

**PUBLIC HEARING 2.20.18 – 6:30 PM**  
**PROPOSED LOCAL LAW**  
**ADDING CHAPTER 187 “UTILITY POLES”, AMEND CHAPTER 98 “FEES,**  
**CONSULTANT”, ADD ARTICLE V “GAZEBO ISLAND”**

A Public Hearing was held on Tuesday February 20, 2018 at 6:30 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY on a proposed Local Law to add Chapter 187 entitled “Utility Poles” to the Code of the Village of Monroe; amend the language of section 98-1 entitled “Establishment of Comprehensive Fee Schedule” and add Article V entitled “Gazebo Island to Chapter 150 entitled “Parks” and establish a curfew, prohibit vandalism and use of alcoholic beverages and illegal drugs on Gazebo Island.

**Present: Mayor Purcell, Trustees Conklin, Behringer, Dwyer and Chan**

**Also present: Village Clerk Baxter, Deputy Clerk Zahra, Police Chief Conklin and Building Inspector Cocks.**

There were 3 people from the public present for the Public Hearing. There was no written correspondence received. The Public Hearing was left open for 6 minutes.

Trustee Conklin requested that the name of Gazebo Island be changed to something else since it is not an island, it is actually a peninsula, and recommended changing the name to Crane Park Peninsula. Trustee Chan asked if the Board could just change the name and Mayor Purcell stated that it could be done during the public hearing. Trustee Conklin also suggested changing the name to Millpond Peninsula. Mayor Purcell polled the Board, and Crane Park Peninsula was unanimously decided. Mayor Purcell instructed Clerk Baxter to amend all the language accordingly in the local law prior to submitting the paperwork to the Secretary of State.

With no further questions, on a motion by Trustee Chan, seconded by Trustee Conklin and carried, the Public Hearing was closed at 6:36 PM.

**PUBLIC HEARING 2.20.18 – 6:40 PM**  
**PROPOSED LOCAL LAW**  
**AMEND CHAPTER 43 “VEHICLE & TRAFFIC”, CHAPTER 175 “SUBDIVISIONS”,**  
**CHAPTER 200 “ZONING”**

A Public Hearing was held on Tuesday February 20, 2018 at 6:40 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY on a proposed Local Law to revise various sections of the Code of the Village of Monroe to correct typographical errors and amend provisions of the Code to ensure consistency and clarity.

**Present: Mayor Purcell, Trustees Conklin, Behringer, Dwyer and Chan**

**Also present: Village Clerk Baxter, Deputy Clerk Zahra, Police Chief Conklin and Building Inspector Cocks.**

There were 6 people from the public present for the Public Hearing. There was no written correspondence received. The Public Hearing was left open for 5 minutes.

With no further questions, on a motion by Trustee Conklin, seconded by Trustee Chan and carried, the Public Hearing was closed at 6:45 PM.

**PUBLIC HEARING 2.20.18 – 6:50 PM**  
**PROPOSED LOCAL LAW**  
**AMEND CHAPTER 200 “ZONING” TO CORRECT THE SIGNAGE DISTRICT TABLE AND**  
**CLARIFY PROVISION RELATED TO TEMPORARY SIGNAGE**

A Public Hearing was held on Tuesday February 20, 2018 at 6:50 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, NY on a proposed Local Law to amend Chapter 200 (“Zoning”) to replace the existing Signage District Table for compliance with the updated Zoning Map, and to clarify provisions related to temporary signage in the Village.

**Present: Mayor Purcell, Trustees Conklin, Behringer, Dwyer and Chan**

Also present: Village Clerk Baxter, Deputy Clerk Zahra, Police Chief Conklin and Building Inspector Cocks.

There were 6 people from the public present for the Public Hearing. There was no written correspondence received. The Public Hearing was left open for 5 minutes.

With no further questions, on a motion by Trustee Conklin, seconded by Trustee Chan and carried, the Public Hearing was closed at 6:55 PM.

**BOARD OF TRUSTEES MEETING  
TUESDAY, FEBRUARY 20, 2018  
([www.villageofmonroe.org](http://www.villageofmonroe.org))**

The second of the bi-monthly meetings of the Board of Trustees was held on Tuesday, February 20, 2018 at 7:00 PM in the Boardroom of the Village Hall, 7 Stage Road, Monroe, New York. Mayor James Purcell called the meeting to order and led in the pledge to the flag. Emergency exits were announced.

