



4. **2021 RESOLUTION NO. 4-2021**: MILEAGE REIMBURSEMENT: Motion to approve made by Councilmember Aliperti, second by Councilmember Palmieri. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 4 -2021**

It is RESOLVED that eligible mileage reimbursement shall be at the rate of \$0.56 per mile, the federal business rate for 2021.

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

5. **2021 RESOLUTION NO. 5-2021**: PETTY CASH FUNDS: Motion to approve made by Councilmember McCarthy, second by Councilmember Dunham. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 5 -2021**

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

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

6. **2021 RESOLUTION NO. 6-2021**: HOLIDAY, SICK LEAVE & VACATION POLICY: Motion to approve made by Councilmember Dunham, second by Councilmember Aliperti. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 6 -2021**

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 Juneteenth Day, July 4<sup>th</sup>, 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. 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) 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 under the schedule set forth below, and must be taken during the year; 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.

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

7. **2021 RESOLUTION NO. 7-2021**: JUSTICES: Motion to approve made by Councilmember McCarthy, second by Councilmember Dunham. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD**

**RESOLUTION NO. 7 -2021**

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.

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**8. 2021 RESOLUTION NO. 8-2021: APPOINTMENTS:** Motion to approve made by Councilmember Aliperti, second by Councilmember Palmieri. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 8 -2021**

It is RESOLVED that the following appointments are approved:

Budget Officer/Town Controller	Mark Venuti
Attorney for the Town	Jeffrey Graff
Chairman-Planning Board	Mary Ann Bell
Chairman-Zoning Board	John Wilson
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 and Section 3 Coordinator	Mark Venuti
Americans with Disabilities Act Coordinator	Mark Venuti
Labor Standards Compliance Officer	Mark Venuti

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**9. 2021 RESOLUTION NO. 9-2021: SALARIES:** Motion to approve made by Councilmember Palmieri, second by Councilmember Aliperti. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 9-2021**

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

	Annual (A)	Hourly (H)
Councilpersons 4@		\$ 5,090.00 (A)
Justices 2@		\$ 16,820.00 (A)
Supervisor		\$ 22,925.00 (A)
Deputy Supervisor		\$ 1,200.00 (A)
Budget Officer		\$ 3,000.00 (A)
Assessor		\$ 41,979.00 (A)
Clerk to the Assessor		\$ 21.39 (H)
Town Clerk/Tax Collector		\$ 46,700.00 (A)
Attorney for the Town		\$ 150.00 (H)
Deputy Town Clerk		\$ 18.05 (H)

Code Enforcement Officer	\$ 70,181.00 (A)
Code Enforcement Officer Assistant	\$ 15.38 (H)
Climate Smart Coordinator	\$ 15.00 (H)
Registrar	\$ 1,130.00 (A)
Highway Superintendent	\$ 80,058.00 (A)
Deputy Highway Superintendent	\$ 2,200.00 (A)
Highway Equipment Operator	\$ 29,86 (H)
Occupational Safety Officer	\$ 1,592.00 (A)
Transfer Station Attendant	\$ 20.22 (H)
Water & Sewer Superintendent	\$ 83,174.00 (A)
Water & Sewer Assistant	\$ 73,807.00 (A)
Water & Sewer Maintenance	\$ 71,353.00 (A)
Water & Sewer Laborer	\$ 29.86 (H)
Water & Sewer Clerk	\$ 21.39 (H)
Bookkeeper to the Supervisor	\$ 38,500.00 (A)
Court Clerk	\$ 18.05 (H)
Part-time typist	\$ 15.00 (H)
Secretary-Planning & Zoning Boards	\$ 45.00 (per meeting)
Cleaning Services	\$ 6,970.00 (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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**10. 2021 RESOLUTION NO. 10-2021:** 2021 Depository for the Town Clerk/Tax Collector: Motion to approve made by Councilmember Palmieri, second by Councilmember Aliperti. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 10-2021**

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**11. 2021 RESOLUTION NO. 11-2021:** 2021 Depository for the Town of Geneva: Motion to approve made by Councilmember Aliperti, second by Councilmember Palmieri. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 11 -2021**

It is RESOLVED that Wayne Bank, d/b/a Bank of the Finger Lakes, will act as depository for the Town of Geneva.

