

PUBLIC HEARING 12.20.22 – 7:00 PM
RESOLUTION EXTENDING THE TEMPORARY MORATORIUM ON
DEVELOPMENT APPROVALS FOR AN ADDITIONAL THREE (3) MONTHS

A Public Hearing was held on Tuesday, December 20, 2022 in the boardroom of the Village Hall, 7 Stage Road, Monroe, NY at 7:00 PM to review a resolution, “Extending the Temporary Moratorium on Development Approvals for an Additional Three (3) Months.” This resolution is to continue the temporary suspension of certain land use development approvals while the Village considers changes to its comprehensive plan and considers and adopts changes to its land use regulations.

Present: Deputy Mayor Behringer, Karl, and O’Connor
Also present: Attorney Terhune, Clerk Zahra
Absent: Mayor Dwyer & Trustee Ferraro

On a motion by Trustee Karl, seconded by Trustee O’Connor, and carried, the public hearing was opened at 7:00 PM.

There were 5 people from the public present for the public hearing. There was no written correspondence received. The public hearing was left open for 5 minutes.

Attorney Terhune said the Board has been working diligently on the Comprehensive Plan and it is her suggestion to extend the moratorium to continue their work on the plan. She reminded the public that the law allows two additional periods of up to three months each for such extensions.

With no further comments or questions, on a motion by Trustee Karl, seconded by Trustee O’Connor and carried, the public hearing was closed at 7:05 PM.

DUE PROCESS HEARING 12.20.22 – 7:05PM
CODE VIOLATIONS AGAINST THE VILLAGE OF MONROE’S PROPERTY
MAINTENANCE LAW

A Due Process Hearing was held on Tuesday, December 20, 2022 at 7:05PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. The hearing was held to review the violation issued by the Village of Monroe Building Department on the following property within the Village of Monroe: 2 Vista Lane (TM# 215-1-9), as per Village Code Section 155A-6E – General Requirements. All land must be kept free of dead or dying trees and accumulations of brush, shrubs, weeds, grass, stumps, roots, excessive and/or noxious growths, garbage, refuse, or debris which would either tend to start a fire or increase the intensity of a fire already started or cause poisoning or irritation to people or animals or cause or tend to cause or enhance an unhealthy or dangerous or obnoxious condition on said property or any adjacent or neighboring property.

Present: Deputy Mayor Behringer, Karl and O’Connor
Also present: Attorney Terhune and Clerk Zahra
Absent: Mayor Dwyer & Trustee Ferraro

On a motion by Trustee Karl, seconded by Trustee O’Connor, and carried, the hearing was opened at 7:05PM.

The reason for the “due process” hearing is that only the owner of the property that has been issued this violation is allowed to speak. No public comment is allowed. No one appeared to speak on behalf of the property owner.

With no further comments or questions, on a motion by Trustee Karl, seconded by Trustee O’Connor and carried, the due process hearing was closed at 7:10 PM.

DUE PROCESS HEARING 12.20.22 – 7:10PM
CODE VIOLATIONS AGAINST THE VILLAGE OF MONROE’S PROPERTY
MAINTENANCE LAW

A Due Process Hearing was held on Tuesday, December 20, 2022 at 7:10PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY. The hearing was held to review the violation issued by the Village of Monroe Building Department on the following property within the Village of Monroe: 440 St Rte 17M (TM #215-1-10), as per Village Code Section 155A-6E – General Requirements. All land must be kept free of dead or dying trees and accumulations of brush, shrubs, weeds, grass, stumps, roots, excessive and/or noxious growths, garbage, refuse, or debris which would either tend to start a fire or increase the intensity of a fire already started or cause poisoning or irritation to people or animals or cause or tend to cause or enhance an unhealthy or dangerous or obnoxious condition on said property or any adjacent or neighboring property.

Present: Deputy Mayor Behringer, Karl and O'Connor
Also present: Attorney Terhune and Clerk Zahra
Absent: Mayor Dwyer & Trustee Ferraro

On a motion by Trustee Karl, seconded by Trustee O'Connor, and carried, the hearing was opened at 7:10PM.

