

**VILLAGE OF MOUNT MORRIS
ORGANIZATION MEETING
April 1, 2019 6:30 PM**

The organization meeting of the Village Board of the Village of Mount Morris, County of Livingston and the State of New York was held at the Village Hall, 117 Main Street, Mount Morris, New York on the 1st day of April 2019.

PRESENT: Frank Provo	Mayor
Rebecca Crocker	Trustee
Joseph Rawleigh	Trustee
Joel Mike	Trustee
Lisa Torcello	Village Clerk/Treasurer
Amanda Coniglio	Deputy Clerk/Treasurer
Richard White	Police Chief
Chris Young	Public Works Superintendent

ABSENT: Trustee Geoff Pagano

Also Present: Terry Soto, Judge David Provo, Acting Judge Robert Ossont

Mayor Provo called the meeting to order and led in the Pledge of Allegiance.

Mayor Provo swore in the following new appointments:

Village Judge David Provo
Acting Village Judge Robert Ossont
Village Trustee Rebecca Crocker
Village Trustee Joseph Rawleigh
Deputy Clerk/Treasurer Amanda Coniglio

RESOLUTION # 44.18

APPROVAL OF APPOINTMENT

On a motion from Trustee Mike second by Trustee Rawleigh the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to appoint the following:

LIAISONS APPOINTMENTS DESIGNATIONS

Deputy Mayor	Lisa Torcello
Clerk / Treasurer	Amanda Coniglio
Deputy Clerk / Treasurer	James Murray / Don Scalia
Advisors to the Mayor	Mayor Frank Provo / Trustee Joel Mike
Fire Hall Construction / Fire District Coordinator	Trustee Joel Mike
Street Department DPW	Trustee Joel Mike
Water / Sewer Departments	Trustee Rebecca Crocker
Police Services	Trustee Joel Mike
Village Court	Trustee Geoff Pagano
Recreation Department	Mayor Frank Provo
Fire Department	Mayor / Full Board
Building	Mayor / Full Board
Finance	Trustee Joel Mike
Clerks Office	Mayor Frank Provo
Intergov't Operation	Trustee Joel Mike
Alternate to intergov't Operation	Trustee Joe Rawleigh
Code Enforcement / Planning & Zoning Boards	Trustee Geoff Pagano
Military & Civil affairs	Mayor Frank Provo / Trustee Rebecca Crocker
Marketing & Economic Development	Trustee Rebecca Crocker
Village Website	Mayor Frank Provo
M/WBE Minority and Women-owned Business Enterprises	Lisa Torcello
Registrar of Vital Statistics	Amanda Coniglio
Deputy Registrar Vital Statistics	Trustee Geoff Pagano
Fair Housing Officer	Nick Loverde
Village Historian	Five Star Bank
Official Depository (primary custodial bank)	Community Bank, 5 Star Bank, JP Morgan
Official Depository (investments)	Livingston County News
Official Newspaper	
Fire Chief	
1 st Asst. Chief	
2 nd Asst. Chief	

VILLAGE COURT

Village Justice	Honorable David Provo
Acting Justice	Honorable Robert Ossont
Court Clerk	Laurie Button

ORGANIZATIONS

Letchworth Gateway Villages	Mayor Frank Provo
Letchworth Gateway Villages Director	Nicole Manapol

Letchworth Gateway Villages Community Representative
 Mt. Morris Partners for Progress
 Representative to Silver Lake Watershed (SLWC)
 Alternated to Silver Lake Watershed
 Livingston County Planning Board Village Representative

Partners for Progress William
 D'Angelo/Greg Bump
 Mayor Frank Provo
 Mayor Frank Provo
 Superintendent Public Works Chris
 Young
 Kevin Fahey 3 Year term starting
 1/1/2019

PROFESSIONAL SERVICES OR SERVICE PROVIDERS

Village Attorney
 Village Labor Relations Attorney
 Bonding Counsel
 Financial Consultant
 Engineering Firm
 System Controls Engineering Firm
 Accounting and payroll services
 Insurance provider
 Information Technology Provider

John Putney
 Osborn Reed & Burke, LLP
 Orrick, Herrington & Sutcliffe LLP
 Fiscal Advisors & Marketing Inc.
 MRB Group
 Plant-IQ
 LaDelfa Schoder & Walker PC
 Long Agency, Inc.
 Hurricane Technologies

SCHEDULED MEETINGS

Village Board Meeting (each month)
 Village Zoning Board of Appeals (meet as needed)
 Town/Village Joint Planning Board (each month)
 Silver Lake Watershed (Meet every 3 months)
 Livingston County Planning Board

Third Monday of each month, 6 P.M.
 Mount Morris Village Hall
 Mount Morris Town Hall
 Second Wednesday of each month, 6:30
 P.M. Mount
 Morris Town Hall
 Third Thursday every 3 months, 7:30
 P.M.
 Village of Perry Village Hall
 Second Thursday of each month, 7:00
 P.M. Livingston
 County Government Center

ZONING BOARD OF APPEALS	
NAME	TERM EXPIRES
1. Chuck Cottone - Chairman	12/31/2021
2. Chad Woodworth	12/31/2020
3. Bill Manthley	12/31/2022
4. Joe Rawleigh	12/31/2019
5. Kevin Fahey	12/31/2023

