

AGENDA

VILLAGE OF LIVONIA Regular Board Meeting Board of Trustees February 26, 2025

1. Call to Order - Pledge @ 7:05 PM
2. Open Session
- #2 3. Pay Bills Claims # 224 - 243; \$229,058.95
- #3 4. Approve Minutes –January 23, 2025 Meeting
- #4 5. Ambulance District Year End Report
6. Deputy Clerk Reports
 - #5 a. Dog Control Contract with County
 - b. Website reservation calendar
 - c. Quote from Edmunds GovTech for online tax collection
 - d. Elavon credit card processing options
 - #6 e. Electronic payment policy for utilities
 - #7 f. Community Bank Corporate Authorization Resolution for Deputy Clerk
 - g. Laserfiche discussion
 - #8 h. Adopt LGS-1 as Official Records Retention Schedule
7. Reports – Holly and Bill Re: West Ave
8. Lease Agreement with Rotary – 2nd Read
- #9 9. Pro-Housing Community Resolution
10. Other Reports?
11. Executive Sessions
 - a. Contract Negotiations (with Cindy and Chris H)
 - b. Contract Negotiations (Mayor & Board)
 - c. Discuss the employment history of a particular individual (Mayor & Board)
12. Adjournment

Village of Livonia
Board of Trustees Meeting
February 26th, 2025

Present: Mayor Chris Genthner, Dan Coon, Cindy Pfeifer, Bill Kurtz, Colleen Hay, Holly Kubrich, Chris Hoffmann, and Annette Meade.

Guest: Earl Hay, Scott Marshall, Chief Brian Allen and Matt Cicero.

Mayor Genthner called the meeting to order at 7:00 PM.

M/2/C (H. Kubrich, B. Kurtz) to approve the minutes from the January 23rd, 2025 meeting. Passed 5 to 0.

M/2/C (H. Kubrich, D. Coon) to approve the payment of claims #224 to #243 in the amount of \$229,058.95. Passed 5 to 0. It was noted that claim #228 in the amount of \$202,557.21, made payable to Navistar Financial Corp, is payment in the full amount for the DPW's new International truck.

Town of Livonia Ambulance District #1 Year End Report
Please find this report attached.

There were 1,229 call for service in 2024

Two members completed Paramedic Class

Increased ALS coverage to nearly 80% for primary calls

Primary BLS coverage was 100%

Five new AEDs were received through Firehouse Subs grant

Ambulance Replacement Goal is to bid and order a new unit by the end of this year for delivery in 2028.

M/2/C (D. Coon, A. Meade) to accept this annual report from the Livonia Ambulance District. Passed 5 to 0.

Deputy Clerk Reports

Dog Control Contract with Livingston County (this contract is attached)

M/2/C (A. Meade, B. Kurtz) to approve and renew the Intermunicipal Agreement with Livingston County to provide the Village of Livonia with Dog Control Services.

Passed 5 to 0. This agreement will be signed by Mayor Genthner and then notarized.

Website Reservation Calendar

Colleen Hay told the Village Board that online reservations can now be made for both Community Park and Bowen Park. The Website shows availability. The fee for a Park Reservation is \$50.00.

Quote from Edmunds GovTech for online tax collection

Please find this one page article attached.

Colleen Hay shared with the Village Board that the fee for the first year is \$2,800. The fee for the following year is \$700. It is not known how many residents would use this online tax collection service.

Elavon credit card processing options

Please find a 5 page packet from Elavon and Community Bank attached.

Community Bank uses Elavon for the use of credit card charges. Elavon has been a leader in payment processing for over twenty five years. Elavon would pay the Village of Livonia 100% of the utility payment. The payer receives two separate transactions on their statement. The first transaction shows the amount of the payment. The second transaction is the Service Fee which equals 3% of the first transaction. Mayor Genthner commented that he is not sure that there is enough volume to warrant the cost of the service.

Electronic payment policy for utilities

Please find this attached.

M/2/C (B. Kurtz, D. Coon) to approve and authorize the electronic payment of public utilities referenced in the attached policy. Passed 5 to 0. Several of the utility services include electric, gas, water, sewer, fuel oil and telephone bills. Electronic payments will be reviewed by either the Mayor or the Deputy Mayor.

Community Bank Corporate Authorization Resolution for the Deputy Clerk

Please find this bank form from Community Bank attached.

