

I, Lorrie S. Naegele, Town Clerk of the Town of Geneva do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Geneva on January 10, 2023. Unanimously approved.

Date: January 10, 2023

Lorrie S. Naegele
Lorrie S. Naegele, Town Clerk

5. 2023 RESOLUTION NO. 5-2023: PETTY CASH FUNDS: Motion to approve made by Councilmember Aliperti, second by Councilmember McCarthy.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 5 -2023**

It is RESOLVED that Petty Cash funds shall be maintained in the following amounts:

- Justices - \$150.00
- Town Clerk - \$300.00
- Highway Department - \$100.00
- Water & Sewer Department- \$100.00

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Lorrie S. Naegele
Lorrie S. Naegele, Town Clerk

6. 2023 RESOLUTION NO. 6-2023: HOLIDAY, SICK LEAVE & VACATION POLICY: Motion to approve made by Councilmember McCarthy, second by Councilmember Aliperti.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 6 -2023**

RESOLVED that the following shall be paid holidays for full time employees: New Year's Day, Martin Luther King, Jr. Day, Presidents Day, Good Friday, Memorial Day, June 19th-June 19th Day, July 4th, Labor Day, Columbus Day, Election Day, Veterans Day, Thanksgiving Day and the day after Thanksgiving, Christmas Eve Day, Christmas Day, one floating holiday, and a half day on Primary Day if the election affects residents of the Town of Geneva; and it is further

RESOLVED, that sick leave may be accumulated by full time employees at the rate of one day of leave for each month worked to a maximum of 60 days (120 days for some union employees per contract). In the event of disability, sick leave so accumulated may be used to cover in full the first 7 days of disability, after which, the employee's full time pay will continue and the proceeds of the Town Disability or Compensation Insurance will be paid to the Town. In the event of resignation, full pay for up to 60 days (30 days for employees hired on or after 1/1/2016) accrued and unused sick leave shall be paid to the employee at his/her normal hourly rate; for salaried employees the hourly rate shall be computed by dividing their annual salary by 2080 hours; and it is further

RESOLVED, that paid vacation is accrued by full-time employees under the schedule set forth below, and must be taken during the year; except as set forth in the Agreement between the Town and CSEA, Local 1000 AFSCME, AFL-CIO, there is no carry-over of un-used vacation time to subsequent years and no payment of unused vacation time upon termination of employment.

1-7 years of service	2 weeks
8-13 years of service	3 weeks
14-19 years of service	4 weeks
20+ years of service	4 weeks plus 1 day for each year in excess of 20 years to a maximum of 5 weeks

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Lorrie S. Naegele
Lorrie S. Naegele, Town Clerk

7. 2023 RESOLUTION NO. 7-2023: JUSTICES consents to temporary assignment. Motion to approve made by Councilmember Dunham, second by Councilmember McCarthy.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 7 -2023**

It is RESOLVED the Town consents to temporary assignment of Justices to preside in other Town or Village Courts in the Seventh Judicial District as needed and requested and to the extent it does not unduly interfere with their duties to the Town of Geneva.

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Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

8. 2023 RESOLUTION NO. 8-2023: APPOINTMENTS: Motion to approve made by Councilmember Aliperti, second by Councilmember McCarthy.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 8 -2023**

It is RESOLVED that the following appointments are approved:

Budget Officer/Town Controller	Mark Venuti
Attorney for the Town	Jeffrey Graff
Chairman-Planning Board	Eric Reuscher
Chairman-Zoning Board	John Wilson
Assessor	Vincent Fischer
Clerk to the Assessor	Shelly Marquart
Code Enforcement Officer	Floyd Kofahl
Code Enforcement Officer Assistant	Amy Naegele
Deputy Highway Superintendent	Dan Mahoney
Water & Sewer Superintendent	Charles Bracko
Water & Sewer Assistant	Howard Bailey
Water & Sewer Maintenance	Jeffery Ilacqua
Water & Sewer Clerk	Shelly Marquart
Occupational Safety Officer	Charles Bracko
Secretary-Planning & Zoning	Amy Naegele
Justice Court Clerk	Barbara Kindel
Justice Court Clerk	Jeffrey Trickler
Registrar	Lorrie S. Naegele
Town Historian	Barbara Lamb
Cleaning Service	Charles Bracko
Bookkeeper & Supervisor's Assistant	Eric Reuscher
Ontario County All Hazard Mitigation Representative	Floyd Kofahl
Town Emergency Planning Program Coordinator	Floyd Kofahl
Flood Plane Administrator	Floyd Kofahl
Fair Housing Officer	Mark Venuti
Americans with Disabilities Act Coordinator	Mark Venuti
Deputy Supervisor	Robert McCarthy