The reason for the “due process” hearing is that only the owner of the property that has been issued this violation is allowed to speak. No public comment is allowed. No one appeared to speak on behalf of the property owner.

With no further comments or questions, on a motion by Trustee Karl, seconded by Trustee O'Connor and carried, the due process hearing was closed at 7:20 PM.

**VILLAGE OF MONROE
 BOARD OF TRUSTEES MEETING
 Tuesday, December 20, 2022
 (www.villageofmonroe.org)**

The meeting of the Board of Trustees was held on Tuesday, December 20, 2022 at 7:20 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Deputy Mayor Debra Behringer called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

Present: Deputy Mayor Behringer, Karl and O'Connor
Also present: Attorney Terhune and Clerk Zahra
Absent: Mayor Dwyer & Trustee Ferraro

MINUTE APPROVAL: DECEMBER 6, 2022 BOARD MEETING:

On a motion by Trustee Karl, seconded by Trustee O'Connor, the Minutes of the December 6, 2022 Board Meeting were approved.

Ayes: Trustees Behringer, Karl and O'Connor
Nays: None

BUDGETARY TRANSFERS / MODIFICATIONS:

RESOLVED, the Board of Trustees authorizes the Treasurer to make the following fund transfers / modifications to balance the budget:

From:	Description	To:	Description	Amount	
F.8330.430	Purification Electricity	F.8340.430	Distribution Electricity	20,000.00	Reallocate electricity budget
F.8330.430	Purification Electricity	F.8320.430	Source Electricity	15,500.00	Reallocate electricity budget
Budget Modifications					
A.1560	Safety Inspection Fees	A.1440.450	Engineering Contractual	3,021.00	Raise Revenue/Expense lines re safety inspection fees collected re engineering
A.2260.100	Public Safety Svcs SRO	A.3989.410	SRO General Expense	310.00	Raise Revenue/Expense lines re SRO reimbursement MWCSO
A.2260.100	Public Safety Svcs SRO	A.3989.412	SRO Uniform	1,243.00	Raise Revenue/Expense lines re SRO reimbursement MWCSO
A.2260.100	Public Safety Svcs SRO	A.3989.472	SRO Education	990.00	Raise Revenue/Expense lines re SRO reimbursement MWCSO
A.2770.100	Misc Revenue Banners	A.7550.411	Celebration Military Banners	555.00	Raise Revenue/Expense lines re banners
F.2665	Sales of Equipment	F.8340.487	Radio Reads	3,800.00	Raise Revenue/Expense lines re water meters

On a motion by Trustee Karl, seconded by Trustee O'Connor, and carried.

VILLAGE OF MONROE BOARD OF TRUSTEES RESOLUTION CONCERNING VIOLATION OF PROPERTY MAINTENANCE:

Property Location: 2 Vista Lane / SBL# 215-1-9 / Monroe, NY 10950

As per Village Code Article 1, Section 155A-6E, Failure to Control Trash and Rubbish, all land must be kept free of dead dying trees and accumulations of brush, shrubs, weeds, grass, stumps, roots, excessive and / or noxious growths, garbage, refuse or debris which would either tend to start a fire or increase the intensity of a fire already started or cause poisoning or irritation to people or animals or cause or tend to cause or enhance an unhealthy or dangerous or obnoxious condition on said property or on any adjacent or neighboring property. Enforcement Officer Pace observed that the owner has failed to fully control and dispose of waste and discarded material at multiple areas around the property. The owner has failed to keep the premise free of dead or dying trees and accumulations of brush, shrubs, weeds, grass, stumps, roots, excessive and/or debris including at several areas adjacent or neighboring private property and public property, including as owned by the Village of Monroe. There has been failure to remedy.