**Present:** Mayor Purcell; Trustees Conklin, Behringer, Dwyer and Chan  
**Also present:** Attorney Bonacic, Village Clerk Baxter, Deputy Clerk Zahra, Building Inspector Cocks, Police Chief Conklin, Treasurer Murray, and Water Plant Operator Mabee.

**Absent:** DPW Supervisor Linderman

**MOMENT OF SILENCE FOR VICTIMS OF STONEMAN DOUGLAS HIGH SCHOOL SHOOTING:**

Mayor Purcell called for a moment of silence for the 17 children that died in the horrific incident at a Florida high school on February 14, 2018 in remembrance of the young lives that were lost.

**APPOINTMENT: JAMES F. COCKS, F/T BUILDING INSPECTOR III:**

At the request of Trustee Dwyer, this matter was tabled for discussion in Executive Session.

**EMPLOYMENT OPPORTUNITY – AUTHORIZATION TO ADVERTISE:**

On a motion by Trustee Dwyer, seconded by Trustee Chan and carried, the Board directed the Village Clerk to advertise in the Times Herald Record for the position of F/T Deputy Village Treasurer as follows:

**Seeking a Village of Monroe Resident for the position of F/T Deputy Village Treasurer**

The Village of Monroe is currently accepting resumes to fill the position of Deputy Village Treasurer. The ideal candidate will be a responsible self-starter, with administrative and organizational skills who will work closely with the Village Treasurer. Deputy Village Treasurer will execute payroll, assist with accounts payable and other account and fund reconciliation. Prior clerk/bookkeeping experience is desirable, with municipal payroll a plus. Strong computer skills are required, with proficiency in Microsoft Office. Experience with Accela a plus. The successful candidate will be subject to an appropriate background check. Send resume and cover letter to the attention of James C. Purcell, Mayor, Village of Monroe, 7 Stage Road, Monroe, NY 10950 no later than March 2, 2018.

Advertisement will also appear on the Village website.

**PD EQUIPMENT SURPLUS / DISPOSAL: ELECTRONIC EQUIPMENT:**

On a motion by Trustee Dwyer, seconded by Trustee Behringer, it was:

**RESOLVED**, the Board of Trustees approved the request of Chief Conklin and declared the following Police Department electronic equipment surplus and of no value and authorize its removal from inventory and disposal as junk:

**HP S2031 Monitor, S/N 3 CQ111N4GK  
Dell Optiplex GX280, Service Tag 88MVR61, Express Code 17936421193**

**Ayes: Trustees Conklin, Behringer, Dwyer and Chan**  
**Nays: None**

**LOCAL LAW #2 OF 2018 ADD CHAPTER 187 “UTILITY POLES”, AMEND CHAPTER 98 “FEES, CONSULTANT”, ADD ARTICLE V “CRANE PARK PENINSULA”:**

**On a motion by Trustee Chan, seconded by Trustee Conklin, with all in favor, it was:**

**RESOLVED, the Board of Trustees does hereby adopt Local Law #2 of 2018, “Add Chapter 187 “Utility Poles”, Amend Chapter 98 “Fees, Consultant” and Add Article V “Crane Park Peninsula”. The purpose of this Local Law is to add Chapter 187 entitled “Utility Poles” to the Village Code of the Village of Monroe, amend the language of section 98-1 entitled “Establishment of Comprehensive Fee Schedule” and add Article V entitled “Crane Park Peninsula” to Chapter 150 entitled “Parks” and establish a curfew, prohibit vandalism and use of alcoholic beverages and illegal drugs on Crane Park Peninsula. This Local Law shall take effect upon filing with the Secretary of State.**

**LOCAL LAW #2 of 2018  
VILLAGE OF MONROE**

**A LOCAL LAW ADDING CHAPTER 187 ENTITLED “UTILITY POLES” TO THE VILLAGE CODE OF THE VILLAGE OF MONROE; AMENDING CHAPTER 98 ENTITLED “FEES, CONSULTANT” OF THE VILLAGE CODE OF THE VILLAGE OF MONROE; AND ADDING ARTICLE V ENTITLED “CRANE PARK PENINSULA” TO CHAPTER 150 OF THE VILLAGE CODE OF THE VILLAGE OF MONROE**