This authorization will allow Colleen Hay the ability to: transfer money between accounts, initiate ACH payments, stop payments on a check and view bank statements and transactions.

Community Bank Corporate Authorization for the Deputy Clerk – cont.
M/2/C (H. Kubrich, A. Meade) to approve and authorize that Colleen Hay – Deputy Clerk for the Village of Livonia has the Village of Livonia Board of Trustees permission to access the above listed banking information at Community Bank, NA. Passed 5 to 0.

Laserfiche discussion – Preservica

There was no quote given at this time.

Colleen Hay recommends that the Village wait and see what Livingston County offers.

Adopt LGS-1 as the Official Records Retention Schedule

Please find this one page item attached.

M/2/C (D. Coon, B. Kurtz) to adopt and approve the Retention and Disposition Schedule for New York Local Government Records. Passed 5 to 0.

Reports continued

Holly Kubrich & Bill Kurtz – West Avenue – Stone Creek Estates

At the meeting that Holly Kubrich and Bill Kurtz attended, they noted several items to discuss with the Village Board. The builder does not plan on this project being low income housing. A retention pond will be constructed. A Traffic Study will be done. Neighbors on West Avenue voiced their concerns regarding their water pressure and construction vehicles on West Avenue. It was also mentioned that the Livonia Planning Board has approved the first phase of this project which would entail the construction of two duplexes.

Pro-Housing Community Resolution

Please find this one page resolution attached.

This resolution is important for the Downtown Development Program that has been so beneficial to the Village of Livonia Business District.

M/2/C (H. Kubrich, A. Meade) that the Village of Livonia Board of Trustees adopts the Pro-Housing Communities pledge in order to take positive steps to alleviate the housing crisis in New York State. Passed 5 to 0.

Livonia Fire Department - new fire truck committee

Dan Coon reported that 3 bids were submitted. The bid from Holden in Buffalo was accepted. This new fire truck will be delivered in three years.

Reports continued.

New Mural on the Sullivan Insurance Building

Annette Meade mentioned that there will be a mural meeting on Thursday. Louise Wadsworth will be there. It will be necessary to repair the wall on the building before painting the mural.

Executive Session

M/2/C (D. Coon, H. Kubrich) to enter into Executive Session. Passed 5 to 0.

M/2/C (B. Kurtz, H. Kubrich) to exit from Executive Session. Passed 4 to 0.

M/2/C (A. Meade, D. Coon) to adjourn the Village Board Meeting at 8:52 PM. Passed 4 to 0.

Respectfully Submitted,

Jo Ann Weber

******Change in Meeting Date******

April 2nd, 2025 Reorganization Meeting

ABSTRACT OF AUDITED VOUCHERS

GENERAL FUND

VILLAGE OF LIVONIA

LIVINGSTON COUNTY, NEW YORK

DATE OF AUDIT: 02/26/2025

NUMBER 009

TOTAL CLAIMS: \$229,058.95

(Original to Village Treasurer - Duplicate to be retained by Village Clerk or Auditor)

