



Village of Corfu Organizational & Regular Meeting Minutes June 8, 2022

The Village of Corfu Mayor held its Organizational & Regular Meetings at 116 East Main Street on June 8, 2022, at 6:30 p.m. Present were Mayor Sargent, Deputy Mayor Doktor, Trustee Lauer, Trustee Reisdorf, Electrician, Norm Waff, Village Clerk, Jennifer Eck, and Zoning and Code Enforcement Officer, Robin Johnson. Trustee Johnson was absent.

The Mayor was opened the Organizational Meeting at 6:30 pm, followed by the Pledge to the Flag.

Motion was made by Trustee Reisdorf and seconded by Trustee Doktor to approve the following appointments:

Jennifer Eck	Clerk Treasurer
Jenny McMartin-Eck	Deputy Clerk Treasurer
Amy Smith	Court Clerk
Lori Stiles	Deputy Court Clerk
Allan Starkweather	Historian
Robin Johnson	Zoning and Code Enforcement

Discussed current members of:

Planning Board	Mark Zimmerman, Mike Hobbs, Joelle Toal
Zoning Board of Appeals	Jessica Doktor, Charlie Lenhard, Amy Johnson and Allan Starkweather

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Village policies were reviewed for any potential changes.

Motion was made by Deputy Mayor Doktor and seconded by Trustee Lauer to move the following Resolution:

RESOLVED: That the Village of Corfu hereby re-adopts the following Village policies Documents:

- NY Local Government Records (LGS-1) Resolution
- NYCLASS as a depository on the Investment Policy

- Reciprocal Municipal Cooperation Agreement: As adopted February 19, 2009. Whereby the Code/Building Administrator for the Town shall administer and enforce all of the provisions of the New York State Uniform Fire Prevention and Building Codes within the Village in the absence of the Village Code Enforcement Officer; and the Village Code Enforcement Officer will assist the Town in a like manner.
- Municipal Cooperation Policy: As adopted Feb. 19, 2009.
- Procurement Policy: As adopted March 21, 2011 and amended October 14, 2020.
- Credit Card Policy: As adopted Feb. 28, 2011 and reviewed October 14, 2020.
- Investment Policy: As adopted December 8, 2008 and reviewed October 14, 2020.
- Budget Policy: As adopted April 13, 2015 and reviewed October 14, 2020.
- Grievance Procedure: As adopted March 14, 2011 and reviewed October 14, 2020.
- Fair Housing Policy: As adopted March 14, 2011 and reviewed October 14, 2020.
- Conflict of Interest Policy: As adopted March 28, 2011 and reviewed October 14, 2020.
- Shared Service Agreement: As adopted March 21, 2011.
- Breach Notification Policy: As adopted October 14, 2020.
- Fund Balance Policy: As adopted November 12, 2012.
- Blood Borne Pathogens Policy: As adopted December 16, 2011.
- Compliance Policies: which include Equal Employment Opportunity and Harassment Policy, Workplace Violence as adopted in Employee Handbook July 1, 2019.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Motion was made by Deputy Mayor Doktor and seconded by Trustee Lauer to move the following Resolution:

RESOLVED: That the Village of Corfu hereby adopts the following Code of Ethics Policy

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Discussion of Departmental assignments for Board Members. Motion was made by Trustee Reisdorf and seconded by Trustee Lauer for the Departmental assignments:

- Deputy Mayor – Mike Doktor

- Budget, Finances – Trustee Lauer
- Sewer, Planning and Zoning – Trustee Reisdorf
- Beautification – Trustee Doktor
- Maintenance, Electrician – Trustee Johnson
- Police, Budget and Office – Mayor Sargent

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Motion was made by Deputy Mayor Doktor and seconded by Trustee Lauer to appoint Judge O’Connor to oversee the Court Department.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Motion was made by Trustee Lauer and seconded by Trustee Reisdorf to move the following Resolution to make the following designations for the remainder of the Fiscal Year 2022-2023:

BE IT RESOLVED that;

