

**Regular Monthly Meeting
Caledonia Town Board
January 13, 2022**

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held January 13, 2022, at 7:00 P.M. at the Town Hall, 3109 Main Street, Caledonia, NY.

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

PRESENT: Supervisor Daniel Pangrazio
Councilman John Pike
Councilman Quentin Clark
Town Clerk Seth Graham

ABSENT: Councilman Todd Bickford, Councilwoman Pamela Rychlicki

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

ATTENDEES FROM SIGN-IN SHEET: Kylie Johnson and Kimberly Zenzen

RESOLUTION 34-2022

DECEMBER 9, 2021 MINUTES

On motion of Councilman Pike seconded by Councilman Clark the following resolution was ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford
RESOLVED, that the minutes of December 9, 2021 be approved as presented.

RESOLUTION 35-2022

DECEMBER 27, 2021 MINUTES

On motion of Councilman Clark seconded by Councilman Pike the following resolution was ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford
RESOLVED, that the minutes of December 27, 2021 be approved as presented.

RESOLUTION 36-2022

JANUARY 3, 2022 MINUTES

On motion of Councilman Pike seconded by Councilman Clark the following resolution was ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford
RESOLVED, that the minutes of January 3, 2022 be approved as presented.

OPEN FORUM

No one requested the privilege of the floor.

ANNOUNCEMENTS/COMMUNICATIONS

Supervisor Pangrazio reviewed the following communications with the Board:

- Received a letter from a law firm in Pennsylvania in connection to the Lehigh Valley Railroad in connection with the remediation of the Leroy, NY Superfund Site. The site is currently developing a feasibility study, and part of the process involves an evaluation of groundwater use. Supervisor Pangrazio will update the Board at the next meeting.
- Association of Towns is hosting a virtual training on February 20-23, 2022.

DEPARTMENTS/COMMITTEES

ATTORNEY DWIGHT KANYUCK & DANIEL PANGRAZIO

Supervisor Pangrazio updated the Board that he and Attorney Kanyuck have contacted the attorney for Horseshoe Solar to discuss the PILOT agreement as well as a Host Agreement. Supervisor Pangrazio wants to make sure the Town receives benefits from the project. Kanyuck added that Horseshoe Solar's 94-c application has been filed with the State.

CODE ENFORCEMENT – TOM PERKINS

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

- Discussed a vacant farmhouse & ranch on James Doyle Dr.
- The home with multiple race cars on Ellicott Rd has new owners who have cleaned the area.
- Livingston Associates is planning to apply for a heavy equipment & inspection permit in the near future.
- Issued a permit for Valley, Sand & Gravel to begin the foundation of their second warehouse.

BUILDINGS & GROUNDS – SUPERVISOR PANGRAZIO

Supervisor Pangrazio discussed with the Board that he and Councilman Clark will be working to start repairs on the basement wall at the Town Hall. NYMER also inspected both the Town Hall and the Town Barn and was satisfied with everything with one suggestion for a fire alarm system at the Town Barns.

MARK SCHROEDER – HIGHWAY SUPERINTENDENT

Highway Superintendent Mark Schroeder updated the Board on the following projects that the Highway Department has been working on:

- Working for Livingston County.

TOWN CLERK'S REPORT – NOVEMBER 1, 2021 – NOVEMBER 30, 2021

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>
A1255	Conservation	Conservation	14	81.15
	MISCELLANEOUS	Marriage Certificate	1	10.00
		Sub-Total:		\$91.15
A1603	MISCELLANEOUS CASH	Death Certificates	5	50.00
		Sub-Total:		\$50.00
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	175	1,750.00
		Sub-Total:		\$1,750.00
A2544	Dog Licensing	Female, Spayed	18	108.00
		Male, Neutered	12	72.00
		Male, Unneutered	1	12.00
	Late Fee	Late Fee	2	10.00
		Sub-Total:		\$202.00
B2110	PLANNING/ZONING	Building Permits	2	58.00
		Sub-Total:		\$58.00
		Total Local Shares Remitted:		\$2,151.15
Amount paid to:	NYS Ag. & Markets Animal Population Control Fund			33.00
Amount paid to:	NYS Environmental Conservation			1,391.85
Total State, County & Local Revenues:	\$3,576.00	Total Non-Local Revenues:		\$1,424.85

TOWN CLERK’S REPORT – DECEMBER 1, 2021 – DECEMBER 31, 2021

<u>Account#</u>	<u>Account Description</u>	<u>Fee Description</u>	<u>Qty</u>	<u>Local Share</u>
A1255	Conservation	Conservation	3	3.42
	Genealogy Search and Certification	Genealogy Search and Certification	1	22.00
			Sub-Total:	\$25.42
A1603	MISCELLANEOUS CASH	Death Certificates	3	30.00
			Sub-Total:	\$30.00
A2130	MISCELLANEOUS CASH	Landfill - \$10.00	146	1,460.00
			Sub-Total:	\$1,460.00
A2544	Dog Licensing	Female, Spayed	15	90.00
		Female, Unspayed	1	12.00
		Male, Neutered	15	90.00
		Male, Unneutered	1	12.00
	Late Fee	Late Fee	1	5.00
			Sub-Total:	\$209.00
			Total Local Shares Remitted:	\$1,724.42
Amount paid to: NYS Ag. & Markets Animal Population Control Fund				36.00
Amount paid to: NYS Environmental Conservation				58.58
Total State, County & Local Revenues:			\$1,819.00	Total Non-Local Revenues:
				\$94.58

RESOLUTION 37-2022

TOWN CLERK’S MONTHLY REPORT – NOVEMBER 2021

On motion of Councilman Clark seconded by Councilman Pike the following resolution was ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford
RESOLVED, that the Clerk’s monthly report be approved as presented.