Voucher #	Claimant	Account #	Amount	Check
224	BRIGGS TIRE SERVICE 57744/2 - 15X6 DISMOUNT/MOUNT	A5132.400	50.00	6551 02/03/2025
225	US POSTAL SERVICE E87174683-02032025/500 WINDOW ENVELOPES	A1670.400	455.30	6552 02/03/2025
226	FRONTIER 585-346-3100-070108-6-0203202/OFFICE PHONE	A1620.400	193.73	6553 02/03/2025
226	FRONTIER 585-346-2010-100185-6-02032025/GARAGE PHONE	A5132.400	66.23	6553 02/03/2025
227	NATIONAL GRID 61400-70002-02192025/12 W MAIN ST	A5182.400	283.96	6554 02/03/2025
227	NATIONAL GRID 37952-94101-02202025/OUTDOOR LIGHTING	A5182.400	1,555.28	6554 02/03/2025
227	NATIONAL GRID 42536-63100-02152025/OUTDOOR LIGHTING	A5182.400	253.89	6554 02/03/2025
227	NATIONAL GRID 26631-01006-02192025/GROVE ST	A5182.400	47.14	6554 02/03/2025
227	NATIONAL GRID 81161-35005-02192025/CHURCH ST	A5182.400	198.03	6554 02/03/2025
227	NATIONAL GRID 32187-95104-02212025/COMMUNITY PARK	A7110.400	81.44	6554 02/03/2025
227	NATIONAL GRID 57791-25008-02192025/VOSLER PARK	A7110.400	141.68	6554 02/03/2025
227	NATIONAL GRID 03640-55005-02192025/VOSLER PARK	A7110.400	102.63	6554 02/03/2025
227	NATIONAL GRID 83387-98108-02192025/61 MAIN ST BALLPARK	A7110.400	71.67	6554 02/03/2025
227	NATIONAL GRID 45027-62007-02192025/ART PARK	A7110.400	133.84	6554 02/03/2025
228	NAVISTAR FINANCIAL CORP 250040-124/2025 INTERNATIONAL	A5110.200	202,557.21	6555 02/03/2025
229	NORTHERN SUPPLY 132797/RUBBER BLADE	A5110.420	192.00	6556 02/03/2025
229	NORTHERN SUPPLY 132514/RUBBER BLADE AND BOLTS	A5110.420	503.00	6556 02/03/2025
230	LAW OFFICE PETER SKIVINGTON 3386/1ST QUARTER 2025 PROF SERVICES	A1420.400	1,875.00	6557 02/03/2025
231	EXCELLUS HEALTH PLAN -GROUP 000041913825/HEALTH INS PREMIUMS FEB 2025	A9060.800	4,286.42	6558 02/03/2025
231	EXCELLUS HEALTH PLAN -GROUP 000041916491/DENTAL PREMIUMS FEB 2025	A9060.810	326.09	6558 02/03/2025
232	DECKMAN OIL COMPANY INC 801262/OIL AND DRUM DEPOSITS	A5110.430	1,227.44	6559 02/06/2025
233	FNBO 113-2063806-1171434/ZIP TIES	A5110.410	26.98	6560 02/06/2025
233	FNBO 113-8581816-2305016/BATTERIES	A5110.410	31.23	6560 02/06/2025

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233	FNBO 113-0897802-6697847/12 V BATTERY	A5110.410	5.47	6560 02/06/2025
233	FNBO 113-9762420-0833006/ANGLE GRINDER	A5132.200	179.99	6560 02/06/2025
233	FNBO 113-5067460-1893042/FLOOR MAT LINER	A5132.200	147.36	6560 02/06/2025
233	FNBO 113-7076715-5935428/OIL DISPENSER	A5132.200	38.78	6560 02/06/2025
234	HURRICANE TECHNOLOGIES 57772/ACROBAT, SONICWALL, MONITORING, BACKUP	A1680.400	586.99	6561 02/06/2025
235	HONEOYE FALLS NAPA 320610/BLACK FLUID FILM CORROSION PROTECTION	A5110.410	189.99	6562 02/06/2025
235	HONEOYE FALLS NAPA 322095/OIL FILTERS	A5110.410	37.73	6562 02/06/2025
235	HONEOYE FALLS NAPA 320863/12V BATTERY DISCONNECT	A5110.410	50.14	6562 02/06/2025
235	HONEOYE FALLS NAPA 321299/MIRROR, BLADE MARK	A5110.410	52.89	6562 02/06/2025
235	HONEOYE FALLS NAPA 321432/SUPER DUTY GREASE COU	A5110.410	6.99	6562 02/06/2025
236	FNBO 113-8329242-8399410/PRINTING CALCULATOR	A1410.400	38.99	6563 02/06/2025
236	FNBO 113-8754162-4605845/WHITEBOARD MARKERS	A1410.400	6.62	6563 02/06/2025
236	FNBO 113-8329242-8399410-2/TOILET PAPER, PAPER TOWELS	A1620.400	11.08	6563 02/06/2025
236	FNBO 113-8663903-2933058/BOOT TRAY	A1620.400	13.47	6563 02/06/2025
236	FNBO 113-8754162-4605845-2/VACUUM CLEANER BAGS	A1620.400	15.62	6563 02/06/2025
236	FNBO 113-5054728-3581041/CANON MF753CDW WIRELESS ALL-IN-ONE PRINTER	A1680.400	426.85	6563 02/06/2025
237	LIV CO WATER & SEWER AUTHORITY 1-12105-01312025/OFFICE/GARAGE	A1620.400	183.23	6564 02/12/2025
237	LIV CO WATER & SEWER AUTHORITY 1-12519-01312025/COMMUNITY PARK	A7110.400	253.29	6564 02/12/2025
237	LIV CO WATER & SEWER AUTHORITY 1-14064-01312025/BOWEN PARK	A7110.400	249.83	6564 02/12/2025
238	GENESEE LUMBER OF LAKEVILLE 349674/NUTS/BOLTS/SCREWS	A5110.410	14.34	6565 02/12/2025
238	GENESEE LUMBER OF LAKEVILLE 349672/NUTS/BOLTS/SCREWS	A5110.410	24.39	65 02/12/2025
238	GENESEE LUMBER OF LAKEVILLE 349180/BLACK SPRAY PAINT	A5110.410	8.59	6565 02/12/2025