WHEREAS, long standing violations of the Village's Property Maintenance Law, Chapter 155A-6E of the Village of Monroe Code, have existed at 2 Vista Lane, Village of Monroe, 10950, designated as Tax Map No. SBL 215-1-9; and

WHEREAS, the property owner has been given proper and lawful notice of said violation and have been directed to correct the violation; and

WHEREAS, the property owner was given due notice of a due-process hearing to be held by the Board of Trustees on December 20, 2022, at 7:00PM; and

WHEREAS, the owner did not appear; and

WHEREAS, the owner has not taken steps to correct the violation, and the violation still exists; and

WHEREAS, the Board of Trustees is authorized pursuant to Section 155-A8 of the Property Maintenance Law to authorize that the Village undertake to remedy such violation at the property owner's cost and expense.

BE IT FURTHER RESOLVED, that the Village Clerk mail a certified copy of this resolution be mailed to the property owner via certified mail.

BE IT FURTHER RESOLVED, any violation that remains uncorrected on the property as of today, December 20, 2022, the Board of Trustees hereby authorizes the Village, its contractors or agents to enter upon the property to correct the aforesaid violation and that all costs incurred by the Village, including administrative, legal and corrective costs, be charged to the property owner and such charge shall be added to the tax bill of the property owner if not paid within thirty (30) days of notification to the last known address of the property owner as shown on the Village tax records.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

VILLAGE OF MONROE BOARD OF TRUSTEES RESOLUTION CONCERNING VIOLATION OF PROPERTY MAINTENANCE:

Property Location: 440 St Rte 17M / SBL# 215-1-10 / Monroe, NY 10950

As per Village Code Article 1, Section 155A-6E, Failure to Control Trash and Rubbish, all land must be kept free of dead dying trees and accumulations of brush, shrubs, weeds,

grass, stumps, roots, excessive and / or noxious growths, garbage, refuse or debris which would either tend to start a fire or increase the intensity of a fire already started or cause poisoning or irritation to people or animals or cause or tend to cause or enhance an unhealthy or dangerous or obnoxious condition on said property or on any adjacent or neighboring property. Enforcement Officer Pace observed that the owner and or tenants failed to fully control and dispose of waste and discarded material at multiple areas around the property. The owner had failed to keep to keep the premises free of the accumulations of excessive garbage, refuse or debris which would either tend to start a fire or increase the intensity of a fire already started or cause poisoning or irritation to people or animals or cause or tend to cause neighboring property. Violations Warnings were posted at two sides of the building on 11-22-22 at the entry to two of the tenant locations (front and rear). Upon my return on 11-19-22 a significant accumulation of exterior garbage, waste, trash, refuse and debris was still present on the ground at the rear of the building, including, but not limited to, nails, wood, fluorescent bulbs, a/c equipment, washer/dryer appliances and an oven. There has been failure to remedy.

WHEREAS, long standing violations of the Village's Property Maintenance Law, Chapter 155A-6E of the Village of Monroe Code, have existed at 440 St Rte 17M, Village of Monroe, 10950, designated as Tax Map No. SBL 215-1-10; and

WHEREAS, the property owner has been given proper and lawful notice of said violation and have been directed to correct the violation; and

WHEREAS, the property owner was given due notice of a due-process hearing to be held by the Board of Trustees on December 20, 2022, at 7:00PM; and

WHEREAS, the owner did not appear; and

WHEREAS, the owner has not taken steps to correct the violation, and the violation still exists; and

WHEREAS, the Board of Trustees is authorized pursuant to Section 155-A8 of the Property Maintenance Law to authorize that the Village undertake to remedy such violation at the property owner's cost and expense.

BE IT FURTHER RESOLVED, that the Village Clerk mail a certified copy of this resolution be mailed to the property owner via certified mail.