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Date: January 10, 2023

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

9. 2023 RESOLUTION NO. 9-2023: SALARIES and Rates: Motion to approve made by Councilmember Aliperti, second by Councilmember McCarthy.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 9-2023**

It is RESOLVED, that the following salaries and rates are approved:

	Annual (A)	Hourly (H)
Councilpersons 4@	\$ 5,348.50 (A)	
Justices 2@	\$ 17,671.50 (A)	
Supervisor	\$ 24,085.00 (A)	
Deputy Supervisor	\$ 1,200.00 (A)	
Budget Officer	\$ 3,000.00 (A)	
Assessor	\$ 45,180.00(A)	
Clerk to the Assessor	\$ 22.48 (H)	
Town Clerk/Tax Collector	\$ 49,680.00 (A)	
Attorney for the Town	\$ 150.00 (H)	
Deputy Town Clerk	\$ 18.97 (H)	
Code Enforcement Officer	\$ 73,734.00 (A)	
Code Enforcement Officer Assistant	\$ 16.17 (H)	
Climate Smart Coordinator	\$ 15.00 (H)	
Registrar	\$ 1,500.00 (A)	
Highway Superintendent	\$ 84,110.00 (A)	
Deputy Highway Superintendent	\$ 2,200.00 (A)	
Occupational Safety Officer	\$ 1,600.00 (A)	
Transfer Station Attendant	\$ 20.74 (H)	

Water & Sewer Superintendent	\$ 87,384.00 (A)
Water & Sewer Assistant	\$ 77,544.00 (A)
Water & Sewer Maintenance	\$ 74,965.00 (A)
Water & Sewer Clerk	\$ 22.48 (H)
Bookkeeper to the Supervisor	\$ 41,436.00 (A)
Court Clerk	\$ 18.97 (H)
Part-time typist	\$ 15.00 (H)
Secretary-Planning & Zoning Boards	\$ 45.00 (per meeting)
Cleaning Services	\$ 7,144.00 (A)

All salaries will be paid bi-weekly.

Assessment Board of Review-Chairman	\$ 18.85 (H)
Assessment Board of Review- Member	\$ 15.76 (H)

Payment to be made when services are provided

PER MEETING

Planning Board Chairman	\$ 55.00
Planning Board Member	\$ 45.00
Liaison to Ont. County Planning Board	\$ 45.00
Zoning Board Chairman	\$ 55.00
Zoning Board Member	\$ 45.00

Payment to be made bi-monthly

I, Lorrie S. Naegele, Town Clerk of the Town of Geneva do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Geneva on January 10, 2023. Unanimously approved.

Date: January 10, 2023

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

10. 2023 RESOLUTION NO. 10-2023: 2023 Depository for the Town Clerk/Tax Collector: Motion to approve made by Councilmember McCarthy, second by Councilmember Dunham.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 10-2023**

It is RESOLVED that Five Star Bank will act as depository for the Geneva Town Clerk/Tax Collector.

I, Lorrie S. Naegele, Town Clerk of the Town of Geneva do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Geneva on January 10, 2023. Unanimously approved.

Date: January 10, 2023

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

11. 2023 RESOLUTION NO. 11-2023: 2023 Depository for the Town of Geneva: Motion to approve made by Councilmember Aliperti, second by Councilmember Dunham.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 11 -2023**

It is RESOLVED that Wayne Bank, d/b/a Bank of the Finger Lakes, and New York Cooperative Liquid Assets Securities System, d/b/a NYCLASS, will or may act as depository for the Town of Geneva.

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Date: January 10, 2023

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

12. 2023 RESOLUTION NO. 12-2023: 2023 INVESTMENT POLICY: Motion to approve made by Councilmember McCarthy, second by Councilmember Dunham.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 12 -2023**

It is RESOLVED the attached Town Investment Policy is approved.

I, Lorrie S. Naegele, Town Clerk of the Town of Geneva do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Geneva on January 10, 2023. Unanimously approved.

Date: January 10, 2023

Lorrie S. Naegele
Lorrie S. Naegele, Town Clerk

13. 2023 RESOLUTION NO. 13-2023: 2023 PROCUREMENT POLICY: Motion to approve made by Councilmember Dunham second by Councilmember Aliperti.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 13 -2023**

It is RESOLVED the attached Town Procurement Policy is approved.

I, Lorrie S. Naegele, Town Clerk of the Town of Geneva do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Geneva on January 10, 2023. Unanimously approved.