- Freed Maxick be retained as the Village Accounting Firm for the Village and completion of the Annual Update Document
- Whiting Law Firm be retained as Village Attorney
- Bond, Schoeneck & King be retained as Attorney for the Police Contract and police personnel.
- MRB be retained as the Village Engineers
- The Batavia Daily News be designated as the official newspaper
- M&T Bank be designated as the official depository of the Village of Corfu
- A fixed IRS rate mile for mileage is to be paid as reimbursement to Village Officers and Employees who use their personal automobiles while performing their official Village duties.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x

Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Motion was made by Trustee Lauer and seconded by Trustee Doktor that the Village Board meeting will be held the 2nd Wednesday of each month at 6:30 pm, at 116 East Main Street, Corfu NY 14036

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Motion made by Trustee Lauer and seconded by Trustee Reisdorf to establish special meetings of the Board of Trustees as follows:

The Mayor and Trustees of the Village shall constitute the Board of Trustees thereof. The Board shall meet at six-thirty o'clock in the evening (6:30 pm) of the 2nd Wednesday in the month following the annual election and such meeting is known as the Organizational meeting of the Board. The Board shall hold other regular meetings at such times and places in the Village as it shall by resolution provide. Special meetings may be called by the Mayor or any two Trustees, by causing a written notice, specifying the time and place thereof, to be served upon each member of the Board, personally, at least one hour, or by leaving a notice at his/her residence or place of business with some person of suitable age or discretion, or by email, at least twenty-four hours before the time of the meeting, or by mailing such notice at least seventy-two hours before such meeting. Any meeting may be adjourned to a later date, but not more than three (3) weeks. (See Section 87 of Village Law)

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Pursuant to Village Law 5-524(6), motion by Trustee Lauer and seconded by Deputy Mayor Doktor to move the following resolution:

RESOLVED: That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and discounted invoice charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claim are jointly and

severally liable for any amount the Board of Trustees disallows; AND that this resolution is effective immediately.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Planning Update:

- Permits received: roof repair, 2 generators
- Mr. Johnson
 - o spoke with Gwen Frey regarding the letter about the fencing issue
 - o Spoke with John Hoffman about grass
 - o Spoke with Lawrence Ave resident in need of pool permit
 - o Spoke with Mr. Dix about the sign permit – Mr. Johnson asked the Board to accept the requirements that have been met

Trustee Reisdorf made a motion to amend the previous sign requirement and accept Potter’s sign as is, 2nd by Trustee Lauer.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Police Update:

- Trustee Lauer reviewed the memorandum of services for Darien Town Court; this is a yearly contract to be renewed every year, Mayor Sargent will send out to all Board members for approval at next meeting.

Court Update:

- No Update

7 pm- Mr. Schollard, Camden Group Plant Operator entered the meeting

Maintenance Update:

- Mr. Waff addressed the Board for the following items:
 - o Repair of pressure washers
 - o Camden Group employee, Ryan Pfeiffer was trained on the pressure washer

- Town of Pembroke sprayed for vegetation control around all buildings, tanks and fence line
- Securing FCC portable licenses
- Creating a photo inventory for tool policy
- Met with Mr. Johnson at High School
- Discussed the price difference in mixing 50/1 fuel for trimmers and saws, Mr. Waff will purchase new cans, etc.
- Need splash blocks for downspouts, Board approved of purchase
- Discussed the need of weather stripping, drywall repairs at old shop, Board approved of purchase
- Trustee Reisdorf spoke with Scott Turner; Mr. Turner suggested Depot Street needed for repairs, will get quote for material
- Mr. Waff questioned concrete at plant; Board asked Mr. Waff to get a quote for project
- Deputy Mayor Doktor questioned Brush pickup, Brush pick up confirmed Monday's and Fridays from Camden Group, Mr. Schollard

Office Update:

Deputy Mayor Doktor made a motion to approve the 5/25/22 minutes, 2nd by Trustee Reisdorf

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Trustee Reisdorf made a motion to approve the bills in the amount of \$20,509.18 per cash requirements, 2nd by Deputy Mayor Doktor.