**Be it enacted by the Board of Trustees of the Village of Monroe in the County of Orange, as follows:**

**SECTION 1. AUTHORITY**

**This local law is authorized by the New York State Constitution, the provisions of the New York Municipal Home Rule Law, the provisions of the Statute of Local Governments, the relevant provisions of New York State Village Law, the laws of the Village of Monroe and the general police power vested in the Village of Monroe to promote the health, safety and welfare of all residents and property owners in the Village of Monroe.**

**SECTION 2. DOUBLE UTILITY POLES**

**A new Chapter 187 entitled “Utility Poles” is added to the Village Code of the Village of Monroe to read as follows:**

**CHAPTER 187 –UTILITY POLES**

**§187-1. Findings; Legislative Intent.**

- A. The Board of Trustees of the Village of Monroe finds and determines that public utility companies place poles on the Village of Monroe highways, streets, roads and rights-of-way to facilitate the delivery of electric, telephone, cablevision and other telecommunications services to the residents of the Village of Monroe.**
- B. The Board of Trustees of the Village of Monroe finds and determines that local governments have the authority to regulate their highways, streets, roads and rights-of-way to protect the public.**
- C. The Board of Trustees of the Village of Monroe finds and determines that utility poles may be damaged from time to time and that public safety can be compromised when utility lines and equipment remain affixed to damaged or weathered utility poles.**
- D. The Board of Trustees of the Village of Monroe finds and determines that when a new utility pole is installed, a utility’s delay in removing lines and equipment from the old pole also delays the removal of the pole itself, which causes a proliferation of aesthetically unpleasant double poles along highways, streets, roads and rights-of-way, as well as obstructing the paths of pedestrians.**

- E. The Board of Trustees of the Village of Monroe finds and determines that the interest of the public is best served by cooperation and communication between public utilities and the Board of Trustees of the Village of Monroe.**
- F. Therefore, the purpose of this Chapter is to require utilities that use the Village of Monroe highways, streets, roads and rights-of-way to promptly remove their plants, cables, lines, equipment and terminals from old and damaged poles and to further require the prompt removal of double poles once all plants, cables, lines, equipment and terminals have been removed from said poles.**
- G. The Board of Trustees of the Village of Monroe deems the enactment of this Chapter to be an exercise of the police power of the Village of Monroe for the preservation and protection of public safety and is enacted pursuant to the authority contained in the Highway Law, Village Law and Municipal Home Rule Law of the State of New York.**
- H. The Board of Trustees of the Village of Monroe deems the enactment of this Chapter to be an exercise of the police power of the Village of Monroe for the preservation and protection of public safety. This Chapter is enacted pursuant to the authority contained in the Highway Law, Village Law and Municipal Home Rule Law of the State of New York.**

#### **§187-2. Definitions.**

**As used in this Chapter, the following terms shall have the meanings herein indicated:**

##### **DANGEROUS/DAMAGED POLE**

**Any utility pole that is structurally compromised due to weather, a traffic incident and/or age, and poses a potential threat to public safety.**

##### **DOUBLE POLE**

**Any old utility pole which is attached or in close proximity to a new utility pole.**

##### **PLANT**

**The cables, terminals, conductors and other fixtures necessary for transmitting electric, telephone, cable television or other telecommunications service.**

##### **PUBLIC UTILITY**

**Any corporation, authority, or other entity that provides electric, telephone, cable television or other service, including telecommunications service, to the residents of the Village of Monroe.**

##### **UTILITY POLE**

**A column or post used to support service lines for a public utility.**

##### **WRITTEN NOTIFICATION/WRITTEN NOTICE**

**Writing directed to a representative of a public utility, who may be designated by the utility to receive such notice, sent by regular mail, facsimile transmission or electronic mail.**

#### **§187-3. Notification Requirements.**

**No person, firm, corporation or public utility subject to the jurisdiction and regulation of the New York State Public Service Commission (PSC) shall place or erect any pole for any purpose on any Village highway, street, road or right-of-way of said Village, or change the location of any existing pole on any Village highway, street, road or right-of-way of said Village, without first having provided written notification to the Village through the PSC required accepted electronic notification system being utilized by said utilities.**

#### **§187-4. Removal of Dangerous/Damaged Utility Poles.**

**When the Village Highway Superintendent determines that a utility pole on a Village highway, street, road or right-of-way is damaged or otherwise poses a potential threat to public safety, the Village Highway Superintendent shall provide written notice to the public utilities with a plant on the damaged pole that the pole must be repaired, replaced or removed within fifteen (15) days or such shorter reasonable time period as may be necessary to protect the public safety.**

#### **§187-5. Removal of Double Utility Poles.**

**A.** When a public utility installs a utility pole which is directly next to or in close proximity to another utility pole on a Village highway, street, road or right-of-way, the public utility shall, within thirty (30) days of installation of the new pole, provide written notice to all other public utilities maintaining a plant on the existing pole that a new pole has been installed and that the plant on the existing pole must be relocated to the new pole within ninety (90) days of the date of the notice. A copy of such written notice shall be simultaneously transmitted to the Village Highway Superintendent.