5 year terms

PLANNING BOARD	
NAME	TERM EXPIRES
1. Chairperson	12/31/2023
2. Steve Szopkinski	12/31/2021
3. Larry Woodworth	12/31/2022
4 Tom Rodgers -Vice Chairperson	12/31/2019
5. Jim Patrick	12/31/2020
Phillip Race	Alternate

5 year terms

BOARD OF ETHICS COMMITTEE:	
1. Attorney John Putney	3. Bob Brill
2. Laurie Howe	

LOAN REVIEW COMMITTEE:	
1. Mary Ann Dalymple	3. Ann Hunt
2. Guy Brickwood	

WORKPLACE VIOLENCE COMMITTEE:	
1. Frank Provo	Mayor
2. Dan Willett	Local 200 United Union
3. Mark Brado	NY State Law Enforcement Officer Union Council 82
4. Lisa Torcello	Non- Union

RECREATION COMMITTEE:		
1. Chairperson Amanda Coniglio	03/31/21	3 years
2. Terry Soto	03/31/20	3 years
3. Vice Chairperson Melissa Huffman	03/31/21	3 years
4. Peter Privitera	03/31/20	2 years
5. Amy Yencer	03/31/20	2 year
6. Jamie Mann	03/31/20	2 year
7. Secretary Casandra Rawleigh	03/31/21	1 year
Robert Privitera	alternate	alternate
Jeff Coniglio	alternate	alternate

RESOLUTION # 45.18

APPROVAL OF RESIGNIATION

On a motion from Trustee Mike second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to accept Joe Rawleigh resignation from the Zoning Board of Appeals position term ending 4/1/2019 with regrets.

RESOLUTION # 46.18

APPROVAL OF ZONING BOARD POSITION

On a motion from Trustee Mike second by Trustee Rawleigh the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to appoint Kevin Fahey to the number five position with the Zoning Board of Appeals with the term ending December 31, 2023.

RESOLUTION # 47.18

APPROVAL OF POLICIES

On a motion from Trustee Rawleigh second by Trustee Mike the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following policies:

- Accident reporting & investigation
- Capital Assets Procedures & policy
- Cell Phone
- Code of Ethics for Purchase Agents
- Credit Cards
- Criteria for Auditing Claims
- Domestic Partnership
- Drug Free
- Electric Banking
- Fund Balance Policy
- Internet Use policy
- Investment Policies and Guidelines

- Media Relations Policy
- MWBE Resolution Policy
- Purchase procedure
- Sexual harassment
- Smoke Free workplace
- Social Media Policy- taking out #3
- Travel, Lodging and Meal- adding meal needs to be with the county rate
- Vehicle Use
- Whistle Blower
- Workplace Violence Policy

RESOLUTION # 48.18

APPROVAL OF ADVANCE APPROVAL OF CLAIMS

On a motion from Trustee Rawleigh second by Trustee Mike the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following resolution:

Pursuant to Village Law § 5-524(6), the board of trustees may, by resolution, authorize claims for public utility services, postage, freight and express charges to be paid in advance of an audit of claims. An appropriate resolution authorizing advance payment of claims follows:

WHEREAS the board of trustees has determined to authorize payment in advance of audit of claims for Public utility services, postage, freight and express charges; and

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Section 2. That this resolution is effective immediately.

RESOLUTION #49.18

APPROVAL OF CHANGES IN PERSONAL INFORMATION

On a motion from Trustee Mike second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh
ABSENT Pagano

Resolved to the approve the following resolution:

Employees are responsible for notifying the Village when there is a change in their personal data. This information needs to be kept up-to-date so benefit plans and payroll withholdings are properly administered. Timely notification of these changes will also enable the Village to assist employees and their family in matters of personal emergency.

NOTIFICATION

Notify the Village Clerk within forty-eight (48) hours of the following change:

- ✓ Name
- ✓ Address
- ✓ Telephone numbers
- ✓ Number of dependents
- ✓ Change in familial status and/or beneficiaries
- ✓ Emergency contact

RESOLUTION # 50.18

APPROVAL OF GUIDELINES FOR PUBLIC COMMENT

On a motion from Trustee Rawleigh second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh
ABSENT Pagano

Resolved to the approve the following resolution:

The public may speak during the Monthly Board Meeting's Public Comment period and when a majority of the Village Board allows.

Speakers must be recognized by the presiding officer, and must give their name, address and organization, if any.

Speakers must limit their remarks to three minutes on a given topic, and may not yield any remaining time they may have to another speaker.

Board Members may, with the permission of the presiding officer, interrupt a speaker during their remarks, but only for the purpose of clarification or information.

All remarks must be addressed to the Village Board as a body and not to individual Board Members.

Interested parties or their representatives may address the Village Board by written communications.

