

**Regular Monthly Meeting  
Caledonia Town Board  
April 8, 2021**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held April 8, 2021 at 7:00 P.M., at the Town Hall, 3109 Main Street, Caledonia, NY.

Supervisor Pangrazio called the meeting to order and led in the Pledge of Allegiance.

Supervisor Pangrazio asked for a moment of silence for Councilman Tim Anderson who passed away on April 4, 2021.

<b><u>PRESENT:</u></b>	Supervisor	Daniel Pangrazio
	Councilman	Mark Rothrock
	Councilwoman	Pam Rychlicki
	Town Clerk	Seth Graham

**ATTORNEYS:** Dwight Kanyuck

**ABSENT:** Councilman Todd Bickford

**OTHERS:** Code Enforcement Officer Tom Perkins, Highway Superintendent Mark Schroeder

**ATTENDEES FROM SIGN IN SHEET:** No one

**RESOLUTION 64-2021**

**MARCH 11, 2021 MINUTES**

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was ADOPTED – Aye- Pangrazio, Rothrock, Rychlicki   Nay- 0       Absent- Bickford  
RESOLVED, that the minutes of March 11, 2021 be approved.

**OPEN FORUM** – No one requested the privilege of the floor.

**ANNOUNCEMENTS/COMMUNICATIONS**

Supervisor Pangrazio reviewed the following communications with the Board:

- Highway Department started its summer hours Monday-Thursday 6:00-4:30.
- Town Clerk’s office also started its summer hours. The office is now open all day Wednesday and closes at noon on Friday.
- A copy of the Proposed Local Law #1 for 2021 for the Town of Leroy – Commercial Solar Code Use.
- Earth Day Community Cleanup press release from Livingston County.
- Calling hours for Tim Anderson will be held at Alhart Funeral Home on April 9<sup>th</sup> from 2pm-4pm and 7pm-9pm. Masks must be worn.

## **DEPARTMENTS/COMMITTEES**

### **CODE ENFORCEMENT OFFICER – TOM PERKINS**

Code Enforcement Officer Tom Perkins updated the Board on the following items:

- Met with Limerock Speedway. The Speedway is looking great and they agree to comply with noise ordinances and stop all activity by 11:00 P.M.
- Warehouse on River Road is almost complete. Currently, no electricity from the utility company is provided and is currently being powered by generators. Plans to double in size in the future.
- Issued a permit to build a building on Wheatland Center Rd and remove old buildings.

### **SOLAR/BATTERY STORAGE UPDATE – DAN PANGRAZIO**

Supervisor Pangrazio updated the Board on the progress of the new solar and battery storage law. The team meets often and is making great progress on the Solar Law. They are hoping to make more progress on the Battery Storage Law in the near future.

### **PLANNING BOARD – PAM RYCHLICKI**

Councilwoman Rychlicki updated the Board that she was unable to attend the Planning Board meeting this month however there was a Public Hearing for a minor subdivision for tax parcel 6.-1-10.1.

### **BUILDINGS/GROUNDS – SUPERVISOR PANGRAZIO**

Supervisor Pangrazio asked Councilwoman Rychlicki about the progress of the sign and the cemetery bench. Councilwoman Rychlicki updated the Board that she is working with a Boy Scout and his father on a new bench and showed a photo to the Board. The Boy Scout has interest in cleaning the headstones and has a recipe for a solution to clean them. The sign is still being worked on.

The Board agreed that it would be a nice idea to dedicate the bench in memory of Tim Anderson and will look into this.

### **HIGHWAY DEPARTMENT – MARK SCHROEDER**

Highway Superintendent Mark Schroeder updated the Board on the projects that the Highway Department has been working on over the past month. They include:

- The Bridge NY Grant has been filled out and submitted to the DOT for review. A final copy will be sent in May. This is for work on a culvert on Quarry Rd.
- NYS has added money to CHIPS, PAVE NY, and Extreme Winter Recovery. The Town could possibly receive an additional amount.
- Took down dead trees on Feeley and Graney Road
- Seeded and mulched Feeley and Graney Road
- Planning to Stone & Oil a portion of Feeley Road
- 8 new trees are coming from Northern Nurseries.
- An additional 4 trees are coming.
- Snow equipment has been cleaned and is ready to store until next Winter.

