

AGENDA

**VILLAGE OF LIVONIA
Regular Board Meeting
Board of Trustees
April 14, 2021**

- 1. Open Session**
- 2. Approve Minutes – March 24, 2021**
- 3. Pay Bills** **Claims #243-261; \$ 35,656.22**
- 4. Ceremonial Oath of Office**
- 5. Reports**
- 6. Organizational Agenda**
- 7. Adjournment**

Village of Livonia
Board of Trustees Organizational Meeting
April 14th, 2021

Present: Mayor Cal Lathan, Cindy Pfeifer, Chris Genthner, Chris Hoffmann, Annette Meade.

Excused: Bill Kurtz and Dan Coon.

Guest: Beth Ely Sleboda.

Mayor Lathan called the meeting to order at 7:15 pm.

M/2/C (C. Genthner, A. Meade) to approve the minutes from the March 24th, 2021 meeting. Passed 3 – 0. There were no comments.

M/2/C (C. Genthner, A. Meade) to approve the payment of claims #243 to #261 in the amount of \$ 35,656.22. Passed 3 to 0. Claim number 243, payable to Alliance Door & Hardware, in the amount of \$10,010.00 was discussed. This claim is for commercial doors that have been installed at Bowen Park and Community Park. The doors have automatic locks with battery back-up.

Introduction of Beth Ely Sleboda – Poet Laureate

Beth Ely Sleboda created a poem titled New Term that she read. Please find this poem attached.

Ceremonial Oath of Office

The Ceremonial Oath of Office was recited by the Board Members.

Please find a copy of this attached.

Organizational Agenda

Please find a 3 page copy of this attached.

Appointments:

One new item to be entered is, Poet Laureate Beth Ely Sleboda.

M/2/C (A. Meade, C. Genthner) to approve the new addition listed in # 4

Appointments for Poet Laureate. Passed 3 to 0.

Procedural Resolutions:

M/2/C (C. Genthner, A. Meade) to approve the items listed in # 5 Procedural

Resolutions. There were no changes. Passed 3 to 0.

Village Committees:

One new item to be entered is the Unity Task Force. This committee differs from the Joint Water Works Committee. The I & I Steering Committee, which deals with storm water intrusion has not met.

M/2/C (C. Genthner, A. Meade) to approve the items listed in # 6 Village Committees. Passed 3 to 0.

Reports

Livingston County Economic Development (Downtown Development)

Please find attached four letters from Louise Wadsworth which congratulate business owners who have been approved for funding through the Livingston County First Impressions Program. Andrew Kubrich, Dawn Johnston, Ed Dutra and Tracy Cope are the recipients.

Solar Energy

Mayor Lathan mentioned that Green Sparks Solar has been paid. This payment was claim number 261 in the amount of \$14,807.00. Installation of the solar panels will take place in the near future.

Dormitory Authority of the State of New York

Mayor Lathan said that there is still no response regarding grant money.

Unity Task Force

Trustee Mead told the Board that the next meeting will be on Monday, April 19th, 2021. This will be a ZOOM meeting. Rick Henry from CPL will be in attendance.

The Public Hearings will take place at the next Board Meeting on April 28th, 2021.

M/2/C (A> Meade, C. Genthner) to adjourn the Village Board Meeting at 8:04 pm. Passed 3 to 0.