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Voucher #	Claimant	Account #	Amount	Check
238	GENESEE LUMBER OF LAKEVILLE 349195/FOAM TAPE, DOOR SWEEP	A5110.410	27.17	6565 02/12/2025
239	CASELLA WASTE SERVICES 220454/REFUSE/MONTHLY	A8160.400	8,621.00	6566 02/12/2025
240	RG & E 20011954565-02132025/NAT GAS/OFFICE	A1620.400	194.03	6567 02/19/2025
240	RG & E 20011922448-02132025/NAT GAS/GARAGE	A5132.400	95.43	6567 02/19/2025
240	RG & E 20014357956-02122025/NAT GAS/BOWEN	A7110.400	122.50	6567 02/19/2025
241	JIM KEARNEY 389484/LABOR FOR EXPOSED AGGREGATE WALKWAY & CONCRETE RET	A7110.220	1,480.00	6568 02/19/2025
242	SMITTY'S 13864/INSPECTION2020 CHEVY SILVERADO	A5110.420	26.00	6569 02/19/2025
242	SMITTY'S 13862/INSPECTION 2006 INTERNATIONAL	A5110.420	20.00	6569 02/19/2025
242	SMITTY'S 13863/INSPECTION 2021 MV607	A5110.420	20.00	6569 02/19/2025
242	SMITTY'S 13861/INSPECTION 2014 INTERNATIONAL	A5110.420	20.00	6569 02/19/2025
243	CHANLER AGENCY INC 118446/POLICY CHANGE, ADD 2025 INT DUMP TRUCK	A1910.400	1,230.00	6570 02/19/2025

Total:

229,058.95

To the Treasurer of the above VILLAGE:

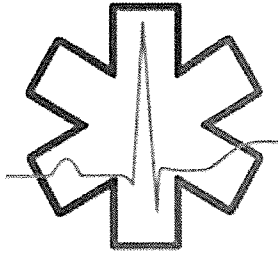
The above listed claims having been presented to the _____
of the above-named Village, and having been duly audited and allowed in the amounts as shown on the
above-mentioned date, you are hereby authorized and directed to pay each of the listed claimants the amount
allowed upon his claim appearing opposite his name.

In Witness Whereof, I have hereunto set my hand as _____ at

the above Village this _____ day of _____, 20 _____

Signature

LIVONIA EMS



Livonia Emergency Medical Services
Town of Livonia Ambulance District #1

Annual Report for 2024

Operations

- 1,229 calls for service
- Two members completed Paramedic Class
- Increased ALS coverage to nearly 80% for primary calls
- Primary BLS Coverage was 100% for primary calls

District

- 2024 highlight was communicating with residents through the mailing. Educating the citizens who rely on our services as to the current and future needs was a high priority. Received only positive responses (~200 letters). Looking at ways to continue to update the public
- A major ongoing concern has been the lack of ALS coverage. Outside of pay and benefits, how can we draw providers?

Fly Cars

- 2006 Tahoe was taken out of service in 2023. New Ford Interceptor was purchased through state bid pricing, lettered, outfitted for under \$55k, and placed into service in December as Chief Car (ALS equipped)
- In January, purchased another 2024 Ford Interceptor to replace the 2012 Tahoe. One was on the lot in Avon. Currently being lettered and outfitted (Medic 75).
- The Agency also operates a 2019 Chevy Tahoe. (Medic 74)

New Cardiac Monitors/ALS Equipment

- Cardiac monitors were out of date and no longer able to be serviced. Reports of similar units failing in the field. The cost of a new unit is \$100k each. Last year, a lease program was established for two units at \$20k each per year for 3 years.
- With Chief Allen becoming a paramedic and additional paramedics joining, we have seen an increase in ALS coverage. A third cardiac monitor lease was approved starting this year. This allows us to have up to 3 paramedics equipped at the same time but more importantly allows for a backup set if one needs repairs. Additional equipment was also purchased to complete this third set.