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

VILLAGE OF CORFU - General Fund
Abstract of Bills
6.8.22 - Budget Year 2021-2022

Inv. Date	Inv #	Vendor	G/L #	Amt. Due

6.1.22	May-22	Council 82		\$249.60
6.1.22	May-22	Genesee Prosecutors	1110.4	\$557.00
6.2.22	8ac4b8e2	Johnson Newspaper	1325.4	\$38.81
5.25.22	8915292105	National Grid	5182.4	\$762.48
5.26.22	Memorial Day	Sterling Tent	8510.4	\$275.00
6.1.22	44682	Town of Pembroke	3120.4	\$1,067.12
6.1.23	44683	Town of Pembroke	5110.4	\$202.30
6.1.22	Home depot	Norm Waff	5110.4	\$5.26
5.31.22	mileage	Norm Waff	5110.4	\$394.88
5.24.22	191966	Williamson Law	1110.4	\$115.61
				\$3,668.06

VILLAGE OF CORFU - General Fund
Abstract of Bills
6.8.22 - Budget Year 2022-2023

Inv. Date	Inv #	Vendor	G/L #	Amt. Due
6.1.22	437522	Amherst Alarm	1325.4	\$120.00
6.1.22	6781	Camden Group	5110.4	\$4,593.33
6.2.22	25519972	Quill	1325.4	\$41.98
6.6.22	E12445	Panda Group	5110.4	\$104.45
6.2.22	43088	Sewing Tech	3120.4	\$64.99
5.23.22	9907268797	Verizon	3120.4	\$120.03
				\$5,044.78

VILLAGE OF CORFU - Sewer Fund
Abstract of Bills
6.8.22 Budget Year 2021-2022

Inv. Date	Inv #	Vendor	G/L #	Amt. Due
5.31.22	Mileage 2021-2022	Norm Waff	8130.40	\$ 66.69
6.1.22	6816	Camden Group	8120.40	\$ 300.00
6.1.22	6815	Camden Group	8120.40	\$ 250.00
6.1.22	6801	Camden Group	8130.40	\$ 93.50
6.1.22	6800	Camden Group	8130.40	\$ 93.50
6.1.22	6799	Camden Group	8130.40	\$ 93.50
6.1.22	6804	Camden Group	8130.40	\$ 234.00
				\$ 1,131.19

Abstract of Bills
6.8.22 Budget Year 2022-2023

Inv. Date	Inv #	Vendor	G/L #	Amt. Due
6.1.22	6791	Camden Group	8130.40	\$ 3,000.00
6.1.22	6773	Camden Group	8130.40	\$ 7,148.07
5.22.22	5994661	Frontier	8120.40	\$ 62.13
5.22.23	5994662	Frontier	8120.40	\$ 62.13
5.22.24	5996454	Frontier	8120.40	\$ 154.85
5.22.25	5993311	Frontier	8120.40	\$ 86.01
5.21.22	144726301052122	Spectrum	8130.40	\$ 151.96
				\$ 10,665.15

Sewer Update:

- Mr. Schollard discussed with the Board the issues that Camden Group has been having with the filters and PH levels
 - o Performance testing has not been completed to date
 - o Recommendation of a life tube, signage and body hook for the plant – ok to purchase
 - o Discussed checking grease traps
 - o Mr. Schollard said they are in need of lab equipment
 - o Discussed issues with Plant #1 of repairs that Camden were preparing quotes; Mr. Schollard will put a list and quote together.
- Waiting to hear back from MRB regarding IMA with Town of Pembroke
- Have not heard anything from Darien.

Deputy Mayor Doktor made a motion to make the final payment owed to General Fund to Sewer fund in the amount of \$24,487.74, 2nd by Trustee Reisdorf

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				X
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Beautification Committee:

- Deputy Mayor Doktor attended Darien Lake meeting; discussion on scheduling changes and concert admission planned, Deputy Mayor Doktor prepared information to Darien Lake for reimbursement for the Officers on duty during concert events
- Discussed Farmers Market – 5 Vendors and 1 Farm so far have signed agreements
- Deputy Mayor Doktor will request stone from County Line Stone
- Great responses from community yard sale and autumn in the village

Trustee Lauer made a motion to adjourn meeting at 7:30 p.m., 2nd by Deputy Mayor Doktor:

The motion was **passed** on the following vote:

VOTE	YES	NO	ABSTAIN	ABSENT
Mayor Sargent	X			
Trustee Doktor	X			
Trustee Johnson				x
Trustee Lauer	X			
Trustee Reisdorf	X			
VOTE TOTAL	4			1

Respectfully Submitted,

Jenny McMartin-Eck
Deputy Clerk