Respectfully Submitted,

Jo Ann Weber

04/13/2021 10:49

Invoice Audit Journal
Village of Livonia

Rhonda Page: 1

tran	line	undr	po	invoice	claim	date	due	s description	debit	credit	amount
004340	0001			59520	243	03/19/2021	03/19/2021	ALLIANCE DOOR & HARDWARE			
	0002							N Alliance:RestroomDoor-Bowen	7110.400-A	0600.000-A	6,520.00
								N Alliance:RestroomDoor-Communit	7110.400-A	0600.000-A	3,490.00
								Invoice total:			10,010.00
004341	0001			43785	244	03/19/2021	03/19/2021	BRIGGS TIRE SERVICE			
								N Briggs:NewTires&Recycled	5110.420-A	0600.000-A	1,790.00
								Invoice total:			1,790.00
004342	0001			0000011193	245	03/17/2021	03/17/2021	CARDMEMBER SERVICES			
	0002							N Amazon:ElectronicBirdRepeller	5132.400-A	0600.000-A	77.44
	0003							N Amazon:WorkBoots	5132.400-A	0600.000-A	358.50
	0004							N Amazon:AftermarketChar-Lynn	5110.420-A	0600.000-A	202.00
								N PastDuePayment	5110.420-A	0600.000-A	26.25
								Invoice total:			664.19
004343	0001			70890691	246	03/31/2021	03/31/2021	FLEETPRIDE			
								N FleetPride:RelayValve	5110.420-A	0600.000-A	139.65
								Invoice total:			139.65
004344	0001			18312	247	01/14/2021	01/14/2021	FRED'S FLAGS			
								N FredsFlags:NylonFlags	8510.400-A	0600.000-A	407.20
								Invoice total:			407.20
004345	0001			0000011194	248	03/19/2021	03/19/2021	FRONTIER			
	0002							N Frontier:OfficePhone&Internet	1620.400-A	0600.000-A	126.25
								N Frontier:GaragePhone	5132.400-A	0600.000-A	61.62
								Invoice total:			187.87
004346	0001			220204	249	03/31/2021	03/31/2021	HONEYE FALLS NAPA			
								N NAPA:MiscellaneousItems	5110.410-A	0600.000-A	59.37
								Invoice total:			59.37
004347	0001			031621	250	04/01/2021	04/01/2021	LIVINGSTON COUNTY TREASURER			
								N LCP:2021VillageElectionInspect	1450.400-A	0600.000-A	450.00
								Invoice total:			450.00
004348	0001			0000011195	251	04/05/2021	04/05/2021	NATIONAL GRID			
	0002							N Office/Garage-March2021	1620.400-A	0600.000-A	101.38
	0003							N OutdoorStreetLighting	5182.400-A	0600.000-A	1,249.52
	0004							N Grovest. - Outlet 1	5182.400-A	0600.000-A	21.23
	0005							N ChurchSt. - Outlet 2	5182.400-A	0600.000-A	21.76
								N 12W.MainSt. - Outlet 3	5182.400-A	0600.000-A	21.76

04/13/2021 10:49

Invoice Audit Journal
 Village of Livonia

Rhonda Page: 2

tran	line	undr	po	invoice	claim	date	due	s description	debit	credit	amount
004349	0006							N BowenPark	7110.400-A	0600.000-A	49.47
	0007							N CommunityPark	7110.400-A	0600.000-A	36.06
	0008							N VoslerPark	7110.400-A	0600.000-A	65.26
								Invoice total:			1,566.44
004349	0001			296157	252	03/25/2021	03/25/2021	SMITH LUMBER CO INC			
								N SmithLum:Misc. Doors-VlgParks	7110.400-A	0600.000-A	1,305.44
								Invoice total:			1,305.44
004350	0001			2792037591	253	03/04/2021	03/04/2021	STAPLES CREDIT PLAN			
								N Staples:Pens/TP/NewsletterLabe	1620.400-A	0600.000-A	41.48
								Invoice total:			41.48
004351	0001			8058361	254	04/06/2021	04/06/2021	TIAA COMMERCIAL FINANCE INC			
								N TIAA:XeroxVersalinkC505X	1670.400-A	0600.000-A	169.00
								Invoice total:			169.00
004352	0001			300458874	255	02/24/2021	02/24/2021	TRACTOR SUPPLY			
								N TracSupply:Paint/Scoop/Funnel	5110.420-A	0600.000-A	44.47
								N TracSupply:BlackPaint	5110.420-A	0600.000-A	32.99
								Invoice total:			77.46
004353	0001			9876165760	256	03/23/2021	03/23/2021	VERIZON WIRELESS			
								N Verizon:CellPhone-Mayor	1210.400-A	0600.000-A	26.55
								Invoice total:			26.55
004354	0001			0000011196	257	04/06/2021	04/06/2021	CHRIS HOFFMANN			
								N C.Hoffmann:GaragesSupplies	5132.400-A	0600.000-A	91.67
								Invoice total:			91.67
004355	0001			0000011197	258	03/31/2021	03/31/2021	TOWN OF LIVONTA HIGHWAY FUND			
								N TownLivonia:DieselFuel	5110.430-A	0600.000-A	1,935.02
								Invoice total:			1,935.02
004356	0001			0000011198	259	03/25/2021	03/25/2021	JOHNSON NEWSPAPER CORP			
								N Johnston:LocalLaw#1-2021	1670.400-A	0600.000-A	43.50
								N Johnston:2021-2022Budget	1670.400-A	0600.000-A	9.38
								Invoice total:			52.88
004357	0001			2968	260	04/01/2021	04/01/2021	LAW OFFICE PETER SKIVINGTON PLLC			
								N Skivington:General-2ndQuarter	1420.400-A	0600.000-A	1,875.00
								Invoice total:			1,875.00
004358	00652			5111	261	04/12/2021	04/12/2021	GREEN SPARK SOLAR			

