

RUSH TOWN BOARD
Minutes of October 9, 2013

A regular meeting of the Rush Town Board, County of Monroe, was called to order by Supervisor Richard Anderson at 7:00 PM on October 9, 2013, at the Rush Town Hall, 5977 East Henrietta Road, Rush, New York. Everyone present participated in the Pledge of Allegiance.

PRESENT:	Richard Anderson	-----	Supervisor
	William Riepe	-----	Councilperson, Deputy Town Supervisor
	Kathryn Steiner	-----	Councilperson
	Cathleen Frank	-----	Councilperson
	Daniel Woolaver	-----	Councilperson
	Pamela Bucci	-----	Town Clerk
	John Mancuso, Esq.	-----	Attorney for the Town

OTHERS

PRESENT:	Mark David	-----	Highway Superintendent, Resident
	Al Sweet	-----	Resident
	Rita McCarthy	-----	Resident

I. OPEN FORUM

Supervisor Anderson welcomed all to the meeting and opened the floor to anyone wishing to address the Town Board. He stated that all comments should be brief and any questions asked would be answered at that time or after research, responded to at a future date.

II. APPROVAL OF MINUTES

RESOLUTION #140-2013

Councilperson Steiner moved to approve the October 9, 2013, Minutes as presented by the Town Clerk. Councilperson Frank seconded the motion.

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

III. TRANSFER OF FUNDS

RESOLUTION #141-2013

Councilperson Steiner moved, BE IT Resolved, that having audited all the unreserved, unanticipated revenues and unexpended balances of existing

appropriations, I move that transfer #19 through #22 in the amount of \$10,863.98 be allowed. Councilperson Riepe seconded the motion.

BUDGET TRANSFERS 10/9/2013-2013 Funds

Transfer from the unexpended balance of an existing appropriation'(s).

General Fund

Transfer Number	Amount	Decrease Appropriation		Increase Appropriation	
		Account	Description	Account	Description
19	1223.00	DA-5148.1	Services for other Govts Personal Services	DA-5112.1	Road Construction Personal Services
			Reallocate Highway Budget per Mark David		
20	6000.00	DA-5110.4	Maintenance of Roads Personal Services	DA-5112.4	Road Construction Contractual
			To reallocate Highway Budget per Mark David		
21	2035.00	DA-5110.4	Maintenance of roads Contractual	DA-5112-4	Road construction Contractual
			To reallocate Highway Budget per Mark David		

General Fund

Transfer Number	Amount	Decrease Appropriation		Increase Appropriation	
		Account	Description	Account	Description
22	1605.98	A1990.4	Contingency Personal Services	A-1620.49	Building Water Loss
			To cover balance of water loss		

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

IV. APPROVAL OF ABSTRACT

RESOLUTION #142-2013

Councilperson Steiner moved Be It Resolved, that having audited all the claims against the funds listed on Abstract #10-1 (20), for vouchers #1028 through #1075, be allowed for payment in the amount of \$71,893.08.

Councilperson Riepe seconded the motion.

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

V. CORRESPONDENCE

Monroe County Sheriff's Department – Weekly Zone B Report– Supervisor Anderson stated that Rush reported criminal mischief of a broken window on a vehicle parked in a lot on Rush Scottsville Road.

VI. REPORTS OF OFFICERS AND COMMITTEES

Councilperson Riepe had no meeting to attend, however, wished, as liaison to the Planning Board, to acknowledge John Felsen, Chair of the Planning Board for at least 25-30 years for serving the Rush community. Supervisor Anderson asked that Town Clerk Bucci provide actual service years and a Certificate will be prepared by the Supervisor's Office.

RESOLUTION #143-2013

Councilman Riepe motioned to acknowledge John Felsen, Chair of the Planning Board for his years of service to the Rush community. Supervisor Anderson seconded the motion.

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

Councilperson Steiner attended the Conservation Board meeting. Specific questions regarding applications reviewed will be submitted to the appropriate boards. The Conservation Board and Library Board of Trustees have requested a tour of town acquired BOCES property. Recreational Agricultural Citizens Committee Chair Jerry Horton and member Phillip Daggar will be providing the

tour on Sunday, October 20th at 11 AM. Supervisor Anderson noted that keys to the property could be obtained by Town Clerk Pamela Bucci.

Councilperson Woolaver had no report but inquired of the Election polling location. Town Clerk Bucci stated that she would provide a full report.

Councilperson Frank, liaison to the Library Board of Trustees, reported that they are researching the creation an endowment fund for using the Rochester Area Community Foundation (RACF) to manage their money. The benefit of using the RACF would create a higher investment. The Rush Library may use interest from the endowment fund. A number of other libraries around the county have moved in the same direction. A campaign letter will be sent in the near future.

Supervisor Anderson requested Attorney John Mancuso to review the RACF agreement.

Highway Superintendent Mark David reported town-wide drainage is almost complete, topsoil restoration is being done, the Monroe County project on Woodruff Road is complete and work is almost complete on Middle Road. The ADA basketball court is ready for a concrete pour and timing and weather is being worked out.