Members of the Village Board, speakers and audience members must observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Any statements made during a meeting or during a public hearing by the Members of the Board, other Village officials, employees, or members of the general public shall not involve personal, impertinent, or defamatory attacks on individuals, regardless of whether the individual so attacked is an elected official, Village official, employee, or a member of the general public

RESOLUTION # 51.18

APPROVAL OF IRC SECTION 125 PREMIUM ONLY PLAN

On a motion from Trustee Mike second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following resolution:

WHEREAS, Village of Mount Morris has determined that it would be in the best interests of its employees to adopt a “Section 125 Premium Only Plan” allowing for pre-taxed medical benefit coverage, so-called; be it known that a vote was taken, and all were in favor.

RESOLVED, that Village of mount Morris adopt a so-called “Section 125 Premium Only Plan,” all in accordance with the specifications annexed hereto; and, be it known that the “Village of Mount Morris Premium Only Plan” Document was executed January 1, 2018.

RESOLVED FURTHER, that Core Documents, Inc., undertake all actions necessary to implement and administer said plan.

IN WITNESS WHEREOF, I have executed my name for Core Documents, Inc., on January 1, 2018.

ATTEST:

_____ Witness	By: _____ Lisa Torcello
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On a motion from Trustee Brickwood seconded by Trustee Bishop the following resolution was

ADOPTED Ayes 3 Brickwood, Bishop, Provo

Absent 1 Pagano

Village of Mount Morris

Special Board Meeting

March 7, 2018 6:00pm

Resolution #34.18

APPROVAL OF PREMIUM 125 TAX PLAN

RESOLUTION # 52.18

APPROVAL OF MILEAGE ALLOWANCE

On a motion from Trustee Mike second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following resolution:

Pursuant to Village Law § 5-524(7), the actual and necessary expenses the officers and employees incur in performing their official duties are a village charge. However, the board of trustees may, in lieu of auditing and allowing a claim for actual and necessary expenses for travel, determine to pay a reasonable mileage allowance for use of personal automobiles in performing official duties. An appropriate resolution authorizing a mileage allowance follows:

WHEREAS the board of trustees has determined to pay a fixed rate for mileage as reimbursement to village officers and employees who use their personal automobiles while performing their official village duties;

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees will approve reimbursement to such officers and employees at the New York State rate.

Section 2. That this resolution is effective immediately

RESOLUTION # 53.18

APPROVAL OF PLANNING AND ZONING TRAINING HOURS

On a motion from Trustee Rawleigh second by Trustee Mike the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following resolution:

WHEREAS, Chapter 662 of the Laws of New York, 2006 was passed by the NYS Legislature in 2006, signed by the Governor on September 13, 2006, and went into effect on January 1, 2007; and

WHEREAS, each member of a planning board and zoning board of appeals is required to complete, at a minimum, four hours of training each year designed to enable such members to more effectively carry out their duties; and

WHEREAS, the Village Board has the responsibility to set the official policy for Planning Board and Zoning Board of Appeals member training requirements; now therefore be it

RESOLVED, that each member or alternate member of the Planning Board and Zoning Board of Appeals is hereby required to complete four hours of training in a calendar year; and be it further

RESOLVED, that if a Planning Board or Zoning Board of Appeals member accrues more than four hours of training during a calendar year, the hours in excess of four hours will be credited to the following years; and be it further

RESOLVED, that approved training options include, but are not limited to, Genesee/Finger Lakes Regional Planning Council Local Government Workshops, Livingston County Planning Department Staff training, New York State agency planning workshops and courses, State municipal association conferences and/or training sessions, training sessions conducted by counties other than Livingston County, training sessions conducted by municipalities, American Planning Association training sessions and/or conferences, and college or university planning training sessions, and other training approved by the Mayor; and be it further

RESOLVED, that the training format can include, but is not limited to electronic media, video, distance learning, and traditional classroom training; and be it further

RESOLVED, that the Planning Board Secretary shall keep records of Planning Board and Zoning Board of Appeals member annual training hours; and be it further

RESOLVED, that all training certificates or other documentation of training must be submitted to the Planning Board Secretary, who will in turn submit them to the municipal clerks, who are responsible for forwarding to the Livingston County Planning Department annually

RESOLUTION # 54.18

APPROVAL OF ESTABLISHED WORKDAYS

On a motion from Trustee Rawleigh second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following resolution:

That the Village of Mount Morris, location code 40038, hereby establishes the following as standard workdays for its elected and appointed officials and will report days worked to New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body:

Title	Name	Std Work Day	Last 4 of Social	Term	Not Submitted
Mayor	Provo			04/21	
Trustee	Mike			04/21	
Trustee	Pagano			04/21	
Trustee	Crocker			04/23	
Trustee	Rawleigh			04/23	
Attorney	Putney	1.18 days/month			
Clerk to Village Justice	Button	7.5		04/20	
Clerk/Treasurer	Torcello	7.5		04/21	
Deputy Clerk/Treasurer	Coniglio	7.5		04/20	
Clerk	Bacon				

That the Village of Mount Morris, location code 40038, hereby establishes the following as standard workdays for its employees and will report days worked to New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the Clerk of this body:

Title	Standard Work Day (Hrs./day)
Laborer	8.00
Police Officer-Full Time	8.00
Police Officer- Part Time	8.00
Public Work Superintendent	8.00
Water Treatment Plant operator	8.00
Wastewater Treatment Plant Operator	8.00
Water/Wastewater Treatment Plant Operator	8.00
Automotive Mechanic	8.00

RESOLUTION # 55.18

APPROVAL OF SPECIAL MEETINGS AND CREATING THE AGENDA

On a motion from Trustee Rawleigh second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following resolution:

Call A Special Meeting:

PROCEDURE TO CALL A SPECIAL MEETING

The Mayor or two trustees acting together may call a special meeting of the board of trustees. The Village Clerk will contact the Mayor and each member of the board of trustees individually and will fax or e-mail the official paper of the Village with notice of the special meeting. Additionally, a notice of the special meeting will be posted on the front door of the Village Hall. The special meeting may then be held.