04/13/2021 10:49

Invoice Audit Journal
Village of Livonia

Rhonda Page: 3

tran	line	undr	po	invoice	claim	date	due	s description	debit	credit	amount
	0001							N Greensparks:SolarEquipmentOrder 0410.000-A		0600.000-A	14,807.00
								Invoice total:			14,807.00
								total:			35,656.22
								Final total:			35,656.22

This is a poem that Beth Ely Sleboda presented at our Organization meeting...she has been honored as "Our Poet Laureate"....cal

----- Forwarded message -----

From: **Beth Sleboda** <bethsleboda@gmail.com>

Date: Thu, Apr 15, 2021 at 6:55 AM

Subject: Poem

To: Cal Lathan <lathancal@gmail.com>

New Term

APRIL 14, 2021

Beth Ely Sleboda

As the world returns to normal,
we gather 'round the table...
structured, yet informal,
confident and able

to work together for the good
of all, who here, reside.
Livonia's our beloved home.
In her, we have such pride.

I ask the Universe to give
us peace and understanding...
to bless the terms of those whose jobs
can sometimes, be demanding.

Another term.
Another crew:
Some are old.
Some are new.
Life goes on.
There's work to do.

So, let the good times roll!

I _____ DO SOLEMNLY SWEAR THAT I
NAME
WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES,
AND THE CONSTITUTION OF THE STATE OF NEW YORK, AND
THAT I WILL FAITHFULLY DISCHARGE THE DUTIES OF
OFFICE OF _____ ACCORDING TO THE BEST OF
MY ABILITY.

**VILLAGE OF LIVONIA BOARD OF TRUSTEES
ANNUAL ORGANIZATIONAL MEETING
APRIL 14, 2021**

1. Meeting Called to Order
2. Flag Salute
3. Invocation
4. Appointments

Assessor	Lisa Bennett
Attorney for the Village	Law Office of Peter Skivington
Board Secretary	JoAnn Weber
Clerk/Treasurer	Cynthia Pfeifer
Deputy Clerk	Rhonda Roeser
Deputy Mayor	Christopher Genthner
Director-Building & Zoning	Adam Backus
DPW Foreman	Christopher Hoffmann
Marriage Officer	Christopher Genthner
Official Village Newspaper	Livingston County News
Our Poet Laureate	Beth Ely Sabota <i>Sleboda</i>
Parking Enforcement	JoAnn Weber
Village Depositories	Community/Five Star Banks
Village Engineer	Rick Henry (CPL)
Web Master	

5. Procedural Resolutions

- (A) **Regular Board Meeting** will be scheduled for the second and fourth Wednesdays of each month at 7pm.
- (B) **Special Meetings may be called** by the Mayor or a majority of the Board Members. A Legal Notice will be place in the designated newspaper if time allows. Otherwise, notices will be posted in three locations in the Village. Board Members will be notified of the meeting by phone from the member(s) calling the meeting.

