mayor Ivers appointed Keith Walters as Deputy Mayor.
Committee assignments were as follows:

Deputy Mayor Walters - Liaison to the Department of Public Works
Trustee Livingston - Liaison to the Fire Department
Trustee Hamann-Whitmore - Liaison to the Police Department.
Trustee Lee - Liaison to the Court
Trustee Lee - Liaison to the Code Department

Mayor Ivers submitted the name of Dori Farthing for Planning Board Alternate #1 for a five-year term to expire on 03/31/2030.

Mayor Ivers submitted the name of Gretchen Crane to be reappointed to the Zoning Board of Appeals for a five-year term to expire on 03/31/2030.

Mayor Ivers suggested adopting Robert's Rules of Order to conduct Village Board Meetings.

Mayor Ivers suggested the Board continue with the *Livingston County News (LCN)* as the official newspaper. Mayor Ivers explained that the official newspaper must be in print format and the LCN would fulfill that purpose.

Mayor Ivers suggested that the standard workday for Village employees be eight hours, for retirement reporting purposes.

Deputy Mayor Walters moved the following regarding advance payment of claims, per Village Law #5-524(6): WHEREAS, the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, seminar fees, and any other time sensitive items and,
WHEREAS all such claims shall be presented at the next regular Board meeting for audit, and
WHEREAS the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees,
NOW THEREFORE, BE IT RESOLVED:

Section 1: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges, seminar fees, and any other time sensitive items, and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the Board of Trustees.

Section 2: This resolution shall take effect immediately.

Trustee Lee seconded the motion, and the vote was as follows: Mayor Ivers – aye, Deputy Mayor Walters – aye, Trustee Lee – aye, and Trustee Hamann-Whitmore – aye. Trustee Livingston – abstained.

Deputy Mayor Walters moved, and Trustee Livingston seconded the motion to adopt the following pertaining to mileage reimbursement: WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal vehicles while performing official duties on behalf of the Village:
NOW THEREFORE BE IT RESOLVED:

Section 1: The Board of Trustees shall approve reimbursement to such officers and employees at the Federal rate according to IRS ruling (currently .70 cents/mile).

Section 2: This resolution shall take effect immediately.

The vote was as follows: Mayor Ivers – aye, Deputy Mayor Walters – aye, Trustee Lee – aye, Trustee Hamann-Whitmore – aye and Trustee Livingston – aye.

Deputy Mayor Walters moved to designate the following banks as depositories for the Village: Key Bank, Community Bank NA, Five Star Bank, Tompkins Bank of Castile, and NYCLASS (New York Cooperative Liquid Assets Securities System). Trustee Livingston *seconded the motion. The vote was as follows: Mayor Ivers – aye, Deputy Mayor Walters – aye, Trustee Lee – aye, Trustee Hamann-Whitmore – aye and Trustee Livingston – aye.*

The 2025-2026 Village Board meeting dates were presented. *Deputy Mayor Walters moved to approve the dates as presented. Trustee Livingston seconded. With no further discussion the motion carried with ayes from all.*

The Village of Geneseo Policies and Procedures were presented as follows.

- Investment
- Fund Balance
- Online Banking & Electronic Transfer
- Credit Card
- Price Solicitation
- Procurement
- Code of Ethics
- Emergency Operating Procedures
- General Operating Procedures
  Employee Handbook, which includes:
- Harassment & Discrimination Policy
- Sexual Harassment Policy
- Internet Policy

Deputy Mayor Walters moved to approve the policies and procedures as presented. Trustee Livingston seconded. There was discussion regarding the need to update many of the policies. Trustees Lee and Livingston offered to address the possible changes and update the Board. *With no further discussion the motion carried with ayes from all.*

Discussion Items:

It was noted that The Annual Court Audit would be in August 2025.
It was also noted that the Kiwanis were holding their annual Easter Egg Hunt on April 12, 2025.

Mayor Updates:

Jason Molino was present to explain the LCWSA proposed agreement. There was much discussion regarding how the agreement benefited the Village and LCWSA. Discussion continued with the prospect of combining different water sources, the timeline for the project, future debt, allocation of water as well as the proposed improvements. There were questions regarding the Village retaining ownership of the Water Plant, loss of workforce, and administration. Mr. Molino assured the Board that the Village would retain ownership, workforce and administration. The conversion continued with the length of the agreement, future growth and water quality & water quantity. The Board then thanked Mr. Molino for his time. *No action taken.*

Board Updates/Information:

Police Department:

Trustee Hammon-Whitmore presented the thank you note the Police Department received from a resident.

Clerk/Treasurer:

It was noted that the DRI Project still needed a committee. Several people had declined.

Executive Session:

Deputy Mayor Walters moved to enter executive session at 6:23pm to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation and proposed, pending or current litigation. Trustee Livingston seconded the motion, and the Board entered into an executive session. Deputy Mayor Walters moved to come out of executive session at 6:44pm. Trustee Livingston seconded. The motion passed with ayes from all. It was noted that no action was taken during the executive session.

Adjourn:

Deputy Mayor Walters moved to close the meeting at 6:45pm. Trustee Livingston seconded. With no further discussion the meeting was closed with ayes from all.

Shawn Forrester, Clerk & Treasurer