Required for All Meetings:

1. A quorum of three must be present.
2. The agenda shall be prepared by the Clerk at the direction of the Mayor. Those persons wishing to be put on the agenda to speak must first converse with the Mayor, who will then put them on the agenda if the concern still exists. Items for the agenda should be given to the Clerk seventy-two (72) hours before the meeting. The agenda will be finalized by noon the Friday prior to the meeting. There will a “leader” board (a communication tool) in the Village office that all can write down thoughts or topics to be discussed. It will ostensibly become the agenda—It will be transcribed and emailed out to all board members by Friday before the board meeting.

Agenda:

The agenda will be topic specific – that is to say, detailed descriptions of what is to be discussed.

If a topic or item is not on the agenda by noon the Friday before the Board meeting, (unless there is an emergency issue) at the Mayors discretion it may be added, or it may need to be held until the next monthly board meeting.

- 1 Minutes shall be taken by the Clerk and shall contain a record of all motions, proposals, resolutions and other matters formally voted upon by the Board. They shall include the Name of the Board, date, place and time of meeting. Notation of presence or absence of Board members and time of arrival or departure if different from call to order and adjournment, name and title of other village officials/employees and approximate number of attendees, record of communications presented to the Board, record of reports, time of adjournment. They shall not contain a summary of discussion leading to an action or include verbatim comments unless a majority of the Board shall resolve to have them included. Minutes shall be approved at the next board meeting, with any amendments requiring Board approval.
- 2 **ORDER OF BUSINESS**
 - Call to order
 - Roll call
 - Approval of minutes of previous meeting

Departmental reports
Public comment
Old business
New business
Appropriations

RESOLUTION # 56.18

APPROVAL OF WAIVING RESIDENCE REQUIREMENT OF VILLAGE COURT CLERK AND DEPUTY CLERK/TREASURER POSITIONS

On a motion from Trustee Mike second by Trustee Rawleigh the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following resolution:

WHEREAS, Village of Mount Morris has determined that it would be in the best interests of the Village to amend the requirement for the court clerk and deputy clerk/treasurer positions be limited to residents of the Village of Mount Morris

WHEREAS, Enacted in Village Law section 3-300 *28 Notwithstanding any provisions of this chapter or any other general law, local law, ordinance or special act, the village board of trustees of the incorporated village of Mount Morris, Livingston county, may, by resolution, provide that the office of court clerk and deputy clerk/treasurer of such village need not be a resident of such village, provided that such person resides in the county of Livingston or in an adjoining county within the state of New York.

Section 1. That the board of trustees has passed this resolution so that the court clerk and deputy clerk/treasurer of such village need not be a resident of such village, provided that such person resides in the county of Livingston or in an adjoining county within the state of New York.

Section 2. That this resolution is effective immediately.

RESOLUTION # 57.18

APPROVAL OF WATER AND SEWER FEE SCDEDULE

On a motion from Trustee Rawleigh second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following fee schedules:

Unit Schedule #1

	EQUIVALENT UNITS WATER/SEWER
1	A single-family dwelling whether occupied or unoccupied shall be charged one unit.
2	Other dwellings. Premises occupied or designed to be occupied by two or more families, including two-family dwellings, multifamily dwellings, apartments and apartment houses, shall be charged one unit for each apartment or separate living quarters contained in or on such premises, without regard as to whether the same are occupied on a full-year basis.
3	Rooming house. Premises occupied or designed to be occupied as a rooming house shall be charged 1/5 unit per bedroom with a minimum charge of one unit per building, without regard as to whether the same are occupied on a full-year basis. A "rooming house" is herein defined as a building occupied or designed to be occupied as a rental unit for three or more unrelated people. For example, a Rooming house with 5 units, whether occupied or unoccupied, shall be charged 1 unit.
4	Group home. Premises occupied or designed to be occupied as a home where a small number of unrelated people in need of care, support, or supervision can live together shall be charged one unit per each bedroom whether occupied or unoccupied with a minimum charge of one unit.
5	Gasoline station. Premises occupied or designed to be occupied as a gasoline station shall be charged two units, without regard as to whether the same are occupied on a seasonal or full-year basis.
6	Hotel/Motel. Premises occupied or designed to be occupied as a Hotel/Motel shall be charged one unit for each ten rooms. For example, a Hotel/Motel with 50 units, whether occupied or unoccupied, shall be charged 5 units.
7	B&Bs. Premises occupied or designed to be occupied as a B&B shall be charged one unit for the residents and one unit for up to ten rooms whether occupied or unoccupied.
8	Mobile home park. A mobile home park shall be charged one unit for each approved mobile home stand, occupied by a mobile home on the date of the yearly Mobile Home Park inspection. Total units will stay the same until the next yearly Mobile Home Park inspection.
9	Car wash. Premises occupied as a car wash, whether self-service or otherwise, shall be charged two units per bay therein, without regard as to whether the same are occupied on a seasonal or full-year basis.
10	Church property. Premises designed or occupied to be utilized for religious purposes (church or parsonage) will be charged one unit for each sewer building, without regard as to whether the same are occupied on a seasonal or full-year basis.
11	Any parcel of real property which does not fall in any of the above classifications shall be charged at minimum one unit or a rate as determined by the Water and Sewer District Commissioners. In the event that any parcel of real property falls within more than one of the above classifications, that classification which produces the greatest number of household units shall be the one applicable. In the event, however, that any parcel of real property is divisible according to actual sewer connections, to be divisible into one or more classifications, the number of household units in each classification shall be determined, and the total thereof shall constitute the number of household units applicable to the entire parcel.