Major Budget adjustments/changes

- Insurance billing revenues exceeded estimates. Collection rate is around 92% of what is billed. Allowed funds to be put into capital reserves for the first time in 3 years

Major purchases

- 5 new AEDs received through Firehouse Subs grant

Cost savings

- Operations staff continue to do an excellent job at using a variety of vendors to purchase supplies. Weighing cost vs availability vs delivery time

Notable policy changes

- The Town of Livonia is recommending changing the current structure of EMS service due to liability concerns (labor). This will force a move away from the volunteer stipend (incentive) program which has been in place for the past 15 years. It will require transitioning to hourly pay rates
- The town wishes for the ambulance to become a private, non-profit corporation and the town will contract with for service
- We are currently exploring staffing options that will maintain if not improve the current levels (100% primary calls, 50% 2nd, 3rd calls).

- There are many moving pieces to this, including HR, scheduling, billing, payroll, benefits, insurance, etc
- Most important concern is how to staff 2nd and 3rd ambulance calls without the incentive program and without having to pay overtime
- Goal is to have a staffing model in place by June to allow for budgeting and have the new corporation take over operations as of January 1, 2026
- Only way to increase revenue is to increase the call volume (cover more territory) or to use tax dollars
- Call volume: looking at 1, 5 and 10 years, numbers are very consistent: Town of Livonia 62%, Town of Conesus 16%, Out of town 22%. 5 year insurance revenue breakdown matches call volume

Future Planning

- With interest rates up, looking at CDs or interest bearing accounts. Ambulance service does not qualify for NYCLASS (would as an entity of the town)

Ambulance Replacement

- Next 3 ambulances will need to be complete units (cannot reuse existing "box". Exploring any and all options
- Leasing is not an option: too much mileage
- Moving from Ford E to F chassis: improve ride/handling
- Upgrade to 4 wheel drive: more houses being built off road (cost for adding 4-wheel is negligible) More calls in further out areas
- For crew and patient safety, looking at upgrading gurneys to auto-loaders
- The goal is to bid and order a unit by the end of this year for delivery in 2028. Approximate cost is going to be around \$400,000. Currently, TLAD has around \$150k in capital reserves

Challenges

- Same as the last several years. Increasing costs for supplies and major equipment with little being put away
- Few key members covering majority of the calls

INTERMUNICIPAL AGREEMENT – DOG CONTROL

THIS AGREEMENT, made and entered into this 1st day of January, 2025, between the **COUNTY OF LIVINGSTON**, a municipal subdivision of the State of New York, with offices at Livingston County Government Center, 6 Court Street, Geneseo, New York 14454 and the **VILLAGE OF LIVONIA**, municipal subdivisions of the State of New York with offices at 36 Commercial Street, Livonia, New York 14487.

WITNESSETH:

WHEREAS, the County currently owns and operates a dog control facility within the County;
and

WHEREAS, said Village does not have sufficient means to enforce their local dog control ordinances; and

WHEREAS, the County, has the available manpower and equipment to provide the appropriate enforcement of the Village's dog control ordinances; and

WHEREAS, the Village is desirous of contracting with the County for the purpose of obtaining such services from the County,

NOW, THEREFORE, IT IS HEREBY AGREED, by the County of Livingston and the Village of Livonia, as follows:

1. Scope of Services - The County hereby agrees to provide the following services to the Village:
 - a. The County will respond to complaints with the Village of Livonia dog control ordinances.
 - b. Any animals seized, captured or turned over by the owner will be held by the County and disposed of as provided by the laws of the State of New York,
 - c. Biannually, the County will provide the Village with a report showing the number of calls and complaints responded to within the Village and the number of animals housed from the Village.
 - d. The County will bill the Village on a _____ quarterly (or) X annual basis for services provided. (If no preference indicated billing will be annually)
2. Payment for Services - The Village of Livonia hereby agrees to pay the County for the aforementioned services provided under this contract an amount that is based upon the costs of additional staff time and fringes as well as a portion of other non personal services (ie, supplies, training, fuel, vehicles, repair, cell phones, ITS charges, etc.)

associated with the County enforcing the local Dog Control Ordinance. These costs will be divided equally among those municipalities that have a similar agreement with the County for these services. The 2025 share of these costs per municipality will be \$4,900. The cost for 2026 will be determined based upon similar methodology and as established by the County budget for that year.