Date: January 10, 2023

Lorrie S. Naegele
Lorrie S. Naegele, Town Clerk

14. 2023 RESOLUTION NO. 14-2023: Kashong Conservation Area Committee, Sustainability Committee, Economic Development Committee, Communication Committee, and Parks and Recreation Committee appointments: Motion to approve made by Councilmember Aliperti, second by Councilmember McCarthy.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 14 -2023**

It is RESOLVED the following appointments are made to the Kashong Conservation Area Committee, Sustainability Committee, Economic Development Committee, Communication Committee, and Parks and Recreation Committee/Friends of the Geneva Bike Park for calendar year 2023, and the supervisor, in consultation with the committee chair (appointed by the supervisor), may make additional appointments to any committee during the year

**Parks & Recreation Committee
Friends of the Geneva Bike Park**

Mark Venuti Dean Askin
Jim Hogan Karen Miltner
Jeff Dunham John Vaughn
Curt Carter Sophie Riskie
Jacob Fox Jim Vedora
Eric Keller

Kashong Conservation Area Committee

Mark Palmieri Keith Waldron
Christine Vogt Nina McCarthy
Elizabeth Newell Connie Vangordon
Joe Hennessy Bruce Reisch
Kristen Brubaker Barb Halfman
Jim Engel Mitch Wilber

Sustainability Committee

Jennifer Grant Lisa Magguilli
Viny Aliperti Allison Waldron
Surya Guduru Darrin Magee
Jacob Fox
Mark Palmieri
Mark Venuti

Economic Development Committee

Bob McCarthy Kim Aliperti
Sophie Elkin Ed Smaldone
Paul Schroeder Susan Pliner
Steve High Eric Heieck
Floyd Kofahl

Communication Committee

Kim Aliperti Karen Miltner
Mark Venuti Amy Naegele
Kaitlin Fello

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Date: January 10, 2023

Lorrie S. Naegele
Lorrie S. Naegele, Town Clerk

15. 2023 RESOLUTION NO. 15-2023: Rules of Order. Motion to approve made by Councilmember McCarthy, second by Councilmember Aliperti.

**TOWN OF GENEVA, NEW YORK
RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 15 -2023**

It is RESOLVED the attached Rules of Order of the Town Board of the Town of Geneva are approved.

Rules of Order of the Town Board of the Town of Geneva

1. The Supervisor shall preside at all meetings of the Town Board and shall preserve order and decorum in debate.

2. The Supervisor, immediately following the opening of every regular meeting of the Board, shall proceed to the regular order of Town business as set forth in the meeting agenda.
3. Public Hearings: It shall be the duty of the Supervisor to preside at all general or special hearings to instruct all persons addressing the Board to state their names and addresses. At such hearings the Board may by special rules prescribe the time to be allotted to each speaker and the number of times each speaker may speak.
4. At the close of the public hearing as provided for in paragraph "3" above, the Supervisor may grant any member of the general public in attendance at such meeting a reasonable opportunity to be heard on any question or subject in which the Town or its government is concerned.
5. Every resolution or motion must be seconded before being put to a vote by the Supervisor, and all resolutions or motions shall be recorded in their entirety in the official minutes of the Town Board.
6. The Supervisor may offer or second a resolution or a motion and need not relinquish the chair for such purpose.
7. No motion or resolution may be brought to a vote except by the majority consent of those present, unless copies are presented to each member of the Board 48 hours prior to the opening of the meeting at which such motion or resolution is offered.
8. No member shall speak more than once on any questions until every member choosing to speak shall have spoken, nor more than twice in any case without leave of the Board.
9. When a question is under debate, no motion shall be entertained unless (a) for an adjournment or recess, (b) for the previous question to lay on the table, (c) to postpone to refer to a committee, or (d) to amend. These latter motions are neither amendable nor debatable.
10. No motion shall be made to offer any amendment to an amendment already before the Board on any proposition.
11. A majority vote of all the members of the Board shall be required to suspend these rules of order. A majority of the Board shall constitute a quorum. Failure to strictly follow these rules does not in and of itself invalidate an action taken by the Board.
12. If the above stated rules are, or become at any time, in conflict with the statutory law, the statutory law shall take precedence.
13. No member of the public shall engage in any demonstration, booing, hand clapping or otherwise disrupt the formality of a town board meeting.
14. Any persons speaking to the Board with the consent of the Supervisor shall address their remarks to the Board, not to other members of the audience in the form of a debate.
15. Members of the public who address the Town Board during periods of public comment shall limit their remarks to five minutes unless permission for a longer period is given by the Supervisor or Town Board. Persons addressing the Town Board shall be respectful and courteous to members of the Town Board, others attending the meeting, and anyone they refer to, and avoid personal attacks. The Supervisor is authorized to direct anyone violating this rule to cease, and, if they persist, to direct them to leave the meeting.

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Date: January 10, 2023

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

16. MOTION TO ADJOURN: Motion to adjourn made by Councilmember Dunham, second by Councilmember Aliperti. Unanimously approved. Time: 6:07 P.M.

Respectfully Submitted, Lorrie S, Naegele Town Clerk