**SETH GRAHAM TOWN CLERK'S MONTHLY REPORT – MARCH 2021**

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>	
A1255	Conservation	Conservation	5	6.90	
	Geanealogy Search and Certification	Genealogy Search and Certification	3	66.00	
	Marriage Lic.	MARRIAGE LICENSE FEE	1	17.50	
	MISCELLANEOUS	Marriage Certificate	3	30.00	
			<b>Sub-Total:</b>	<b>\$120.40</b>	
A1603	MISCELLANEOUS CASH	Death Certificates	11	110.00	
			<b>Sub-Total:</b>	<b>\$110.00</b>	
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	223	2,230.00	
			<b>Sub-Total:</b>	<b>\$2,230.00</b>	
A2544	Dog Licensing	Female, Spayed	17	102.00	
		Female, Unspayed	3	36.00	
		Male, Neutered	31	186.00	
		Male, Unneutered	2	24.00	
			<b>Sub-Total:</b>	<b>\$348.00</b>	
B2110	PLANNING/ZONING	Building Permits	2	40.00	
		Minor Subdivision	1	150.00	
			<b>Sub-Total:</b>	<b>\$190.00</b>	
				<b>Total Local Shares Remitted:</b>	<b>\$2,998.40</b>
Amount paid to:	NYS Ag. & Markets Animal Population Control Fund			63.00	
Amount paid to:	NYS Environmental Conservation			118.10	
Amount paid to:	State Health Dept. For Marriage Licenses			22.50	
<b>Total State, County &amp; Local Revenues:</b>		<b>\$3,202.00</b>	<b>Total Non-Local Revenues:</b>		
			<b>\$203.60</b>		

**RESOLUTION 65-2021**

**CLERK'S REPORT**

On motion of Councilwoman Rychlicki seconded by Councilman Rothrock the following resolution was ADOPTED – Aye- Pangrazio, Rothrock, Rychlicki   Nay- 0           Absent- Bickford  
 RESOLVED, that the Clerk's monthly report is approved as presented.

Supervisor Pangrazio asked Town Clerk Seth Graham how his first tax collection reconciliation went with the County. Seth said it went well and that the County was pleased with how quick he figured everything out.

**OLD BUSINESS**

**AUDIT FOR TOWN CLERK/TAX COLLECTOR**

Councilwoman Rychlicki updated the Board that she audited the books of the Town Clerk and Tax Collector and everything looked great with one minor suggestion of having the Town Clerk sign the Bank Statements going forward.

## **POLICIES & PROCEDURES FOR CONTINUATION OF OPERATIONS IN PUBLIC HEALTH EMERGENCY**

Supervisor Pangrazio asked Town Clerk Seth Graham to hand out copies of the Policies and Procedures for Continuation of Operations During a Public Health Emergency for the Board's records. The Board said everything looked good.

## **CAPITAL PROJECTS – SUPERVISOR PANGRAZIO**

Supervisor Pangrazio updated the Board that he spoke with JP Schepp from MRB Group about doing a walkthrough to show him where he would like to have a few repairs done, including part of the outside basement wall. JP Schepp will follow up with Supervisor Pangrazio about a walkthrough for upcoming projects.

## **OTHER**

Councilwoman Rychlicki spoke to Don Rath about headstone repairs at the cemetery and they are waiting for warmer weather to look at what needs to be done.

## **NEW BUSINESS**

### **RESOLUTION 66-2021**

#### **AMUSEMENT LICENSE – TRI-COUNTY RACING CLUB LIMEROCK SPEEDWAY 2021**

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was ADOPTED – Aye- Pangrazio, Rothrock, Rychlicki   Nay- 0           Absent- Bickford

RESOLVED, that the License for Tri-County Racing Club for Limerock Speedway be approved for the 2021 season. The racing club shall provide a copy of the Racing season schedule that will be on file with Code Enforcement Officer Tom Perkins.

### **RESOLUTION 67-2021**

#### **APPROVAL OF IN-HOUSE AUDIT OF TOWN CLERK AND TAX COLLECTOR BOOKS FOR 2020 FISCAL YEAR**

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was ADOPTED – Aye- Pangrazio, Rothrock, Rychlicki   Nay- 0           Absent- Bickford

RESOLVED, that the Town Board accepts Councilwoman Rychlicki's audit report of the books for the Town of Caledonia Town Clerk, Tax Collector for the year 2020.

### **RESOLUTION 68-2021**

#### **ADOPTING POLICIES AND PROCEDURES FOR CONTINUATION OF OPERATION DURING PUBLIC HEALTH EMERGENCY**

On motion of Councilwoman Rychlicki seconded by Councilman Rothrock the following resolution was ADOPTED – Aye- Pangrazio, Rothrock, Rychlicki   Nay- 0           Absent- Bickford

RESOLVED, that the Town Board adopts the Policy and Procedures for Continuation of Operation During a Public Health Emergency.

### **AUDIT OF ABSTRACT OF PAID VOUCHERS AND TRIAL BALANCES**

The Board audited the Abstract of paid Vouchers and trial balances.

**RESOLUTION 69-2021**

**PAYMENT OF BILLS**

On motion of Councilman Rothrock seconded by Councilwoman Rychlicki the following resolution was

ADOPTED – Aye- Pangrazio, Rothrock, Rychlicki    Nay- 0            Absent- Bickford

RESOLVED, that the bills be paid in the following amounts:

GENERAL FUND A	Voucher #'s 106-136	\$ 47,054.70
GENERAL FUND B	Voucher #'s 112, 116, 122, 123	\$ 1,105.74
HIGHWAY FUND DB	Voucher #'s 49-59	\$ 11,315.12
GRAND TOTALS		\$ 59,475.56

On motion to adjourn by Councilman Rothrock seconded by Councilwoman Rychlicki and carried by all, the board meeting was adjourned.

Respectfully Submitted,

Seth Graham  
Town Clerk