If, due to unforeseen circumstances, the cost to the County exceeds the projected budget, the costs to municipalities may be subject to change. The County will provide thirty (30) days notice to the municipality of any change in cost and it will be reflected in the following quarterly bill.

3. Insurance, Maintenance, Security - Both the County and the Village do hereby agree to obtain and thereafter continue to keep in full force and effect as part of its general liability insurance, public liability insurance relative to this contract during all phases of the performance of the various provisions of work to be performed herein.
4. Arbitration - Disputes involving this contract, including the breach or alleged breach thereof, may not be submitted to binding arbitration but must, instead, be heard in a court of competent jurisdiction of the State of New York. All actions shall be venued in Livingston County. This contract is governed by the laws of New York State except where the Federal Supremacy Clause requires otherwise.
5. Authority for Execution on Behalf of the Village- The Village Mayor has executed this agreement pursuant to a Resolution adopted by the Village Board of the Village of Livonia, at a meeting thereof held on February 26th, 2025.
6. Authority for Execution on Behalf of the County - The Chairman of the Board of Supervisors has executed this agreement pursuant to a Resolution adopted by the Board of Supervisors of the County of Livingston, at a meeting thereof held on **January 8, 2025**.
7. Notices - Any and all notices and payments required hereunder shall be addressed as follows, or to such other address as may hereafter be designated in writing by either party hereto:

To County of Livingston: David L. LeFeber
6 Court Street,
Geneseo, New York 14454

To Village of Livonia: Christopher Genthner, Mayor
36 Commercial Street
Livonia, NY 14487

8. Waiver - No waiver of any breach of any condition of the agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this agreement or constitute a cause or excuse for a repetition of such or any other breach unless the waiver shall include the same.

9. Modification - This agreement constitutes the complete understanding of the parties. No modification of any provisions thereof shall be valid unless in writing and signed by all parties.
10. Term - This agreement shall commence January 1, 2025, and terminate on December 31, 2026.

IN WITNESS WHEREOF, the parties hereto have hereunder set their hands and seals the day and year first above written.

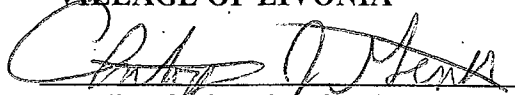
COUNTY OF LIVINGSTON

DATE: _____

By: David L. LeFeber, Chairman

VILLAGE OF LIVONIA

DATE: 2-26-25


By: Christopher Genthner, Mayor


STATE OF NEW YORK:
COUNTY OF LIVINGSTON: SS:

On this _____ day of _____, 2025, before me personally came and appeared **David L. LeFeber**, to me known, who, being duly sworn, did depose and say that he resides in the Town of Avon, County of Livingston, State of New York; that he is the Chairman of the Board of Supervisors of the County of Livingston, the municipal corporation described in and which executed the foregoing instrument; and that he executed the foregoing instrument by order of the Board of Supervisors of the County of Livingston.

Notary Public

STATE OF NEW YORK:
COUNTY OF LIVINGSTON: SS:

On this 26th day of February 2025, 2025, before me personally came and appeared **Christopher Genthner**, to me known, who, being duly sworn, did depose and say that he resides in Village of Livonia, County of Livingston, State of New York; that he is the Mayor of the Village of Livonia, the municipal corporation described in and which executed the above agreement; that he knows the seal of said corporation, that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Village Board of said Village and that he signed his name hereto by like order.


Notary Public

COLLEEN WEST HAY
NOTARY PUBLIC-STATE OF NEW YORK
No. 01HA6147071
Qualified in Livingston County
My Commission Expires May 30, 2026



Customer Name: Livonia Village

Sales Order

Customer Address: 36 Commercial Street, PO Box 161
Livonia, NY 14487

Order #: 00009671

Customer County: Livingston

Sales Order Date: January 28, 2025

Customer Admin Contact: Colleen Hay

Effective Date: Date of customer signature below

Customer Admin Phone: 585-346-3100

New/Add-On: Add-on Simple

Customer Admin Email: chay@villagelivonia.org

Sales Rep: Shane Ireland

Investment Summary

Software Services - License	\$2,100.00
Support Services	\$700.00
Year 1 Investment:	\$2,800.00

Summary Notes

One-time License Fees: 100% will be due upon execution of the contract (Effective Date).