- (C) **Authorization for advance approval** of claims for the following charges: Postage, Freight & Express charges, Public Utility Services, Petty Cash, Insurance.
- (D) **Establishment of Petty Cash Fund and Designate Custodians**

In accordance with Section 5-526 of the New York State Village Law, the Board of Trustees of the Village of Livonia hereby establishes the following petty cash funds:

General Fund - \$100.00

The Board of Trustees appoints the Village/Clerk Treasurer and the Deputy Clerk as custodians of the petty cash accounts for the 2021-2022 fiscal year. The petty cash funds and the designation of custodians will be re-established each year at the annual meeting of the Board of Trustees.

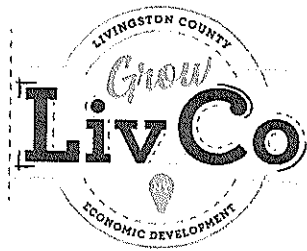
These funds will be operated according to the following criteria:

Expenditures will be made only for payment, in advance of audit and upon receipt of properly itemized bills for materials, supplies or services furnished to the Village and upon terms calling for cash payment to the vendor upon delivery. Expenditures from the petty cash will not exceed \$25.00. Sales tax will not be reimbursed.

A list of expenditures made from such petty cash account together with the bills supporting such expenditures, must be presented periodically to the Board of Trustees for audit. The Board must then direct the Village Treasurer to reimburse the petty cash account from the appropriate budgetary item in the amount equal to the audited bills. If any such bills, or portion thereof, are disallowed upon audit, it is the personal liability of the petty cash accounts from which the payment was made. Such custodian shall promptly reimburse the petty cash account equal to the amount disallowed.

6. Village Committees:

- Art Park – Calvin Lathan, Kathy O’Neil, Laura James, Olie Olson
Autumn in the Village – JoAnn Weber, Rhonda Roeser, Daniel Coon,
Annett Meade
Budget & Finance – Cynthia Pfeifer, Calvin Lathan
Christmas in the Village – William Kurtz, Christopher Hoffmann,
Daniel Coon, Chandra Downs
Conesus Lake Watershed – Calvin Lathan
Economic Development – William Kurtz, Calvin Lathan
I & I Steering (LCWSA) – William Kurtz, Christopher Hoffmann
Joint Fire District – William Kurtz, Daniel Coor
Joint Water Works – Calvin Lathan, Christopher Genthner
Library – Christopher Genthner, Annette Meace
National Grid – Christopher Hoffmann, Calvin Lathan
Newsletter – Rhonda Roeser, Calvin Lathan
Parks and Recreation – Christopher Genthner, William Kurtz,
Christopher Hoffmann
Personnel – Christopher Genthner, Calvin Lathan
Public Safety (Parking/Traffic) – JoAnn Weber, Rhonda Roeser,
Christopher Hoffmann
Public Works – Calvin Lathan, Christopher Hoffmann
Refuse/Recycling – Christopher Genthner, Annette Meade
Trails – Christopher Genthner, Robert Dewey
Tree Program – Christopher Hoffmann
Unity Task Force – Annette Meade, William Kurtz
Website – Christopher Genthner, Rhonda Roeser, JoAnn Weber,
Cynthia Pfeifer



April 6, 2021

Andrew Kubrich
PO Box 594
Livonia, NY 14487

Dear Mr. Kubrich,

Congratulations! Livingston County Economic Development has approved your request for funding through the Livingston County First Impressions Program.

Your project was awarded \$2,835.00 for improvements to the building at 23 Main Street, Livonia, NY. Enclosed are two copies of the grant agreement for your project. **Please read thoroughly, initial each section on the blank to the left, and return one signed copy to Livingston County Economic Development at the address below no later than May 3, 2021.** The second copy is for your file.