RESOLUTION 38-2022

TOWN CLERK’S MONTHLY REPORT – DECEMBER 2021

On motion of Councilman Pike seconded by Councilman Clark the following resolution was ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford
RESOLVED, that the Clerk’s monthly report be approved as presented.

OLD BUSINESS

RULES & REGULATIONS – NON-HIGHWAY & HIGHWAY

Supervisor Pangrazio handed out final copies of the 2022 Rules & Regulations for the Highway & Non-Highway employees. The Board reviewed the Rules and Regulations for Non-Highway and Highway Employees for the Town.

COURT AUDIT LETTER

Supervisor Pangrazio received a letter for the annual court audit. Councilwoman Rychlicki will audit the Court Clerk, Supervisor’s Clerk & Town Clerk.

NEW BUSINESS

RESOLUTION 39-2022

LEASE AGREEMENT WITH CALEDONIA RIFLE AND GUN CLUB

On motion of Councilman Pike seconded by Councilman Clark the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

RESOLVED, that Supervisor Pangrazio is authorized to sign the Lease Agreement with the Caledonia Rifle & Gun Club and the annual rent is set at \$1000.00 for the year.

RESOLUTION 40-2022

RULES & REGULATIONS FOR NON-HIGHWAY EMPLOYEES

On motion of Councilman Clark seconded by Councilman Pike the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

RESOLVED, that the Town Board approves the Rules and Regulations for Non-Highway Employees for 2022.

RESOLUTION 41-2022

RULES & REGULATIONS FOR HIGHWAY EMPLOYEES

On motion of Councilman Clark seconded by Councilman Pike the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

RESOLVED, that the Town Board approves the Rules and Regulations for Highway Employees for 2022.

RESOLUTION 42-2022

FUND BALANCE POLICY

On motion of Councilman Pike seconded by Councilman Clark the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

RESOLVED, that the Town Board has reviewed its Fund Balance Policy and adopts the current policy which is on file in the Town Office.

CALEDONIA LIBRARY BUDGET 2022

Supervisor Pangrazio handed out the budget for the Caledonia Library to the Board. A copy has been attached to the Town's budget and is on file in the Town Clerk's office.

QUARRY ROAD CULVERT WORK ESTIMATE

Supervisor Pangrazio received a copy of an estimate from MRB Group to repair the culvert on Quarry Road.

RESOLUTION 43-2022

GENERAL A CASH CAPITAL RESERVE TRANSFER

On motion of Councilman Pike seconded by Councilman Clark the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

RESOLVED, that Supervisor Pangrazio be authorized to transfer \$45,157.80 and the yearly interest to the General A Cash Capital Reserve.

RESOLUTION 44-2022

GENERAL B CD

On motion of Councilman Clark seconded by Councilman Pike the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

RESOLVED, that Supervisor Pangrazio be authorized to transfer \$16,292.65 and the yearly interest to the General B CD.

RESOLUTION 45-2022

HIGHWAY DB CASH CAPITAL RESERVE EQUIPMENT TRANSFER

On motion of Councilman Pike seconded by Councilman Clark the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

RESOLVED, that Supervisor Pangrazio be authorized to transfer \$31,509.56 and the yearly interest to the Highway Cash Capital Reserve Equipment fund.

REVIEW OF SUPERVISOR’S REPORT

All Board Members have received via email prior to the board meeting copies of the Monthly Supervisor’s Report which includes up-to-date Trial Balances and Budget to Actual revenues and expenditures and trial balances. All Board Members signed off on all reports.

AUDIT OF ABSTRACT OF PAID VOUCHERS AND TRIAL BALANCES

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

RESOLUTION 46-2022

PAYMENT OF BILLS

On motion of Councilman Pike seconded by Councilman Clark the following resolution was

ADOPTED – Aye- Pangrazio, Pike, Clark Nay- 0 Absent- Rychlicki, Bickford

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

GENERAL FUND A – Voucher #'s 1-19	\$ 9,541.01
GENERAL FUND B	\$ 0.00
HIGHWAY FUND DB – Voucher #'s 1-13	\$ 34,025.07
GRAND TOTALS	\$ 43,566.08

On motion to adjourn by Councilman Pike seconded by Councilman Clark and carried by all, the board meeting was adjourned.

Respectfully Submitted,

Seth Graham
Town Clerk