Support Services Fees: 100% will be invoiced on the Effective Date for the first annual term. Thereafter, 100% of each subsequent annual fee will be invoiced annually, 60 days prior to each anniversary of the Effective Date.

All invoices shall be paid within 30 days of the invoice date. Fees may increase annually with renewal terms subject to the National Consumer Price Index (CPI) or four percent (4%) of prior year's fees.

Software Services - License	Amount
iTax Web Portal	\$2,100.00
One-Time Fees:	\$2,100.00

Support Services	Amount
iTax Web Portal Maintenance	\$700.00
Annual Fees:	\$700.00

ELECTRONIC PAYMENTS POLICY

WHEREAS, Section 5-524 of Village Law permits the Board of Trustees to authorize by resolution the payment in advance of audit of claims for public utility services, such as electric, gas, water, sewer, fuel oil, and telephone services; and

WHEREAS, payments for utility bills have been misapplied to the wrong accounts by the utilities causing staff to call the utilities to correct the payments; and

WHEREAS, the utility company recommends online payments to ensure that future payments are applied correctly; and

WHEREAS, said Board wishes to facilitate timely and accurate payments by authorizing electronic payments for utilities;

NOW BE IT THEREFORE RESOLVED: That the Village of Livonia does hereby authorize the electronic payment of public utilities referenced above as set forth in the following procedures:

1. Each utility bill will be reviewed by the Mayor or Deputy Mayor before it is paid in advance of the approval of an Abstract of Claims.
2. After review by the Mayor, the Clerk Treasurer and/or the Deputy Clerk is then authorized to initiate and electronic payment for the utility bill.
3. After payment, each bill will be included in the subsequent Abstract of Claims presented to the Village Board.
4. Because of the required review process, automatic payments are prohibited.

CORPORATE AUTHORIZATION RESOLUTION

COMMUNITY BANK NA
LIVONIA BRANCH (422)
23 COMMERCIAL STREET
BOX D

By:

LIVONIA, NY 14487-0000

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Cynthia K Pfeifer, certify that I am Secretary (clerk) of the above named corporation organized under the laws of New York, Federal Employer I.D. Number 16-6002486, engaged in business under the trade name of Village of Livonia, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on 2/26/2025 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>Colleen W Hay</u>	X _____	X _____
B. _____	X _____	X _____
C. _____	X _____	X _____
D. _____	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
_____	(1) Exercise all of the powers listed in this resolution.	_____
_____	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
<u>A</u>	(7) Other <u>Initiate ACH Payments for payroll and utility payments, view bank statements and transactions, transfer funds between accounts, and initiate stop payments orders.</u>	_____

LIMITATIONS ON POWERS The following are the Corporation's express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated _____ . If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY

I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to execute the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

if checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on 2/26/2025 (date).

Attest by One Other Officer _____

Secretary _____

RETENTION & DISPOSITION SCHEDULE FOR VILLAGE OF LIVONIA

RESOLVED, By the Board of Trustees of the Village of Livonia, NY that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

a) records will be disposed of only after they have met the minimum retention period as described in the Retention and Disposition Schedule for New York Local Government Records (LGS-1); and

b) records will be disposed of only if they do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

MAYOR
Christopher J. Genthner

CLERK-TREASURER
Cynthia Pfeifer

DEPUTY CLERK
Colleen W. Hay



BOARD OF TRUSTEES

Daniel Coon
Annette Meade
Holly Kubrich
William S. Kurtz

36 Commercial Street • P.O. Box 161 • Livonia, New York 14487-0161
(585) 346-3100

"This institution is an equal opportunity provider"

Pro-Housing Communities Resolution

RESOLUTION No: 9-2025

Trustee Kubrich moved and Trustee Meade seconded that

WHEREAS, the Village of Livonia (hereinafter "local government") believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State's economic growth and community well-being;

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

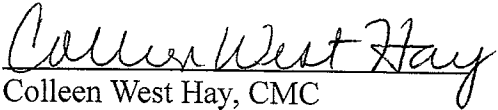
WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant;

NOW, THEREFORE, IT IS HEREBY RESOLVED that Village of Livonia, in order to take positive steps to alleviate the housing crisis, adopts the Pro-Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.

I hereby certify that the preceding resolution (9-2025 Pro-Housing Communities Resolution) was duly adopted by the Village of Livonia Board of Trustees at a regular meeting held on the 26th day of February, 2025.



Colleen West Hay, CMC
Deputy Village Clerk/Treasurer