**B.** It shall be the joint and several obligation of the public utility installing the new pole and any other public utility maintaining a plant on the existing pole to remove the existing pole within one hundred twenty (120) days after installation of the new pole.

**§187-6. Extensions Authorized; Temporary Emergency Suspension.**

**A.** Notwithstanding any provision of this Chapter to the contrary, the Board of Trustees may extend the time frame of any action under this Chapter for an additional period not exceeding the original statutory time frame set forth in this Chapter. The public utility shall make a request for an extension in writing to the Village Board of Trustees prior to the expiration of the time frame contained in the original written notice, together with the basis for the request. The Village Board of Trustees shall determine whether the request for an extension should be granted or denied, and provide a written response to the public utility.

**B.** Notwithstanding anything to the contrary contained in this Chapter, there shall be an automatic temporary emergency suspension of the provisions of this Chapter in the event of a declaration of emergency by any local, county, state or national authority having jurisdiction over the Village. The provisions of this Chapter shall become automatically reactivated thirty (30) days after the cessation of the declaration of emergency by such local, county, state or national authority.

**§187-7. Penalties for Offenses.**

**A.** Any person, firm, corporation or public utility convicted of a violation of the provisions of this Chapter shall be guilty of a violation, for a first conviction, punishable by a fine not exceeding \$1,000; for a second subsequent conviction, punishable by a fine not exceeding \$2,000. Every day that the violation existed shall be deemed a separate violation.

**B.** Any person, firm, corporation or public utility found guilty of violating this Chapter and that fails to remove its plant from a damaged pole, the damaged pole and/or the double utility pole within fifteen (15) days from receipt of the order of the Court shall be punished by a penalty of up to \$1,000 for each such violation. Each day that the violation continues shall be a separate violation.

**C.** If a person, firm, corporation or public utility violates the provisions of this Chapter, the Village Attorney may commence an action in the name of the Village in a court of competent jurisdiction seeking any remedy provided by law or equity, including any civil and/or injunctive proceeding necessary to enforce compliance and/or enjoin non-compliance with this Chapter. Such action may seek to remove damaged poles and/or double poles, or to remove plants from such poles, the imposition of civil penalties as authorized by this Chapter, the recovery of costs of the action and such other remedies as may be necessary to prevent or enjoin a dangerous condition from existing on a Village highway, street, road or right-of-way.

**§187-8. APPLICABILITY**

**A.** The provisions of this Chapter shall be deemed to supplement applicable state and local laws, ordinances, codes and regulations, and nothing in this Chapter shall be deemed to abolish, impair, supersede or replace existing remedies of the Village, County or State or existing requirements of any other applicable state or local laws, codes or regulations. In case of conflict between any provision of this Chapter and any applicable state or local law, ordinance, code or regulation, the more restrictive or stringent provision or requirement shall prevail.

**B.** This Chapter shall apply to all utility poles located on any Village highway, street, road or right-of-way as of the enactment of this Chapter and to all utility poles installed after the enactment of this Chapter.

C. Any person, firm, corporation or public utility which is subject to the provisions of this Chapter shall fully comply with the regulations set forth herein within thirty (30) days of enactment of this Chapter. Any failure to timely comply with the provisions of this Chapter will result in the issuance of a notice of violation by the Code Enforcement Officer or Village Highway Superintendent, which shall be remedied within sixty (60) days, subject to the enforcement of the provisions of this Chapter.

**SECTION 3. AMEND SECTION 98-1 ENTITLED “ESTABLISHMENT OF COMPREHENSIVE FEE SCHEDULE” TO READ AS FOLLOWS:**

**§98-1(B):** In performing reviews of applications or petitions for site plan, subdivision approval, permits, special proceedings, variances and amendments to the Village Code, the Village Architectural Appearance Review Board, Planning Board, Building Department and Building Inspector, Zoning Board of Appeals and the Village Board of Trustees may refer such applications to such planning consultants, engineers and other professionals as they may deem reasonably necessary to review such applications.

