

Regular Monthly Meeting  
Caledonia Town Board  
January 14, 2016

The Regular Monthly Meeting of the Town Board of the Town of Caledonia was held January 14, 2016, 7:00 P.M., at the Town Hall, 3109 Main Street, Caledonia, NY.

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

**PRESENT:** Supervisor Daniel Pangrazio  
Councilman Mark Rothrock  
Councilwoman Pamela Rychlicki  
Councilman Tim Anderson  
Councilman Todd Bickford  
Town Clerk Laurie Sattora

**OTHERS:** Highway Superintendent Mark Schroeder

**RESOLUTION 33-2016**

**APPROVAL OF DECEMBER 10, 2015 MINUTES**

On motion of Councilman Rothrock, seconded by Councilman Bickford the following resolution was  
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson Absent -0 Nay-0  
RESOLVED, that the minutes of December 10, 2015 be approved as presented.

**RESOLUTION 34-2016**

**APPROVAL OF DECEMBER 29, 2015 MINUTES**

On motion of Councilwoman Rychlicki seconded by Councilman Bickford the following resolution was  
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson Absent -0 Nay-0  
RESOLVED, that the minutes of December 29, 2015 be approved as presented.

**RESOLUTION 35-2016**

**APPROVAL OF JANUARY 4, 2016 MINUTES**

On motion of Councilman Rothrock, seconded by Councilman Anderson the following resolution was  
ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson Absent -0 Nay-0  
RESOLVED, that the minutes of January 4, 2016 be approved as presented.

**OPEN FORUM**

No one requested to speak.

**ANNOUNCEMENTS/COMMUNICATIONS**

Supervisor Pangrazio reviewed the following communications with the Board

- Community Update from the United States Environmental Protection Agency – Lehigh Valley Railroad Derailment Superfund Site, located in the Town of LeRoy, Genesee County, NY.
- Letter received from Superintendent of Schools Robert Molisani announcing that a one-time grant was received in the amount of \$7,051.00 to help with the cost of the fulltime School Resource Officer for added security and necessary law enforcement services. This reduces the Town's portion of the cost to \$3525.50 for the 2016-2017 school year.
- Letter from Assemblyman Bill Nojay letting the Town know that his new district office has moved to 30 Office Park Way in Pittsford NY and his new telephone number is (585) 218-0038.
- Angela Ellis sent an update that the Livingston County E-911 Tower project is on schedule and within budget.
- Letter sent from Code Enforcement Tom Perkins to a resident regarding an address changes due to the 911 Emergency Response system because the property access is located on an adjacent road since the current property address has no access to the owner's residence since the driveway is inaccessible.

**DEPARTMENTS/COMMITTEES**

**ATTORNEY – PETER SKIVINGTON**

Attorney Skivington was not required to attend the Board Meeting.

**RESOLUTION 36– 2016**

**TRAFFIC SAFETY BOARD**

On motion of Councilman Rothrock, seconded by Councilman Bickford, the following resolution was

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

RESOLVED, that the Town Board has appointed Mark Schroeder as the Town of Caledonia representative and Timothy Anderson as an alternate to the Traffic Safety Committee.

**HIGHWAY DEPARTMENT – MARK SCHROEDER**

Highway Superintendent Mark Schroeder reported to the Board on the projects that the Highway Department has been busy working on.

- The work on the Highway Department heating system has been completed.
- The Highway Department has been working vehicle repairs and also working on the Recycle Barn. Highway Superintendent Mark Schroeder stated that they will eventually be working on the gates at the Town Barns and relocating the fence around the recycling area to keep the Town Barns more secure.
- JP Schepp of Chatfield Engineering has been working on the McIntyre Road Drainage Project. The survey has been completed and now the next step is for Attorney Skivington to draft the Easement Agreement.
- In cooperation with the Livingston County Sheriff’s Department, prisoners have assisted is putting up the snow fence this Fall and in the coming months they will be assisting with vehicle cleaning, waxing, shop clean up and painting.

**TOWN CLERK-LAURIE SATTORA**

Town Clerk Laurie Sattora submitted her monthly report to the Town Board for the month of December 2015.

**TOWN CLERK’S REPORT DECEMBER 2015**

Total Local Shares Remitted to Town Supervisor	<b>\$ 2,020.96</b>
Amount paid to: NYS Ag. & Markets Animal Population Control Fund	<b>\$ 31.00</b>
Amount paid to: NYS Department of Environmental Conservation – ACH(Electronically)	<b>\$ 127.54</b>
Amount paid to: NYS Department of Health For Marriage Licenses	<b>\$ 22.50</b>
<b>Total State, County &amp; Local Revenues for December 2015:</b>	<b>\$ 2,202.00</b>

**RESOLUTION 37-2016**

**ACCEPT DECEMBER 2015 TOWN CLERK’S MONTHLY REPORT**

On motion of Councilman Anderson seconded by Councilman Bickford the following resolution was

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

RESOLVED, that the December 2015 Town Clerk’s monthly report was approved as presented.

