

REGULAR MEETING
AUGUST 21, 2019

Board Members Present: Mayor Richard Frost
Trustee Carol Horlacher
Trustee Art Miller (5:05)
Trustee Bryan Woleben

Board Member Absent: Trustee Craig Miller

Present: Scott Jagoda, Village Clerk/Treasurer
Bev Burton
Nancy Furman
MJ Stafford, Observer
Rich Lewis, WWTP
Tammy Thompson
Jim and Dawn Hemmis
Duane Fitch
Dan Schrantz, Portland Supervisor/CBI Board Member
(4:37)
Gary Miller, Portland Council Member
Phil Gerace, Fire Chief

Mayor Frost opened the regular meeting with the pledge to the flag at 4:35 p.m.

Public Comments: Tammy Thompson noted a festival named “I am loved” will be held in the parking lot of St. Stephen’s Café on Sunday, September 8, 2019 from 2-4pm. This is a celebration of all ages but especially for children to show that they are loved.

Gary Miller representing the Town of Portland Board inquired about the possibility of the Town and Village hiring a full-time code/zoning officer servicing both the Town and Village. Both Boards are in favor of the idea and may discuss further at a workshop meeting on Tuesday, September 10, 2019 at 6:30pm at the Town Hall. The workshop is specifically to discuss the potential combination of the three fire districts in the area. This combination may be necessary to continue with the Town being the lead agency for the EMS services.

Dan Schrantz discussed CBI and its current situations with the Board.

Dan also wanted to thank Chief Gerace and the entire fire department for the all hard work they did during the recent water leak.

Department Reports:

Scott Jagoda, Village Clerk/Treasurer – The Mayor introduced the dog control reports for July 2019.

Village Attorney Peter D. Clark – No report.

Ken Becker, Streets Dept. – No report.

Alan Gustafson, Code Enforcement Officer – No report.

Rich Lewis - Wastewater Treatment Plant – Rich noted Aaron Willebrandt had his first training class and it continues in September.

Fire Department – Phil Gerace, Fire Chief – The Chief introduced the monthly report.

Electric Department – Joe Majkowski, Electric Lineman – The Clerk noted that Joe mentioned they are 98% finished with changing all the streetlights and making them LED's.

Committee Reports:

Trustee Bryan Woleben – No report.

Trustee Art Miller – No report.

Trustee Craig Miller – No report.

Trustee Carol Horlacher – No report.

Mayor Report: - No report.

**New Business: RESOLUTION 36-19
APPROVE MAYOR'S SIGNATURE ON
BAHGAT-LAURITO/BAHGAT AGREEMENTS**

BE IT RESOLVED that the following letter agreements from Bahgat & Laurito Bahgat each dated June 2, 2019 for the services set forth therein are hereby approved as follows:

1. Letter agreement for auditing services and providing the financial statements for the Annual Electric Report for the Village fiscal year ending May 31, 2019 for a fee not to exceed \$2,000.00
2. Letter agreement for interim financial statements for the Village fiscal year ending May 31, 2020 and various services in assisting the Village in maintaining a well-organized accounting system for a monthly fee of \$1250.00 and

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to sign said letter agreements on behalf of the Village of Brocton

Resolution introduced by Trustee Bryan Woleben, second by

Trustee Carol Horlacher with vote as follows:

___3___ ayes

___0___ nays

___1___ absent

Dated: August 21, 2019

Scott Jagoda
Village Clerk

Trustee Carol Horlacher noted that we need to re-appoint Signe Rominger as Deputy Code Enforcement Officer. A motion was made by Trustee Art Miller with a second by Trustee Carol Horlacher to re-appoint Signe Rominger as Deputy Code Enforcement Officer, voting was unanimous, motion carried.

RESOLUTION 37-2019

APPROVAL OF FEE SCHEDULE FOR BUILDING PERMITS

WHEREAS Trustee Carol Horlacher introduced a new fee schedule for building permits to be enacted immediately as stated below:

VILLAGE OF BROCTON FEE SCHEDULE FOR BUILDING PERMITS **ALL FEES ARE NON-REFUNDABLE**

Single, Two Family or Multiple Family Homes	\$0.08 Square Foot
Shed – Up to 144 Square Feet	\$20.00
Any accessory buildings over 144 square feet – including carports	Minimum \$35.00 or \$0.08 sq. ft. (whichever is greater)
Decks & Porches	Minimum - \$35.00 Plus \$0.08 over 150 sq. ft. \$40.00
Pools	\$35.00
Wood Stoves & Solid Fuel Burning Appliances	\$35.00
Demolition Permits	\$25.00