**§98-1(C):** The Village Board of Trustees does hereby declare that, pursuant to the Municipal Home Rule Law, a comprehensive schedule of fees<sup>[1]</sup> to be paid to the Village of Monroe upon the filing of certain applications for permits or other certificates for activities taken or approved by the Village Board of Trustees, Village Architectural Appearance Review Board, Planning Board, Building Department and Building Inspector, and Zoning Board of Appeals or Village Engineer shall be established by resolution of the Village Board of Trustees.

**SECTION 4. ADD ARTICLE V ENTITLED “CRANE PARK PENINSULA” TO CHAPTER 150 ENTITLED “PARKS” TO READ AS FOLLOWS:**

**ARTICLE V – CRANE PARK PENINSULA**

**§150-33. Location.**

Crane Park Peninsula a small island situated in-between the two millponds located in Crane Park in the Village of Monroe. The island contains a 24-foot decagon gazebo which is a resting area for residents and visitors of the Village of Monroe.

**§150-34. Hours of Operation.**

Crane Park Peninsula is open the public during the hours of 6:00 a.m. through 9:00 p.m. on any day. The foregoing shall not apply when the Village of Monroe has granted special permission.

**§150-35. Prohibitions**

A. No person shall enter upon or remain within the Crane Park Peninsula area during the hours of 9:00 p.m. through 6:00 a.m. The foregoing shall not apply when the Village of Monroe has granted special permission.

B. No person shall injure, deface, disturb, befoul or in any manner destroy or cause to be destroyed any part of Crane Park Peninsula or any facility building, sign, structure, equipment, utility or other property found thereon.

C. Alcoholic beverages and illegal drugs are prohibited on Crane Park Peninsula.

D. Each violation of this Article shall be punishable by a fine as set forth in Chapter 1, Article II, General Penalty §1-14 of the Village Code.

**SECTION 5. SEVERABILITY**

If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

## **SECTION 6. EFFECTIVE DATE**

**This local law shall take effect immediately upon filing with the Secretary of State.**

**Ayes: Trustees Conklin, Behringer, Dwyer and Chan**

**Nays: None**

### **LOCAL LAW #3 OF 2018 AMEND CHAPTER 43 “VEHICLE & TRAFFIC”, CHAPTER 157 “SUBDIVISIONS”, CHAPTER 200 “ZONING”:**

**On a motion by Trustee Conklin, seconded by Trustee Behringer, it was:**

**RESOLVED, the Board of Trustees does hereby adopt Local Law #3 of 2018, “amending Chapter Chapter 43 “Vehicles & Traffic”, Chapter 157 “Subdivisions”, Chapter 200 “Zoning”. The purpose of this Local Law is to revise various sections of the Code of the Village of Monroe to correct typographical errors and amend provisions of the Code to ensure consistency and clarity. This Local Law shall take effect upon filing with the Secretary of State. Discussion followed.**

**Trustee Dwyer asked if the Table of District Uses and Bulk Regulations of the SR-10 and SR-20 districts are now being made uniform to be 15 feet for minimum yard setbacks and Building Inspector Cocks stated that they were. Trustee Dwyer asked what it had been previously in the SR-10 district before this change, and Building Inspector Cocks stated that it was 15 feet with a combined 30 feet. Also, it was the way that the language was written causing it be interpreted in different ways. Trustee Dwyer asked about what it was previously in the SR-20 district and Building Inspector Cocks stated it was 20 and 40, and the proposed is now 20 and 20.**

### **LOCAL LAW No. 3 OF 2018 VILLAGE OF MONROE**

#### **A LOCAL LAW AMENDING CHAPTER 43 (“VEHICLES AND TRAFFIC”), CHAPTER 175 (“SUBDIVISION OF LAND”) AND CHAPTER 200 (“ZONING”) OF THE CODE OF THE VILLAGE OF MONROE TO CLARIFY AND CORRECT INCONSISTENCIES**

**BE IT ENACTED by the Board of Trustees of the Village of Monroe, Orange County, New York, as follows:**

#### **SECTION 1. PURPOSE.**

**The purpose of this local law is to revise various sections of the Code of the Village of Monroe to correct typographical errors and amend provisions of the Code to ensure consistency and clarity.**