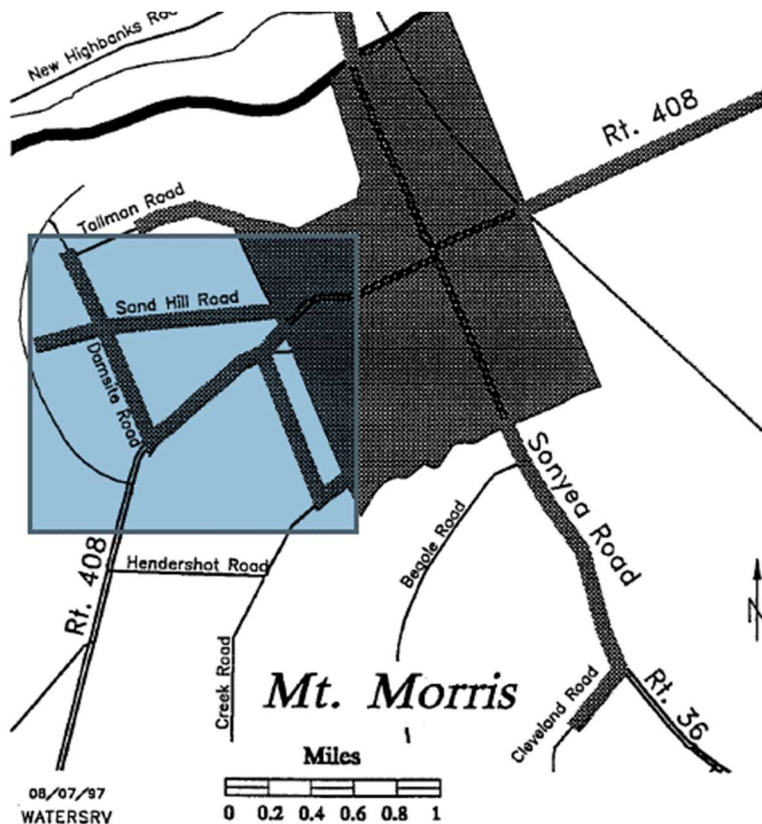
Water Fees Schedule A

Fee	Section of Code			Quarterly Rate/Fee
Water Contracts	§ 226-43	Length of current agreement		
Village of Leicester		10 Years ends 12/31/2025	Per 1,000 Gal. + % of Bond Payment	\$ 3.45
Livingston County RT408		19.2 Years ends 12/31/2020	Per 1,000 Gal.	\$ 4.25
Livingston County Murray Hill		Year to year pricing	Per 1,000 Gal.	\$ 4.25
Town of Mount Morris (Water District #)		19.2 Years ends 12/31/2020	Per 1,000 Gal.	\$ 4.25
Army Corps of Engineers (Dam)		Year to year pricing	Per 1,000 Gal.	\$ 4.25
Village of Mount Morris Per Unit charge	§ 226-44	0 - 3,000 gallons	Minimum charge for each unit	\$ 42.50
		4,000 - 10,000	Per 1,000 Gal.	\$ 2.75
		11,000 gallons and up	Per 1,000 Gal.	\$ 3.00
Outside Village not in organized water district	§ 226-43	0 - 3,000 gallons	Minimum charge for each unit	\$ 47.50
		4,000 gallons and up	Per 1,000 Gal.	\$ 4.00
Availability of water service charge	§ 226-17B	Quarterly charge for all properties where the service is dormant		\$ 20.00
Meter maintenance service fee	§ 226-30F	Type	Sizes in Inches	
	*WASB12A21A010101A1	#wtr Mtr Mstr 5/8x3/4 Mj 3g Gal Ci Btm	5/8"X3/4"	\$ 4.00
	WASB16A21A010101A1	wtr Mtr Mstr 1" Multijet 3g Gal	1"	\$ 4.75
	WASMM0301-D1-A02	wtr Mtr Mstr 2" Ss Octave Encl 20' Cbl	2"	\$ 34.00
	*WASMM0303EIA02	#wtr Mtr Mstr 3" Octave Enc Mod/xtr 20' Cbl	3"	\$ 34.50
	*WASMM0304EIA02	#wtr Mtr Mstr 4" Octave Enc Mod/xtr 25' Cbl	4"	\$ 45.25
	*WASMM0305EIA02	#wtr Mtr Mstr 6" Octave Enc Mod/xtr 25' Cbl	6"	\$ 72.00
	*WASMM0306EIA02	#wtr Mtr Mstr 8" Octave Enc Mod/xtr 25' Cbl	8"	\$ 84.00
Service availability fee for standby and fire service connections	§ 226-79		Size of First Check Valve (inches)	N/A at this time
Data Logging		Once a year per tax map number		\$ 20.00
Data Logging		Further request		\$ 50.00
Street opening permit fee	§ 226-10	Shall be in accordance with chapter §199 Article 6, Street Openings, Permit		
Certificate of occupancy permit	§ 226-40C	Shall be in accordance with chapter § 101 Fire and Building Code		
Building Demolition permit	§ 226-50A	Shall be in accordance with chapter § 101 Fire and Building Code		
				Fee
New water service permit fee	§ 226-10A	Village		\$ 30.00
		Outside the Village		\$ 30.00
Reviewed by Village Engineer	§ 226-10C			Actual cost
Tapping (connection) fee	§ 226-15	Tap Size		
		3/4" and 1"	Actual cost + Fee	\$ 300.00
		1 1/2 and 2"	Actual cost + Fee	\$ 400.00
		Over 2"	Actual cost + Fee	\$ 500.00
Hourly Rate for work performed by the Village workforce for work other than tapping fee for 3/4" to 2" connections	§ 226-17	Hourly Rate for work performed by the Village Employees	Actual cost	2019/2020 Year \$23.75
Water service turnoff fee	§ 226-24	Request from property owner during normal working hours		\$ 50.00
	§ 226-24	Request from property owner at any other time		\$ 150.00
Reinstatement of closed accounts	§ 226-26	For reasons enumerated in § 226-20 Water shutoff (Nonpayment NSF)		\$ 100.00
Water service turn on fee	§ 226-26	Request from property owner during normal working hours		
	§ 226-26	Request from property owner at any other time		\$ 150.00
Missing scheduled appointment	§ 226-32B	Missed scheduled appointment		\$ 30.00
Fee for resealing a meter	§ 226-36	No charge if the seal was broken accidentally and the Village is notified		\$ 30.00
Meter tests	§ 226-37	No charge if the test results indicate accuracy within current AWWA limits.	5/8" through 1"	\$ 30.00