Non-Agricultural Fences	\$35.00
Farm Buildings	\$10.00
Electrical Permit	No Charge
Conversions, alterations, additions & repairs Applicable only when a Building Permit is required for, but not limited to any of the following: replacement of rafters, replacement or alteration of bearing walls or floor/ceiling joists, foundation reinforcement, or the construction, alteration or replacement of stairs, porches and decks. Building permit cost includes Certificate of Occupancy Fee	Minimum \$35.00 or \$0.08 sq. ft. (whichever is greater)
Requested Inspection outside of normal Village Business Hours (no Saturdays or Sundays)	\$25.00 per hour (after 4:30pm)
Certificate of Occupancy	No charge if building permit is in effect, otherwise 50% of the schedule of fees
Temporary Certificate of Occupancy	Residential - \$10.00 Commercial - \$20.00
New Construction or Alteration for Commercial (Includes Farm Retail)	Minimum \$35.00 or \$0.08 sq. ft. (whichever is great)
Truss Placard (Required by State in Commercial Bld.)	\$50.00
Plan Review for any construction, repair Or Alteration, Commercial Only Non-Refundable	Up to 10,000 sq. ft. floor area (whichever is greater) 10,001 – 50,000 sq. ft. floor area \$0.02 x sq. ft. floor area 50,001 – 100,000 sq. ft. floor area \$0.015 x sq. ft. floor area 100,001 sq. ft. floor area and up \$0.01 x sq. ft. floor area
Permit Renewals	

(Renewal of permit granted only, if applicable is Made prior to expiration of original permit. Otherwise, the full fee is required.

First renewal is no charge. Subsequent renewals are 50% of the original fee.

Annual Mobile Home Park License Renewal Fee \$5.00 per lot with a minimum of \$50.00

Permits Requiring Public Hearing \$40.00

Zoning Book Fee \$20.00

Fire Safety Inspection

One (1) or two (2) Family Residence (Only when requested by owner) \$35.00 per dwelling unit

Multiple Residence three (3) or more Dwelling units \$35.00 flat fee per dwelling

All Other Occupancy
0-5000 sq. ft. \$50.00
5001 sq. ft. and over \$100.00

Operating Permit No Charge

Planning Board Site Review (Including any studies requested) \$250.00

Wind Energy Conversion Systems (WECS)

A. In addition to any fee schedule adopted by the Village of Brocton Board, there shall be non-refundable application fees as follows:

1. Wind Overlay Zone rezoning: \$500 per zone.
2. WECS Special Use Permit \$50 per megawatt of rated maximum capacity.
3. Wind Measurement Towers: \$200 per tower.
4. Wind Measurement Tower Special Use Permit renewals: \$50 per Wind Measurement Tower.
5. The cost of all legal notices and mailings shall be assessed to the applicant.

B. Building Permits

1. The Village believes the review of building and electrical permits for Wind Energy Facilities requires specific expertise for these facilities. Accordingly, the permit fees for such facilities shall be increased by administrative costs which shall be \$100 per permit request, plus the amount charged to the Village by the

outside consultant hired by the Village to review the plans and inspect the work. In the alternative, the Village and the applicant may enter into an agreement for an inspection and/or certification procedure for these unique facilities. In such case, the Village and the applicant will agree to a fee arrangement and escrow agreement to par for the costs of the review of the plans, certifications or conduct inspections as agreed by the parties.

NOW THEREFORE BE IT RESOLVED fee schedule for building permits is approved.

Resolution introduced by Trustee Carol Horlacher, second by Trustee Art Miller with vote as follows:

__3__ ayes __0__ nays __1__ absent

Dated: August 21, 2019

Scott Jagoda
Village Clerk/Treasurer

Old Business:

A motion was made by Trustee Bryan Woleben, seconded by Trustee Carol Horlacher to authorize payment of signed and approved vouchers. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben, seconded by Trustee Carol Horlacher to approve August 7th workshop meeting minutes as presented in written form. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben, seconded by Trustee Art Miller to approve the written reports as presented. Vote was unanimous, motion carried.

With no further business brought before the Board, a motion was made to adjourn the meeting at 5:30 p.m. by Trustee Art Miller seconded by Trustee Carol Horlacher. Vote was unanimous, motion carried.

Respectfully submitted by,

Scott Jagoda
Village Clerk/Treasurer