#### **SECTION 2. CHAPTER 43 (“VEHICLES AND TRAFFIC”)**

**Section 43-2(A) and Section 43-2(A)(1) are hereby amended to repeal the term “Grand Union Plaza (TM#203-2-5)” and replace it with “Stop & Shop Plaza (TM#222-2-5.1)” in all three locations.**

#### **SECTION 3. CHAPTER 175 (“SUBDIVISION OF LAND”)**

**Section 175-2 (“General Provisions”) is hereby amended to include a new subsection as follows:**

**§ 175-2. Flag lots. Flag lots are prohibited. A flag lot is an interior lot with less than the required lot width at the point of its road frontage. Such lots are generally behind other lots, having their front yard abutting the rear yard of one or more other lots; and having access to a public road via a narrow strip of land wide enough to accommodate a driveway. See Section 200-21.**

#### **SECTION 4. CHAPTER 200 (“ZONING”).**

**The last sentence of the definition of “story” contained in Section 200-2 is hereby repealed, and replaced with: “A basement less than 50% below grade shall be considered a story.”**

**Section 200-21 (“Flag Lots”) is hereby repealed and replaced with the following:**

**§ 200-21. Flag lots. Flag lots are prohibited. A flag lot is an interior lot with less**

than the required lot width at the point of its road frontage. Such lots are generally behind other lots, having their front yard abutting the rear yard of one or more other lots; and having access to a public road via a narrow strip of land wide enough to accommodate a driveway.

The Table of District Uses and Bulk Regulations for the SR-10 district is hereby amended to repeal the maximum lot coverage of 50% for “Accessory Apartment”, and replace it with 25%.

The Table of District Uses and Bulk Regulations for the SR-10 and SR-20 districts are hereby amended to repeal the maximum building height of “35/2.5” (35 feet or 2.5 stories) in all use categories, and replace it with “30/2” (30 feet/2 stories) in said use categories.

The Table of District Uses and Bulk Regulations for the SR-10 district is hereby amended to repeal the One Side Setback and Total Side Setbacks columns for the following uses: accessory apartment, bed and breakfast, one-family detached dwelling, and religious assembly, and to replace those columns with a “Minimum Side Yard Setback” of 15 feet for each of the listed uses.

The Table of District Uses and Bulk Regulations for the SR-20 district is hereby amended to repeal the One Side Setback and Total Side Setbacks columns for the following uses: accessory apartment, bed and breakfast, one-family detached dwelling, and religious assembly, and to replace those columns with a “Minimum Side Yard Setback” of 20 feet for each of the listed uses. The Table is further amended to repeal the One Side Setback and Total Side Setbacks columns for the convalescent home use, and replace those columns with a “Minimum Side Yard Setback” of 40 feet.

#### **SECTION 5: SUPERSEDING PROVISION.**

To the extent that any State or local laws fail to provide specific authority for this Local Law or the procedures necessary for its adoption, or otherwise appear to be in conflict with this Local Law or the procedures followed for its adoption, then such laws are hereby superseded by this Local Law pursuant to New York Municipal Home Rule Law and the common law.

#### **SECTION 6: SEVERABILITY.**

If any clause, sentence, paragraph, section or part of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall be confined in its operation to the clause, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered, and the remaining provisions shall remain in full force and effect.

#### **SECTION 7: EFFECTIVE DATE.**

This law shall take effect upon the filing of this Local Law with the New York Secretary of State in the manner provided for in the Municipal Home Rule Law.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan

Nays: None

#### **LOCAL LAW #4 OF 2018 AMEND CHAPTER 200 "ZONING" TO CORRECT SIGNAGE DISTRICT TABLE AND CLARIFY PROVISIONS RELATED TO TEMPORARY SIGNAGE:**

On a motion by Trustee Behringer, seconded by Trustee Dwyer, it was:

**RESOLVED**, the Board of Trustees does hereby adopt Local Law #4 of 2018, “amending Chapter 200 “Zoning” to correct signage district table and clarify provisions related to temporary signage. The purpose of this Local Law is to amend Chapter 200 (“Zoning”) to replace the existing Signage District Table for compliance with the updated Zoning Map, and to clarify provisions related to temporary signage in the Village.