A proposed Scope of Work is also enclosed. **You must meet with Livingston County Development Corporation staff to review and agree upon the Scope of Work prior to project start.** Please contact our office to schedule a convenient time to meet and set this up.

As a reminder: you **must** contact your village code officer for all required permits **before** any work is started. All villages require that you apply for a sign permit before commissioning any signage or façade treatments.

If you have any questions with respect to the attached grant agreement, please do not hesitate to contact us.

Sincerely,

Louise L. Wadsworth
Downtown Coordinator

Encl.

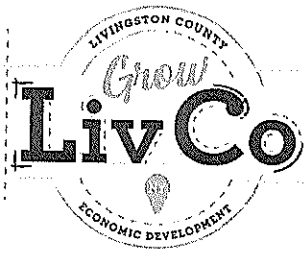
Cc: Mayor Lathan
Supervisor Gott

585.243.7124

info@GrowLivCo.com

6 Court St, Rm 306, Geneseo, NY 14454

GrowLivCo.com



April 6, 2021

Dawn Johnston
Simply Positive
7053 Richmond Mills Road
Livonia, NY 14487

Dear Ms. Johnston,

Congratulations! Livingston County Economic Development has approved your request for funding through the Livingston County First Impressions Program.

Your project was awarded \$1,771.00 for improvements to the building at 23 Main Street, Livonia, NY. Enclosed are two copies of the grant agreement for your project. **Please read thoroughly, initial each section on the blank to the left, and return one signed copy to Livingston County Economic Development at the address below no later than May 3, 2021.** The second copy is for your file.

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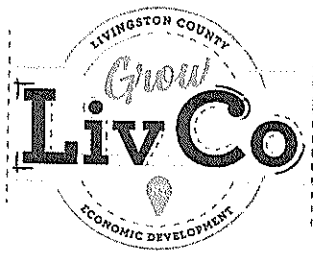
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Sincerely,

Louise L. Wadsworth
Downtown Coordinator

Encl.

Cc: Mayor Lathan
Supervisor Gott



April 6, 2021

Ed Dutra
Livingston Properties, LLC
PO Box 215
Livonia, NY 14487

Dear Mr. Dutra,

Congratulations! Livingston County Economic Development has approved your request for funding through the Livingston County First Impressions Program.

Your project was awarded \$1,491.00 for improvements to the building at 13 Commercial Street, Livonia, NY. Enclosed are two copies of the grant agreement for your project. **Please read thoroughly, initial each section on the blank to the left, and return one signed copy to Livingston County Economic Development at the address below no later than May 3, 2021.** The second copy is for your file.

A proposed Scope of Work is also enclosed. **You must meet with Livingston County Development Corporation staff to review and agree upon the Scope of Work prior to project start.** Please contact our office to schedule a convenient time to meet and set this up.

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Downtown Coordinator

Encl.

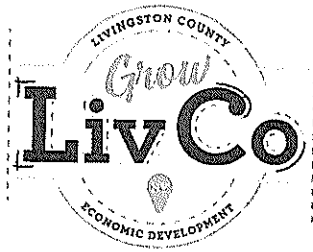
Cc: Mayor Lathan
Supervisor Gott

585.243.7124

info@GrowLivCo.com

6 Court St, Rm 305, Geneseo, NY 14454

GrowLivCo.com



April 6, 2021

Tracy Cope
C/O Livonia Inn
17 Commercial St.
Livonia, NY 14487

Dear Ms. Cope,

Congratulations! Livingston County Economic Development has approved your request for funding through the Livingston County First Impressions Program.

Your project was awarded \$5,000.00 for public art improvements to the building at 15-17 Commercial Street, Livonia, NY. Enclosed are two copies of the grant agreement for your project. **Please read thoroughly, initial each section on the blank to the left, and return one signed copy to Livingston County Economic Development at the address below no later than May 3, 2021.** The second copy is for your file.

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Louise L. Wadsworth
Downtown Coordinator

Encl.

Cc: Mayor Lathan
Supervisor Gott