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**12. 2021 RESOLUTION NO. 12-2021:** 2021 INVESTMENT POLICY: Motion to approve made by Councilmember Dunham, second by Councilmember Aliperti. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 12 -2021**

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**13. 2021 RESOLUTION NO. 13-2021:** 2021 PROCUREMENT POLICY: Motion to approve made by Councilmember McCarthy second by Councilmember Dunham. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 13 -2021**

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**14. 2021 RESOLUTION NO. 14-2021:** Comprehensive Plan Committee, Kashong Conservation Area Committee, Sustainability Committee, Economic Development Committee, Communication Committee, Agricultural Enhancement Committee, and Town Hall Park Committee appointments: Motion to approve made by Councilmember Aliperti, second by Councilmember Dunham. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 14 -2021**

It is RESOLVED Kashong Conservation Area Committee, Sustainability Committee, Economic Development Committee, Communication Committee, Agricultural Enhancement Committee, and Parks and Recreation Committee appointments: It is RESOLVED the following appointments are made to the Kashong Conservation Area Committee, Sustainability Committee, Economic Development Committee, Communication Committee, Agricultural Enhancement Committee, and Parks and Recreation Committee/Friends of the Geneva Bike Park for calendar year 2021, and the supervisor, in consultation with the committee chair, may make additional appointments to any committee during the year:

Parks & Recreation Committee  
Friends of the Geneva Bike Park  
Mark Venuti  
Jim Hogan  
Jeff Dunham  
Curt Carter  
Jacob Fox  
Eric Keller  
John Vaughn  
Charlie Bracko  
Bernie Peck

Kashong Conservation Area Committee  
Mark Palmieri  
Jay VanHouten  
Elizabeth Newell  
Keith Waldron  
Kristen Brubaker  
Jim Engel  
Barb Halfman

Sustainability Committee  
Jennifer Grant  
Vinny Aliperti  
Sarah Meyer  
Jacob Fox  
Mark Palmieri  
Mark Venuti  
Darrin McGee

Economic Development Committee  
Bob McCarthy  
Sophie Elkin  
Mark Venuti  
Steve High

Communication Committee  
Kim Aliperti  
Mark Venuti  
Kristen DeVaney  
Melissa Nault

Ag. Enhancement Committee  
Mitch Wilber  
Mark Venuti  
Bob McCarthy  
Hugh Price  
Jim Capron  
Ron DeBoover  
Martha DeBoover  
Beth Kinne

Floyd Kofahl  
Paul Schroeder  
Kim Aliperti  
Ed Smaldone

Amy Naegele  
Joan Leonard  
Karen Miltner  
Daniel Roman  
Kaitlin Fello

Beth Kinne  
Gary Harman  
Ken Livermore

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele

Lorrie S. Naegele, Town Clerk

**15. 2021 RESOLUTION NO. 15-2021:** Rules of Order. Motion to approve made by Councilmember McCarthy, second by Councilmember Dunham. Unanimously approved.

**TOWN OF GENEVA, NEW YORK  
RESOLUTION OF THE TOWN BOARD  
RESOLUTION NO. 15 -2021**

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**  
Last Revised 9-8-20

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 person attacks. The Supervisor is authorized to direct anyone violating this rule to cease, and, if they persist, to direct them to leave the meeting.

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 12, 2021. Unanimously approved.

Date: January 12, 2021

Lorrie S. Naegele  
Lorrie S. Naegele, Town Clerk

**16. MOTION TO ADJOURN:** Motion to adjourn made by Councilmember Aliperti, second by Councilmember Palmieri. Unanimously approved. Time: 6:15 P.M.

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Respectfully Submitted, Lorrie S, Naegele Town Clerk