			1 1/2" and 2"	\$ 60.00
			3" and over	\$ 90.00
Final account reading	§ 226-42	Special reading during normal working hours		\$ -
	§ 226-42	Special reading at any other time		\$ 150.00
Interim account reading	§ 226-42	Special reading during normal working hours		\$ 30.00
	§ 226-42	Special reading at any other time		\$ 150.00
Request for reprint of a account statement or account history	§ 226-42	For each account / period (without a payment being made)		\$ 30.00
Processing fee	§ 226-45	For each delinquent account added to yearly property tax bill		\$ 50.00
Permanent disconnection fee	§ 226-50C	Permanent water service disconnection fee		\$ 200.00
Hydrant use fees, payable in advance	§ 226-53	Charge for hydrant meter \$100.00 and amount of water used at \$4.25/1000		Actual cost
		Deposit for the portable hydrant meter backflow preventer device		\$ 500.00
Hydrant relocation fee	§ 226-54			Actual cost
Control of pressure variations	§ 226-59			Actual cost
Appeals filing fee	§ 226-87			\$ 25.00
Hours for meter reading	§ 226-32	8:00 a.m. to 2:00 p.m. Monday through Friday		October 1 thru April 30
		8:00 a.m. to 2:00 p.m. Monday through Thursday		April 1 thru September 30
All work performed by Village employees		Minimum 1 Hr. /1 Hr. increments		

Sewer Fees Schedule B

Fee	Section of Code	Sewer Contracts	Rates, rents and fees - Sewer - Quarterly - Schedule B	Quarterly Fee
Municipality/Agency		Length of current agreement		
Village of Mount Morris Per Unit charge	§ 182-111		0 - 15,000 gallons of water used Over 15,000 gallons	Minimum charge for each unit Per 1,000 gallons \$ 80.00 \$ 3.00
Town of Mount Morris and outside Village not in organized sewer district	§ 182-16	Year to year pricing	0 - 15,000 gallons of water used Over 15,000 gallons	Minimum charge for each unit Per 1,000 gallons. First quarter 2019 \$ 4.00 \$ 90.00
Livingston County Water/Sewer Authority RT408, Groveland, Leicester	§ 182-16	Year to year pricing	0 - 15,000 gallons of water used Over 15,000 gallons Over 15,000 gallons	Minimum charge for each unit Per 1,000 gallons November 2018 thru April 2019 May 2019 forward \$ 3.00 \$ 4.00
Livingston County Murray Hill Complex	§ 182-16		Total water usage divided by 12,000 gallons per unit = Number of units @ \$46.60 + 15% Sewer Surcharge	First quarter 2019
Surcharge for abnormal sewage	§ 182-112			Case by case bases
Segmenting the POTW	§ 182-114			N/A at this time
Pretreatment program costs	§ 182-117	Additional charges and fees associated with the operation of the pretreatment program		Case by case bases
Construction permit application	§ 182-21	Private wastewater disposal system (septic system)		Case by case bases
Sewer lateral permits	§ 182-38	New Service connection		\$ 400.00
Abandon sewer service	§ 182-42	Building or Street lateral plugged		\$ 200.00
Building lateral/street lateral televised	§ 182-47	Televised/Any other required work	Minimum 1 Hr. /1 Hr. increments	Actual cost
Restoration of disturbed areas	§ 182-50	Street and shoulder restoration/Any other required work	Minimum 1 Hr. /1 Hr. increments	Actual cost
Discharge of hauled wastes	§ 182-58	Application for license for discharge of trucked or hauled wastes	license	.04 Per Gallon
Wastewater discharge permit	§ 182-75	Industrial users required to obtain a wastewater discharge permit		Case by case bases
Availability of sewer service	§ 182-113	(Capital Recovery Charge) Quarterly charge for all properties where the service is dormant		\$ 50.00