BE IT FURTHER RESOLVED, any violation that remains uncorrected on the property as of today, December 20, 2022, the Board of Trustees hereby authorizes the Village, its contractors or agents to enter upon the property to correct the aforesaid violation and that all costs incurred by the Village, including administrative, legal and corrective costs, be charged to the property owner and such charge shall be added to the tax bill of the property owner if not paid within thirty (30) days of notification to the last known address of the property owner as shown on the Village tax records.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

**NEGATIVE DECLARATION OF NON-SIGNIFICANCE – VILLAGE OF MONROE
GILBERT STREET CULVERT PIPE REPLACEMENT:**

State Environmental Quality Review

NEGATIVE DECLARATION

Notice of Determination of Non-Significance

Village of Monroe, Orange County, New York

Name of Action: Gilbert Street Culvert Replacement

Date: December 20, 2022

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law.

The Village of Monroe Village Board of Trustees, as Lead Agency, has determined that the Proposed Action described in the project narrative and Environmental Assessment Form consistent with the procedures and criteria set forth in 6 NYCRR 617.7, analyzed the relevant areas of environmental concern using the SEQR standards and determined that the proposed Action will not have a significant adverse impact on the environment and a Draft Environmental Impact Statement will not be prepared.

SEQR Status: Unlisted

Conditioned Negative Declaration: No

Description of Action: The Village proposes to replace 250 feet of 48” corrugated metal drainage pipe with 48” plastic pipe in the same location, within Gilbert Street. This project is proposed to be funded through a Bridge NY Grant through the NYSDOT.

Location: Gilbert Street

Reasons Supporting This Determination:

The proposed action is not anticipated to result in any adverse environmental impacts based on the following:

1. The culvert is proposed to replace an existing pipe with a new pipe of the same size. The installation will be completed consistent with Village DPW specifications.
2. The pipe will collect stormwater and convey it through the Village’s existing stormwater management infrastructure.
3. No grading will occur and no additional structures or impervious surfaces are proposed.
4. No surface water or wetlands are located on or immediately adjacent to the project site. As such, no impacts to these resources are anticipated.
5. No other potentially significant adverse environmental impacts are identified.

For Further Information, Contact:

Hon. Neil Dwyer, Mayor
Village of Monroe Board of Trustees
7 Stage Road
Monroe, NY 10950

Trustee Karl expressed concerns of where the project was taking place on Gilbert Street since curbs and sidewalk were recently installed in that area. He would review with the Engineer.

On a motion by Trustee Karl, seconded by Trustee O’Connor

Ayes: Trustees Behringer, Karl and O’Connor

Nays: None

ADOPTION OF RESOLUTION – EXTENDING THE TEMPORARY MORATORIUM ON DEVELOPMENT APPROVALS FOR AN ADDITIONAL THREE (3) MONTHS:

**VILLAGE OF MONROE
RESOLUTION EXTENDING THE
TEMPORARY MORATORIUM ON DEVELOPMENT APPROVALS FOR AN
ADDITIONAL THREE (3) MONTHS**

WHEREAS, on June 21, 2022, the Village Board of the Village of Monroe adopted a six (6) month temporary moratorium on certain land use development approvals, which moratorium was intended to allow the Village to maintain the land use status quo while it amended its comprehensive plan and land use regulations to provide for controlled growth that will not unduly impact the public welfare, community services, schools and infrastructure, to preserve open space, protect historic buildings and scenic features important to the Village’s character, and to plan for a proper mix of residential and commercial development; and

WHEREAS, the moratorium local law permitted the moratorium to be extended by two (2) additional periods of up to three (3) months each by resolution of the Village Board upon a finding of need for such extension; and

WHEREAS, said moratorium shall expire on December 21, 2022, unless extended by Resolution of the Village Board; and

WHEREAS, the Village Board has diligently pursued the process necessary to amend its comprehensive plan, including multiple open meetings with the Village Board and has gathered input from its consultants, the Board members and member of the public regarding said comprehensive plan; and

WHEREAS, the Village Board finds and determines that additional time is needed to complete the input process and amend the comprehensive plan.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Monroe, Orange County, New York, hereby extends the moratorium by an additional three (3) months from the date of this resolution to March 21, 2023.