Town Clerk Pamela Bucci stated that the Board of Elections previously approved, other than the Presidential Elections, the use of the William Udicious Pavilion. In meeting with the Board of Elections this week, we decided to avoid public confusion and to provide adequate space for the machinery, all future elections for Districts 1 through 4 will be held at the Rush United Methodist Church. The Board of Elections will be placing an ad in the Genesee Valley Penny Saver to provide a corrected poll location and will be sending all registered voters their standard voting location information. The Board of Elections will reimburse the Town for the cost of renting the Rush United Methodist Church and the advertisement. Town Clerk Bucci will be attending a Board of Elections meeting for Town Clerks regarding a change in vote reporting procedures. A Monroe County Clerks Tax Receivers and Collectors business meeting is scheduled in October. All NYSDEC agents will be attending a training session for launching of the new licensing software.

The advertisement deadline for submitting letters for the Rush Agricultural Advisory Committee has passed. Valerie Mertsock will be contacting the Board members to set up interviews.

A supplement to the Rush Town Code has arrived. All officials and employees that hold a Rush Town Code book are asked to bring their book to the Clerk's

Office for updating. The Code is on the town website. Local Law #3 will soon be delivered for inserting into the Code.

VII. OLD BUSINESS

A. Town Hall Shutter Proposal – Supervisor Anderson has consulted with Highway Superintendent David for a much lesser installation cost. Additional cost information will be gathered and an update will be provided.

B. Solar Energy Proposal - Supervisor Anderson will research the opportunity further.

C. Town Hall IT Policy – Supervisor Anderson noted that the auditors recommended Rush create an IT policy. Councilperson Frank was applauded for completing the IT policy. Banking alert check points and Human Resources information accessibility for the Finance Director and the Town Clerk/Tax Collectors are included in the IT policy. Councilperson Frank read those policy points aloud. The policy will be incorporated into the Town Hall Employee Manual. All employees will be provided an IT Policy and will be required to sign an agreement to follow.

RESOLUTION #144-2013

Supervisor Anderson moved to approve the IT Policy Copyright 2013 and incorporate it into the Rush Town Hall Employee Manual. Councilperson Riepe seconded the motion.

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

VIII: NEW BUSINESS

A. Purchase of New Computers – Supervisor Anderson stated that the Town Hall and Highway Department currently have 5 computers requiring replacement. The computers are supported by WindowsXP which will no longer be supported in the spring 2014. A media reader is also requested. The Finance Director, Court Clerk, Supervisor's Secretary, Town Clerk Counter and Highway require new computers.

RESOLUTION 145-2013

Councilperson Steiner motioned to authorize the purchase to replace 5 computers and 1 media reader for the Supervisor's Secretary, Finance Director, Court Clerk, Highway Department and Town Clerk Office from the PinPoint

Group, 15 East Buffalo street, Churchville, New York in the amount of \$3,759.46. Funds are available in the 2013 budget. Councilperson Frank seconded the motion.

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

B. Resolution to Approve the Tentative 2014 Budget – Supervisor Anderson previously called for all Town Board members input on the budget to be forwarded to him by October 1st. Receiving no remarks, as promised Supervisor Anderson requested that the Town Clerk place the proposed Tentative 2014 on the town website on October 2nd for public review.

RESOLUTION #146-2013

Councilperson Steiner moved to approve the 2014 Tentative Budget as presented by Town Clerk Pamela Bucci on September 11, 2013, pursuant to Town Law Section 106. Councilperson Woolaver seconded the motion.

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

C. Set Preliminary Budget 2014 Public Hearing Date – Supervisor Anderson requesting that a public hearing be scheduled for the 2014 Preliminary Budget on October 23, 2013, at 7:15 PM.

RESOLUTION #147-2013

Councilperson Steiner motioned to direct the Town Clerk to publish in the town designated newspaper a notice of public hearing on October 23, 2013, 7:15 PM at the Rush Town Hall, 5977 East Henrietta Road, Rush, New York for the purpose of hearing the 2014 Preliminary Budget pursuant to Town Law Section 107. Councilperson Woolaver seconded the motion.

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

D. Resolution to Authorize Town Clerk to Surety Bond and Official Undertaking – Supervisor Anderson stated that in order for the Finance Director, Tax Collector and Deputy Town Clerk to collect town funds, they must be bonded.

Councilperson Riepe asked whether or not the Supervisor needed a surety bond. Supervisor Anderson does not have direct contact with the same amounts of money that the Finance Director, Town Clerk or Deputy Town Clerk do.

RESOLUTION #148-2013

Councilperson Steiner moved that the Town Board of the Town of Rush hereby approves the surety bond, form and amount of the official undertaking for the faithful performance of the duties of the Town Clerk and Tax Collector, Deputy Town Clerk and Finance Director, as filed in the Town Clerk's Office. Councilperson Frank seconded the motion.

Type of Undertaking:	Public Official Liability/Employee dishonesty
Insurance Company:	To be Determined
Amount:	\$249,000.00 - Town Clerk/Tax Collector \$249,000.00 - Deputy Town Clerk 4125,000.00 – Finance Director

Roll:

Councilperson Riepe	aye	
Councilperson Steiner	aye	
Councilperson Frank	aye	
Councilperson Woolaver	aye	
Supervisor Anderson	aye	carried.

VIII. OPEN FORUM

Supervisor Anderson opened the floor to the public, however, the audience had no response.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned by Supervisor Anderson at 7:30 PM and approved by common consent of all councilpersons present.

Respectively submitted,

Pamela J. Bucci
Town Clerk