

**RESOLUTION OF THE TOWN BOARD
RESOLUTION NO. 4 -2020**

It is RESOLVED that eligible mileage reimbursement shall be at the rate of \$0.575 per mile, the federal business rate for 2020.

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

5. 2020 RESOLUTION NO. 5-2020: 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 -2020**

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

6. 2020 RESOLUTION NO. 6-2020: 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 -2020**

RESOLVED that the following shall be paid holidays for full time employees: New Year's Day, Martin Luther King, Jr. Day, Good Friday, Memorial 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. 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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

7. 2020 RESOLUTION NO. 7-2020: 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 -2020**

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

8. 2020 RESOLUTION NO. 8-2020: 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 -2020**

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
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	Howard Jeannette
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

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

9. 2020 RESOLUTION NO. 9-2020: SALARIES: Motion to amend and pull Highway Equipment operator and Water & Sewer Laborer rates to check on new rates. Motion to approve made by Councilmember Palmieri, second by Councilmember Aliperti. Unanimously approved. Motion to approve the amended resolution that the following salaries and rates are approved. 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. 9-2020**

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

	Annual (A)	Hourly (H)
Councilpersons 4@		\$ 4,967.00 (A)
Justices 2@		\$ 16,410.00 (A)
Supervisor		\$ 22,925.00 (A)
Deputy Supervisor		\$ 1,200.00 (A)
Budget Officer		\$ 3,000.00 (A)
Assessor		\$ 40,955.00 (A)
Clerk to the Assessor		\$ 20.86 (H)
Town Clerk/Tax Collector		\$ 45,561.00 (A)
Attorney for the Town		\$ 150.00 (H)
Deputy Town Clerk		\$ 17.61 (H)
Code Enforcement Officer		\$ 68,469.00 (A)

Code Enforcement Officer Assistant	\$ 15.00 (H)
Climate Smart Coordinator	\$ 15.00 (H)
Registrar	\$ 1,102.00 (A)
Highway Superintendent	\$ 77,325.00 (A)
Deputy Highway Superintendent	\$ 2,200.00 (A)
Highway Equipment Operator	\$ 29.13 (H)
Occupational Safety Officer	\$ 1,515.00 (A)
Transfer Station Attendant	\$ 19.73 (H)
Water & Sewer Superintendent	\$ 81,145.00 (A)
Water & Sewer Assistant	\$ 72,007.00 (A)
Water & Sewer Maintenance	\$ 69,613.00 (A)
Water & Sewer Laborer	\$ 29.13 (H)
Water & Sewer Clerk	\$ 20.86 (H)
Bookkeeper to the Supervisor	\$ 19.96 (H)
Court Clerk	\$ 17.61 (H)
Part-time typist	\$ 15.00 (H)
Secretary-Planning & Zoning Boards	\$ 45.00 (per meeting)
Cleaning Services	\$ 6,800.00 (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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

10. 2020 RESOLUTION NO. 10-2020: 2020 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. 10-2020**

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

11. 2020 RESOLUTION NO. 11-2020: 2020 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 -2020**

It is RESOLVED that 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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

12. **2020 RESOLUTION NO. 12-2020:** 2020 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 -2020**

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

13. **2020 RESOLUTION NO. 13-2020:** 2020 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 -2020**

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

14. **2020 RESOLUTION NO. 14-2020:** 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 -2020**

It is RESOLVED the following appointments are made to the Town Comprehensive Plan Committee, Kashong Conservation Area Committee, Sustainability Committee, Economic Development Committee, Communication Committee, Agricultural Enhancement Committee, and Parks and Recreation Committee for calendar year 2020, and the supervisor, in consultation with the committee chair, may make additional appointments to any committee during the year:

Comprehensive Plan Committee

Mark Venuti Tom Bonacci
Melissa Nault Hugh Price
Mark Palmieri Mitch Wilber
Jeff Dunham Sophie Elkin
Bob McCarthy Jim Smith
Kim Aliperti Ryan Wallace
Mary Ann Bell Floyd Kofahl

Kashong Conservation Area Committee

Mark Palmieri
Jay VanHouten
Elizabeth Newell
Keith Waldron
Kristen Brubaker
Jim Engel

Sustainability Committee

Mark Palmieri
Vinny Aliperti
Donald Addona
Ken Steadman
Jennifer Grant
Jim Kreuger
Darrin McGee
Jacob Fox & Mark Venuti

Economic Development Committee

Bob McCarthy Edward Smaldone
Sophie Elkin Eric Heieck
Mark Venuti
Steve High
Floyd Kofahl
Paul Schroeder
Kim Aliperti

Communication Committee

Kristen DeVaney Amy Naegele
Mark Venuti Daniel Roman
Kaitlin Fello Nate Martin
Melissa Nault
Joan Leonard
Karen Miltner
Kim Aliperti

Ag. Enhancement Committee

Mitch Wilber Sophie Elkin
Mark Venuti Ron DeBoover
Bob McCarthy Martha DeBoover
Hugh Price Beth Kinne
Brian Nicholson
Gary Harman
Ken Livermore
Jim Capron

Parks and Recreation Committee

Mark Venuti Jim Vedora
Jim Hogan Charlie Bracko
Beverly Young Bill Whitwell
Bernie Peck

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 14, 2020. Unanimously approved.

Date: _____ 2020

Lorrie S. Naegele, Town Clerk

15. 2020 RESOLUTION NO. 15-2020: 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 -2020**

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.

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 14, 2020. Unanimously approved.

Date: _____ 2020

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.

Respectfully Submitted