On a motion by Trustee Karl, seconded by Trustee O’Connor

Ayes: Trustees Behringer, Karl and O’Connor

Nays: None

**INTER-MUNICIPAL AGREEMENT – VILLAGE OF MONROE & MWCSD
RESOURCE OFFICER:**

RESOLVED, the Board of Trustees authorize Mayor Dwyer to enter into an Inter-Municipal Agreement with the Monroe-Woodbury Central School District to provide a

School Resource Officer Program in the school's that are within the Village's geographical boundaries, which include North Main Elementary, Pine Tree Elementary and Sapphire Elementary. The term of the agreement is from January 1, 2023 to June 30, 2023 and is renewed each year upon mutual consent.

Trustee Karl commented that a correction should be made where the contract says Monroe Police Officers, it should say Village of Monroe Police Officers on page 2 of 9.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

It is further, RESOLVED, that Mayor Dwyer is authorized to sign the agreement.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

REQUEST OF ELECTRICAL INSPECTOR APPOINTMENT – SAS ELECTRICAL INSPECTION, LLC:

The Building Department received a request from SAS Electrical Inspection, LLC to be appointed as an approved Electrical Inspection Agency for the Village of Monroe. Pursuant to Village Code Chapter 94, the Village Board appoints electrical inspectors to perform third-party electrical inspections of all electrical installations within the Village of Monroe. SAS Electrical Inspection, LLC has provided copies of their documentation for the Board to review. The Building Department makes no recommendation one way or another as long as the insurance is in order.

RESOLVED, the Board of Trustees approves the request of SAS Electrical Inspection, LLC and appoints them to the approved list of third-party electrical inspectors for electrical inspections within the Village of Monroe.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

REFUND REQUEST – PLANNING BOARD FEES – BM ASSOCIATES:

The Planning Board received a request via email from BM Associates on behalf of the owner, Mordachai J. Seal, of 386 Route 17M for a refund for their Escrow monies submitted to the Planning Board on May 26, 2022. The owner no longer plans to build at 386 Route 17M. The applicant submitted four checks totaling \$7,730.00. They attended one Planning Board meeting on June 13, 2022. The professional consulting fees for the Planning Board are \$833.50. the refund would be as follows:

\$7,730.00	Escrow
<u>-\$ 833.50</u>	PB Consulting Fees
\$6,896.50	Total refund

RESOLVED, the Board of Trustees accepts the request and refunds BM Associates on behalf of Mordachai J. Seal for the property located at 386 Route 17M in the amount of \$6,896.50, Planning Board fees paid to a project that has been withdrawn.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

AGREEMENT – O.C. TOWN & VILLAGES DRUG AND ALCOHOL TESTING 2023 – PARTNERS IN SAFETY:

RESOLVED, the Board of Trustees approves the Drug & Alcohol renewal agreement for 2023, Town and Villages of Orange County whereby Partner's in Safety under the terms and conditions of the agreement shall provide to the Village of Monroe with drug testing that meets the compliance of the of the US Department of Transportation, requiring alcohol and drug testing of safety sensitive employees. Complete DOT random testing program is \$49/test. Pre-employment, post-accident, reasonable cause or follow-up testing performed during business hours at the rates quoted in the agreement. It is further:

RESOLVED, the Board of Trustees authorize Mayor Dwyer to sign the agreement with Partner's in Safety.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

LAND ACQUISITION – WEST MOMBASHA ROAD – TM #29-1-22:

RESOLVED, the Village Board of Trustees finds that the acquisition of the property located on West Mombasha Road, TM #29-1-22, which is located along the shore of Mombasha Lake, the Village's water source, for the purpose of further protecting the Village's water source, is in the best interest of the Village of Monroe and hereby authorizes Mayor Dwyer to execute a contract of sale in the amount of \$10,000.00, which represents the fair market value of said landlocked property pursuant to an appraisal received on September 22, 2022, and budgeted from line F.1940, Purchase of Property.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

APPOINTMENT DPW – F/T WORKING LEADER – A. CHIAPPETTEA:

Resolved, the Board of Trustees appoints HEO Aldo Chiappetta, 115 Beverly Road, Chester, NY 10918, to the full-time position of Working Leader. He has been pre-approved to move into this position by the Orange County Department of Human Resources. The effective date is December 20, 2022.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

BE IT FURTHER RESOLVED, the Board of Trustees agrees to a side letter of agreement with the IBEW for Aldo Chiappetta, additional pay of \$5.00/hour (an increase of \$3.00 above what is set forth in Article XXVIII, Section (6) above the base pay scale for serving as Working Leader for the department. Upon separation or he is no longer serving as the Working Leader, the additional pay for Working Leader shall revert back to the \$2.00 per hour set forth in Article XXVIII, Section (6).

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

MAYOR & TRUSTEE'S REPORT:

Trustee Karl was happy to say what a success the Winter Festival was and was thankful the weather cooperated for the event. He thanked Trustee Behringer for her efforts.

Trustee Behringer thought the new location of the Winter Festival was helpful bringing people into the downtown to shop local.

The Board wished everyone Merry Christmas and Happy Hanukkah!

ATTORNEY'S REPORT:

Nothing to report.

PUBLIC COMMENT: # PRESENT 7 TIME: 7:40 PM

Dawn Tauber asked why the Village decided to purchase the West Mombasha Road property and why had they made the previous purchase of 34 Lakeview Drive. Trustee Karl let her know that the current owner of the West Mombasha Road property reached out to the Mayor to see if the Village had an interest in the property. The Village has and is making the purchase to protect the reservoir. Nothing additional will be built on these properties.

Michelle Hieronymi, 82 Winchester Drive, was sorry to hear that the Mayor was home ill. She commented on the non-public school buses running stop signs, speeding, and dropping kids in the middle of the road making a very unsafe situation. She feels that violations are not given for these behaviors. She also feels that the law for parking on Village streets during a snowfall needs to be clarified and strengthened. She observed a car parked during the snowfall, given a violation, then the violation removed by the Police Officer. She gave definitions of the Mayor and the Board and their responsibilities. She wanted to remind the Board that they are there to manage the Village and serve the community.

Arnold Tooma, 86 Winchester, wished the Board Happy Holidays. He expressed his concerns for the Board and their failure to respond to his questions. He feels ignored by the elected officials. On a positive note, a productive conversation was had with Police Chief Guzman. Interpretation of the law seems to be an issue, questioning why the law can't be written clearly. Whitman Estates residents are not the enemy. Clear zoning regulations must be in place that everyone must follow. He doesn't understand how a single-family home can be converted into a place of worship. He had questions about the lumens light law and a bright light shining into his bedroom. He also questioned the procedure for Chapter 170, snow and ice removal. He is looking to the elected officials for help and a better way to communicate with each other.

Trustee Karl did read the traffic study results to the residents of Whitman Estates:

A traffic complaint was received on November 7, 2022 from residents of Winchester Drive. The complaints reported that vehicles were speeding and failing to stop at stop signs in the area.

A traffic study was completed by Officer Hansen from 11/10 through 11/14 and resulted in the following:

Total vehicles: **3,191**
Average per day: **638**
Percentage over 25 MPH: **1.8%**
Percentage over 30 MPH: **0.0%**

Officers have also conducted directed traffic details on Winchester Drive and Whitman Place:

Time Period – 11/08/2022 – 12/18/2022

Traffic Details: **73**
Uniform Traffic Tickets: **38 total - 32 Stop Signs (5 of the 32 were school buses), 6 misc V&T law tickets**
School Bus Details: **7**
Parking Tickets: **4**

EXECUTIVE SESSION:

On a motion by Trustee Karl, seconded by Trustee O'Connor, and carried, following a 5-minute recess, the Board convened in Executive Session at 8:15 PM for discussion of personnel.

OPEN SESSION:

On a motion by Trustee Karl, seconded by Trustee O'Connor and carried, the Open Meeting resumed at 8:45 PM.