Village Water Mains Schedule C



RESOLUTION # 58.18

APPROVAL OF MISCELLEOUS SCDEDULE

On a motion from Trustee Rawleigh second by Trustee Crocker the following resolution was

ADOPTED Ayes 4 Provo, Mike, Crocker, Rawleigh

ABSENT Pagano

Resolved to the approve the following fee schedules:

Building Code Fees

Type of Fee		Fee	
Alarm System			10.00
Permit renewal fee	1 thru 3 alarm		10.00
	4 thru 6		75.00
	For every alarm thereafter		100.00
Bed & Breakfast Application			50.00
Brush Grass & Weeds	Rate for yard maintenance/lawn mowing by Village work crew	Per employee hour + Fee	40.00
	Contractor's fee charged to the Village	100 % of Charge + Fee	40.00
Nuisance processing fee	Each offense		40.00
Fence Permit Residential	Fence Permits (Cost = Lineal ft. + fee)	0.25 lineal ft.	35.00
Fence Permit Commercial	Fence Permits (Cost = Lineal ft. + fee)	0.35 lineal ft.	50.00
Building Permits fees			
		Per SF	Minimum
Single Family Dwelling	New Homes	0.25	250.00
	Manufactured (Not in Park)	0.25	250.00
	Incl. Additions & Alterations	0.25	100.00
Double/Multi-Family Dwelling	New Homes	0.25	350.00
	Incl. Additions & Alterations	0.25	100.00
Basement/Foundation/Crawl Space	*Note: Basement and Crawl Space permits will not be credited to permit.*		
	Additions & Alterations		50.00
	New Homes		150.00
	Commercial		300.00
Commercial (*Renovations are 75% of permit cost)		0.25	200.00
	Large Project Surcharge (over \$500,000.00)	0.003 Times Project Cost	
	Sprinkler Permit	0.05	150.00

	Shed		135.00
	Construction Trailer		200.00
	Dumpster Enclosure		135.00
	Plumbing Fixture Add-on (over 6)	\$1.50/each	100.00
Accessory Buildings	Garage (attached or detached)	0.20	50.00
	Accessory Bldg. Max. 200 sq. ft.	0.20	35.00
	Accessory Bldg. Over 200 sq. ft.	0.18	45.00
	Agriculture Bldg. Flat Fee		30.00
Porch or Deck (Larger than 16 sq. ft)		0.20	50.00
Roof replacement			50.00
Chimney, Solid Fuel Stoves, Fireplace, Generators Residential			50.00
Chimney, Solid Fuel Stoves, Fireplace, Generators Commercial			60.00
Replacement Furnace, Un-Venter Appliances			50.00
Replacement Hot water tank (gas or oil)			50.00
Solar Photovoltaic (PV) Installations	PV Systems up to 4kW		200.00
Solar Photovoltaic (PV) Installations	PV Systems >4kW to 10kW		400.00
Solar Photovoltaic (PV) Installations	PV Systems between 10kW and 25kW	Plus \$25 per kW over 10kW (prorated)	400.00
Pool	Above Ground		75.00
	In ground		100.00
	Plus deck	0.20	50.00
Demolition	Residential		100.00
	Residential Garages/Sheds/Barns/Etc.	0.15	30.00
	Commercial Interior		300.00
	Commercial Exterior		400.00
Operating Permit	Permits for Temporary Function		100.00
Operating Permit	All others		100.00
Annual Fire Inspections			
	Up to 1000 sq. ft.		25.00
	Up to 10,000 sq. ft.		50.00
	Each additional 10,000 sq. ft.		25.00/per
Final Certificate of Occupancy or Certificate of Compliance	Single family dwelling		35.00
	Double family dwelling		45.00
	Commercial		145.00