#### **LOCAL LAW No. 4 OF 2018 VILLAGE OF MONROE**

**A LOCAL LAW AMENDING CHAPTER 200 (“ZONING”) OF THE CODE OF THE VILLAGE OF MONROE TO CORRECT THE SIGNAGE DISTRICT TABLE AND CLARIFY PROVISIONS RELATED TO TEMPORARY SIGNAGE**



**BE IT ENACTED** by the Board of Trustees of the Village of Monroe, Orange County, New York, as follows:

**SECTION 1. PURPOSE.**

The purpose of this local law is to amend Chapter 200 (“Zoning”) to replace the existing Signage District Table for compliance with the updated Zoning Map, and to clarify provisions related to temporary signage in the Village.

**SECTION 2. CHAPTER 200 (“ZONING”).**

The Signage District Map is hereby repealed in its entirety, and replaced with the Signage District Map attached hereto.

Section 200-39(8) of the Village Code, regarding provisions for “temporary real estate signs and temporary political signs” as exempt signs, is hereby amended to include the following language at the end of the existing provision: “The erection of any temporary real estate and/or political sign within the public right-of-way of any State, County or Village right-of-way shall be at the sole risk of the owner or occupant of any lot, and the Village of Monroe shall not be liable for any damage to, or removal of, any such signs, if said damage or removal occurs in the course of proper highway or other Village maintenance.”

Section 200-40.8 (“Temporary sign”) is hereby amended to repeal subsection A, and re-letter subsections B through G as subsections A through F, accordingly. Additionally, in the newly lettered Section 200-40.8(D) the reference to Section 200-40.8(C) shall be amended to Section 200-40.8(B). Newly lettered Section 200-40.8(F) shall be amended to replace the references to Section 200-40.8(C), (D), (E), and (F) with subsection (B), (C), (D), and (E).

Section 200-40.5 is hereby amended to revise the reference to Section 200-40.8(F) to Section 200-40.8(E).

**SECTION 3: SUPERSEDING PROVISION.**

To the extent that any State or local laws fail to provide specific authority for this Local Law or the procedures necessary for its adoption, or otherwise appear to be in conflict with this Local Law or the procedures followed for its adoption, then such laws are hereby superseded by this Local Law pursuant to New York Municipal Home Rule Law and the common law.

**SECTION 4: SEVERABILITY.**

If any clause, sentence, paragraph, section or part of this Local Law shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall be confined in its operation to the clause, paragraph, section or part thereof directly involved in the controversy in which such judgment shall have been rendered, and the remaining provisions shall remain in full force and effect.

**SECTION 5: EFFECTIVE DATE.**

This law shall take effect upon the filing of this Local Law with the New York Secretary of State in the manner provided for in the Municipal Home Rule Law.

**Ayes:** Trustees Conklin, Behringer, Dwyer and Chan

**Nays:** None

**NORTH MAIN STREET SIDEWALK REPLACEMENT PAYMENT #2 PRECISE ENTERPRISES II, LTD CONTINUED:**

At the February 6, 2018 Board of Trustees Meeting, Trustee Dwyer requested that this matter be tabled for further discussion due to his concerns about where the sidewalk ends in relation to the curb and grade of the property in this particular area, and how it creates a well of water when it rains. Discussion followed.

Trustee Dwyer reiterated that the reason why the sidewalk ended the way that it did was because it fell into the State right-of-way, and Mayor Purcell stated that was correct. Trustee Dwyer asked if there was any consideration or possibility to finish it. Mayor Purcell stated that if the

Village wanted to do it, the Village would have to do it themselves, but that they would have to reach out to the State. Mayor Purcell continued that he would be meeting with DOT on March 9<sup>th</sup> to discuss Rt. 208, Gilbert Street Ext. and the YMCA so he would have a conversation about this as well. Mayor Purcell stated that the Village could do it, or they could Lanc & Tully Engineering reach out to the State, but that this was not part of the contracted work. Mayor Purcell continued that the Village could take on the work, but the Village would need a contract with the State to do the work in the easement. Mayor Purcell acknowledged that there was also some confusion based on some information that the former DPW Superintendent had provided regarding the project that the sidewalk would loop around onto Route 208.

On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

**RESOLVED**, the Board of Trustees accepted the recommendation of Lanc & Tully Engineering PC, John O'Rourke, PE and approved payment No. 2 for final payment and release of retainage, as requested by Precise Enterprises, for the North Main Street Sidewalk Replacement project (Elm St. to Rt. 208) in the amount of \$5,899.20. (Orange County Community Development Project – Federal Contract No. B-17-UC-36-0105 / County Contract No. 29/178692.7510A17).