RESOLVED, the Board of Trustees authorizes Kimberly Zahra, Village Clerk, to buy back 33.5 hours of vacation time for the fiscal year 2022.

On a motion by Trustee Karl, seconded by Trustee O'Connor

Ayes: Trustees Behringer, Karl and O'Connor

Nays: None

ADJOURNMENT:

On a motion by Trustee Karl, seconded by Trustee O'Connor and carried, no further business, the meeting was adjourned at 8:45 PM.

MONTHLY REPORTS:

MONTHLY REPORTS:

On a motion by Trustee Karl, seconded by Trustee O'Connor, with all in favor, the department monthly reports were accepted and filed.

NOVEMBER 2022 VILLAGE CLERK'S REPORT SUBMITTED BY KIMBERLY ZAHRA, VILLAGE CLERK:

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the November 1st and November 15th Board of Trustee's Meeting.
2. Permits issued: Handicap Parking: 15 Garage Sale: 2 Solicitor/Peddling: 0
Road Opening: 2 Blasting Permit: 0 Liquor License: 0 Towing Permits: 0
3. Processed 2 Event Application.
4. Public Hearings Held: 0 Due Process Hearing: 1
5. Bi-Weekly payroll worksheets completed and submitted.
6. Collected November water rents.
7. Required paperwork filed with O.C. Department of Human Resources.
8. Processed FOIL requests.
9. Oversee updates and maintenance, of Village Website and Constant Contact. (26 sent)
10. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
11. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
12. Scan and email pertinent information to Board and Attorney.
13. Closed out mailing machine for month 11/30.
14. Sent unpaid Village Tax Return to OC Dept of Finance.
15. Processed new employee paperwork.
16. Attended Workplace Violence Zoom through NYMIR.

NOVEMBER 2022 JUSTICE COURT REPORT:

Total Fines: \$30,163.00 Total Surcharges: \$7,610.00 Total Parking: \$1,490.00

Total Civil Fees: \$2,275.00 Bail Poundage Collected: \$0.00 Total Bail Forfeited: \$0.00
Total for November: \$41,538.00

Vehicle & Traffic Tickets: 290 Disposed: 341
Criminal Cases: 38 Disposed: 58 Civil Cases: 2 Disposed: 3
Paid Parking Tickets: 2 Dismissed Traffic Tickets: 3

**NOVEMBER 2022 POLICE DEPARTMENT REPORT SUBMITTED BY DARWIN
GUZMAN, CHIEF:**

CALLS FOR SERVICE

TOTAL CALLS – 1,750
CASES/CRIMINAL OFFENSE – 124
ARRESTS – 50

TRAFFIC REPORT

TRAFFIC TICKETS – 285
PARKING TICKETS – 175
GAS – \$3,189.77 / 973G
MVA's – 23

TRAINING

K9 – Berke
Field Training – Munoz
Active Shooter – Guzman / Young / Grosso / Malgieri / Romer / Berke / Farningham /
Payton
LEO Practices / Procedures – Berke / Munoz / Minutolo
Harassment / Discrimination – Mahoney / Lindell / Munoz / Hosekeeper
Workplace Violence - Gatto / Mahoney / Lindell / Munoz / Housekeeper

**NOVEMBER 2022 FILTRATION PLANT REPORT SUBMITTED BY ERNEST
MABEE, CHIEF OPERATOR:**

Production: Lake Mombasha:	24,940,214	32,468,196 Gallons LY 2021
Well #4:	3,891,093	5,976,783 Gallons LY 2021

Consumption: 28,831,307 Gallons / 38,444,979 Gallons LY 2021
Water Samples / Testing: Passed
Rainfall: 3.47”
Reservoir: -24

Miscellaneous:

Mark Outs
2 Reservoir Inspections
Final Water Reads
Daily Equipment Maintenance at Plant and Well
Weekly and Monthly Water Testing to Lab, All Results Good
Updated Diamond Maps
TAM Started to Clean out Lagoons
Changed Pump Sequence at Plant
Fixed CL2 Valve at Well #4
Hung Up Signs at Pine Tree Pump Station
Turned Heat on at all Pump Stations