	Apartment		65.00/unit
Renewal of Building/Zoning Permits	1st Residential Renewal		Same as Original
	1st Multi Family Renewal		Same as Original
	1st Commercial Renewal		Same as Original
Building/Zoning Permits will only be renewed two times	2nd Renewal (all) (Cost = Original Fee + 100.00)	100.00	Same as Original
Temporary Certificate of Occupancy	Single Family	First	50.00
		First renewal	75.00
		Second renewal	100.00
Temporary Certificate of Occupancy	Multi Family	First	75.00
		First renewal	100.00
		Second renewal	130.00
Temporary Certificate of Occupancy	Commercial	First	150.00
		First renewal	175.00
Temporary C of O will only be renewed two times		Second renewal	200.00
Failure to follow inspection schedule.	Failure to call for 1 inspection		50.00
	Failure to call for 2 inspections		100.00
	Failure to call for 3 or more inspections		250.00
Work Started Without a Building Permit	Based on Value of the Project	100 - 5,000	200.00
		5,001 - 20,000	300.00
		20,001 - 50,000	400.00
		50,001 & up	500.00
Stop Work order Rescinded			100.00
Mobile Home Parks	Single-wide Mobile Home Installation	0.25	250.00
	Double-wide Mobile Home Installation	0.25	250.00
	Transfer fee		12.00
	Annual License Fee	Per usable site	15.00
Hotel/Motel	Annual License Fee		50.00
Sign Permits	(Cost = Sq. ft. + min.)		
	Signs up to 20 sq. ft.		65.00
	Signs 21 sq. ft. to 30 sq. ft.	0.75	100.00
	Signs 31 sq. ft. to 50 sq. ft.	1.00	150.00
	Signs 51 sq. ft. and larger	1.25	250.00

	Freestanding	1.50	275.00
Subdivision of Land			
Subdivision (Minor) plat approval application fee			350.00
Subdivision (Major) plat approval application fee	Per lot over 5 + Minimum	20.00 per lot	550.00
Final plat for major subdivision			100.00
Subdivision	Per lot for waiver of plat designation of area for park and playgrounds		100.00
Vehicles	Unlicensed Vehicles for Sale 60 days max 2 vehicles/yr.		15.00
Zoning Variance Use/Area (ZBA)	Plus Engineering, Attorney & Other Professional Services		175.00
Site Plan Review Commercial (Joint Planning Board)	Plus Engineering, Attorney & Other Professional Services		175.00
Special use permit (Joint Planning Board)	Plus Engineering, Attorney & Other Professional Services		175.00
Special Use Annual Review			35.00
Zoning Plan Review	Residential One and Two Family		65.00
	Residential Multi Family		75.00
	Commercial		100.00
Rezoning application	Village Board		175.00
Engineering, Attorney & Other Professional Services	Billed at actual cost to Village of Mount Morris		Actual cost
Tent Permits/Temporary Structure	Tents/Canopies/Membrane Structures 400 square feet and larger.		125.00
	Fireworks sales		100.00
	Fireworks display		40.00
	Certification of a particular Property with the Zoning Code		50.00
	Flood Plain letter		35.00
	Flood Plain Interpretation / Site Visit		50.00

Street Fees

Type of Fee		Fee	
Streets and Sidewalks	Sidewalk or Driveway Apron Homeowner		35.00
	New Lines & grades established (Cost = Actual cost + fee)	Actual cost + Fee	50.00
	Curb Cuts	Actual cost + Fee	50.00
	Removal of sidewalk and/or driveway apron rubble.		No Charge
	Administrative Appeals Filing Fee		35.00
	Removal of Rubbish	Actual cost + Fee	50.00
	Street Opening Permits		350.00

	Permit fee for installation of banner over State Street	Plus fee for contractor	100.00
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Clerk Fees

Type of Fee		Fee	
Peddling and Soliciting	Permit application		10.00
	Certified Birth & Death Certificates		10.00
	Returned Check Fee		30.00
	Tax Search		15.00
Pavilion/Park property use	Non-refundable user fees are as follows:		
Pavilion/Park property use	Village of Mount Morris Residents		20.00
Pavilion/Park property use	Not for profit groups (proof of not for profit status must be provided)		30.00
Pavilion/Park property use	Non-Village residents		50.00
Pavilion/Park property use	Full Field for all users		100.00
Scheduled Sports Leagues	Non-refundable user fees are as follows:		
Scheduled Sports Leagues	Field Use per league occurrence.		25.00
Scheduled Sports Leagues	Field Lights per night if ball field lights are requested		25.00

Police Fees Fines

Type of Fee		Fee	
Fire Lane	Parking in Fire Lane		15.00
Vehicles and Traffic			
	Two-hour Parking Limit		15.00
	Prohibited Area		15.00
	All night parking prohibited		15.00
	Handicapped Parking Only		50.00
	Blocking Crosswalk		15.00
	Blocking Public/ Private Driveway		15.00
	Parked Within 15 ft. of Hydrant		15.00
	Double Parking		15.00
	Impounded vehicles storage fees per day		15.00
	Background Check		20.00
	Fingerprints		20.00
Bicycle Registration/Renewal		Free of Charge	

The 2019-2020 Village Budget was presented and reviewed and discussed.

With no further business on a motion from Trustee Rawleigh and second by Trustee Crocker, the meeting was adjourned.

Respectfully submitted,

Lisa J Torcello
Clerk/Treasurer