**NEW BUSINESS**

**RESOLUTION 38-2016**

**LEASE AGREEMENT WITH CALEDONIA RIFLE & GUN CLUB**

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

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

RESOLVED, that the Supervisor is authorized to sign the lease agreement with the Caledonia Rifle and Pistol Club for the year 2016 and the annual rent is set at \$1000.00 for the year.

**RESOLUTION 39-2016**

**APPOINTMENT OF JENEA RYCHLICKI TO FULFILL KENNETH ESTES TERM ON THE PLANNING BOARD WITH TERM ENDING 12-31-2020**

On motion of Councilman Bickford, seconded by Councilman Rothrock, the following resolution was

ADOPTED- Aye- Pangrazio, Bickford, Rothrock, Anderson      Nay-0      Absent- 0      Abstain - Rychlicki  
RESOLVED, that Jenea Rychlicki be appointed to the Town of Caledonia Planning Board with term ending December 31, 2020 to fulfill the vacancy of Kenneth Estes.

**RESOLUTION 40-2016**

**ADOPTION OF 2016 HIGHWAY RULES AND REGULATIONS**

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

ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson      Absent –0      Nay-0  
RESOLVED, that the Town Board approves the 2016 Highway Rules and Regulations.

**RESOLUTION 41-2016**

**ADOPTION OF 2016 NON-HIGHWAY RULES AND REGULATIONS**

On motion of Councilman Anderson, seconded by Councilman Rothrock the following resolution was

ADOPTED- Aye- Pangrazio, Anderson, Rychlicki, Bickford, Rothrock      Nay-0      Absent – 0  
RESOLVED, that the Town Board approves the 2016 Non-Highway Rules and Regulations.

**RESOLUTION 42-2016**

**ELECTRICAL INSPECTION – MIDDLE DEPARTMENT AGENCY**

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

ADOPTED- Aye- Pangrazio, Anderson, Rychlicki, Bickford, Rothrock      Nay-0      Absent – 0  
RESOLVED, that the application by Middle Department Inspection Agency for a license to perform electrical inspections, be approved for 2016.

**RESOLUTION 43-2016**

**FUND BALANCE POLICY**

On motion of Councilman Anderson, seconded by Councilman Rothrock the following resolution was

ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson      Absent –0      Nay-0  
RESOLVED that the Town Board has reviewed its Fund Balance Policy and adopts the current policy which is on file in the Town Office.

**RESOLUTION 44-2016**

**TRANSFERS – RECEIPT OF 2016 HIGHWAY FUND HEALTH INSURANCE CONTRIBUTION**

On motion of Councilman Rothrock, seconded by Councilman Bickford the following resolution was

ADOPTED- Aye- Pangrazio, Anderson, Rychlicki, Bickford, Rothrock      Nay-0      Absent – 0  
RESOLVED, that Supervisor Pangrazio is authorized to make the following budgetary transfers:  
FROM: DB2770.00 (Misc Revenues-Reimbursements) \$2,225.04  
To: DB9060.800 (Hospital & Medical Insurance) \$2,225.04

**RESOLUTION 45-2016**

**TRANSFERS – RECEIPT OF 2016 GENERAL FUND HEALTH INSURANCE CONTRIBUTION**

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

ADOPTED- Aye- Pangrazio, Rychlicki, Rothrock, Bickford, Anderson      Absent –0      Nay-0  
RESOLVED, that Supervisor Pangrazio is authorized to make the following budgetary transfers:  
FROM: A2770.00 (Misc Revenues-Reimbursements) \$1,668.84  
To: A9060.800 (Hospital & Medical Insurance) \$1,668.84

**RESOLUTION 46-2016**

**MARK CALLAN – PLANNING BOARD –7-YR TERM ENDING DECEMBER 31, 2022**

On motion of Councilman Anderson, seconded by Councilman Bickford, the following resolution was

ADOPTED- Aye- Pangrazio, Bickford, Rychlicki, Anderson      Nay-0      Absent- 0      Abstain - Rothrock  
RESOLVED, that Mark Callan be re-appointed to the Town of Caledonia Planning Board with term ending December 31, 2022.

**RESOLUTION 47-2016**

**PLANNING BOARD SECRETARY –RESIGNATION & APPOINTMENT**

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

RESOLVED, that with regret the Board accepts the resignation of Rebecca Schroeder effective February 1, 2016. Effective February 2, 2016 Katie Hillman shall now be appointed the Planning Board Secretary.

**REVIEW OF SUPERVISORS REPORT**

The Board Members have received via e-mail 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 the reports.

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

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

**RESOLUTION 48-2016**

**PAYMENT OF BILLS**

On motion of Councilman Anderson, seconded by Councilman Rothrock the following resolution was

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

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

GENERAL FUND A – Voucher #'s 1 – 3,5,7-34	\$ 14,853.34
GENERAL FUND B - Voucher # 4-6	\$ 531.24
HIGHWAY FUND DB – Voucher #'s 1- 18	\$ 12,450.11
GRAND TOTAL	\$ 27,834.69

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

Respectfully Submitted,  
Laurie Sattora  
Town Clerk