NOVEMBER 2022 DPW SUBMITTED BY ALDO CHIAPPETTA, HEO:

1. Leaf removal throughout the Village for entire month.

2. Repair water valve on High Street.
3. Mow and maintain green area.
4. Empty garbage two times a week.
5. Remove old water risers on High Street.
6. Clean up monuments.
7. Pick papers around pond area.
8. Prep plow trucks, salters, and plows.
9. Clean up Lake View property.
10. Check drainage and streams around Village.
11. Clean PD property.
12. Decorate Island area.
13. Hang wreaths on light poles.
14. Decorate baskets.
15. Removal of tree in stream.
16. Replace lightbulbs.
17. Cleaned and put mowers away for season.
18. Got snowblowers ready and serviced them.

NOVEMBER 2022 BUILDING DEPARTMENT AS SUBMITTED BY ASSISTANT BUILDING INSPECTOR PROULX:

Building Permits Issued:	43
Rental Inspections Completed:	41
Title Searches Completed:	21
Violations Issued:	15
Warnings Issued:	13
Building Permit Inspections Performed:	66
C.O's Issued:	23
Complaint Inspections:	58
Fire Inspections:	13

Open, active building permits: 412

FOIL Requests: 8

Building Permit Fees:	\$ 11,239.75
Rental Permit Fees:	525.00
Fire Inspection Fees:	75.00
Title Search Fees:	<u>2,800.00</u>
Total Collected Fees:	\$ 13,639.75

Monthly Assessor's Report
 Monthly report to FD for Solar
 Daily cash deposits to Clerk
 Bi Monthly mailing for expired permits
 Attendance at Planning Board Meetings, Village Board, and ZBA Meetings

MONROE FIRE DISTRICT OFFICERS 2022:

Commissioners: Thomas Sullivan – Chairman, Jason Kalter – Vice Chairman, John Centofanti, Pat Patterson, Tom Lowe
 Secretary: Kathleen Aherne
 Treasurer: Richard Goldstein
 Chief Rich Lenahan, 1st Ass't Chief Jon Dolch, 2nd Asst. Chief John Scherne

NOVEMBER 2022 TREASURER'S REPORT SUBMITTED BY CATHERINE MURRAY:

Treasurer's Report Village of Monroe November 2022
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SIGNIFICANT ACTIVITY (REVENUES)

Bank interest	17,736
Franchises	31,905
Rental Real Property	7,573
Building Permits	14,365
Fines & Forfeited Bail	30,184

SIGNIFICANT ACTIVITY (EXPENDITURES)

Law Contractual	6,149
Law Contractual/ Other Atty	24,450
PD Uniform Allowance	7,311
PD Contractual	7,947
St Maint General Expense	9,240
St Maint Equipment Maintenance	7,405
Street Lighting Street	9,849
Sidewalks General Expense	385,890
Parks General Expense	18,181
BAN Principal & Interest	198,768
Distribution Contractual (water)	173,215
Bond Water System Principal & Interest (water)	230,694
BAN Principal & Interest (water)	41,297
BAN Downtown Improvements Principal	130,000

Liability Insurance - General Fund	41,425
- Water Fund	11,643
	53,068

Workers Compensation Insurance - General Fund	51,101
- Water Fund	10,607
	61,708

Health Insurance - General Fund	132,550
- Water Fund	14,484
	147,034

STATUS OF FY2023 CONTINGENCY ACCOUNTS

CURRENT BALANCE

General Fund Appropriation -budgeted	\$101,775	101,775
Water Fund Appropriation -budgeted	\$51,500	51,500

COMMENTS:

We have completed 6 months of the fiscal year and expenses should be at 50.0%. The expenses are at 49.4% for the General Fund and 50.7% for the Water Fund inclusive of budget adjustments to be approved by the board.

Respectfully submitted,
Catherine Murray
Treasurer

Respectfully submitted,

**Kimberly Zahra
Village Clerk**