**Ayes:** Trustees Conklin, Behringer, Dwyer and Chan

**Nays:** None

**WATER ACCOUNT #46 PENALTY WAIVER REQUEST:**

In a letter to the Board of Trustees, business owner David Wenger has requested a credit in the amount of \$236.07 for penalty fees associated with the non-payment of their May 2017 water bill. Mr. Wenger claimed he did not receive the May bill and only became aware of the past due balance upon receipt of his August 2017 bill, which was paid in full, including all penalty fees. The account history of this property indicates that they have a history of paying their bills on time. Discussion followed.

Clerk Baxter clarified that no prior letter had been submitted to Village Hall requesting a reimbursement, and confirmed that no note had been written on their payment remittance stub either.

Trustee Dwyer stated that what made it confusing for him was that there were three consecutive months in which penalties were assessed, but then paid the following quarter. Clerk Baxter stated that what appeared to have happened was that their May 2017 went unpaid and penalty was assessed for June, July and August. Upon receiving their August 2017 water bill the business owner discovered they had not paid the prior bill, and submitted payment for the entire amount due at that time. Clerk Baxter continued that they then received and paid their November 2017 water bill, and it was only on receipt and payment of their February 2018 bill that they have now submitted a request for reimbursement of the penalties from last year.

Trustee Dwyer asked that since the bill states that the meter was read, the software would generate a bill automatically. Clerk Baxter stated that the bills are generated automatically in the billing system.

Trustee Dwyer asked Water Plant Operator Mabee if the software has a check and balance system in place that would show the system has 3,200 accounts and 3,200 bills were generated. Water Plant Operator Mabee stated that the software in the vehicle notifies the computer back in the office if there was a meter that was not read, alerting them that they must go back out and do a re-read.

On a motion by Trustee Chan, seconded by Trustee Behringer, it was:

**RESOLVED**, the Board of Trustees denied the request for the credit of penalty fees totaling \$236.07 for water account 46. It is the account owner's responsibility to know when their bills are due.

**Ayes:** Trustees Conklin, Dwyer, Behringer and Chan

**None:** None

**WATER ACCOUNT #7059 PENALTY WAIVER REQUEST:**

In a letter to the Board of Trustees, property owner Eric Rosenthal has requested a credit in the amount of \$33.93 for penalty fees associated with the non-payment of his November 2017 water bill. Mr. Rosenthal claimed he did not receive his November bill and only became aware of the past due balance upon receiving his February 2018 bill, which he paid in full, including all penalty fees. Mr. Rosenthal's account history indicates that he has a history of paying his bills on time.

On a motion by Trustee Conklin, seconded by Trustee Behringer, it was:

**RESOLVED**, the Board of Trustees denied the request for the credit of penalty fees totaling \$33.93 for water account 7059. It is the homeowner's responsibility to know when their bills are due.

Ayes: Trustees Conklin, Dwyer, Behringer and Chan  
None: None

**REQUEST TO TRAVEL – NY PLANNING FEDERATION ANNUAL CONFERENCE-PARISE/DEANGELIS/COCKS/KARLICH:**

On a motion by Trustee Conklin, seconded by Trustee Dwyer, it was:

**RESOLVED**, the Board of Trustees approved the attendance of Planning Board Members Gary Parise, Geri DeAngelis, Fred Cocks and Marilyn Karlich at the NY Planning Federation Annual Conference from Sunday 4/22/18 – Tuesday 4/24/18 in Bolton Landing, NY. This 3 day conference offers lectures, classes and training on Planning and Zoning issues, as well as Code Enforcement related to Planning and Zoning issues. Attendance at this conference will satisfy their yearly mandatory hours of training. The approximate total cost for the conference, including program fees, hotel stay and meals is \$2,060.00 and will be allocated from budget line A8025.4720. Personal vehicles shall be used and a voucher will be submitted for mileage reimbursement.

Ayes: Trustees Conklin, Dwyer, Behringer and Chan  
None: None

**AUTHORIZATION FOR VERIZON WIRELESS ALTERATIONS ON BALD HILL CELL TOWER:**

The Building Department has received a permit application by Will Stone from Verizon Wireless for equipment installation to an existing cell tower located on Bald Hill. As part of the Building Department requirements, the property owner must consent to the work before the work can begin and consent is given by the property owner signing off on the permit application. Since Bald Hill is owned by the Village of Monroe, the Village Board must consent to the work and authorize the Mayor to sign the permit application. On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

**RESOLVED**, the Board of Trustees consent to the equipment installation needed to an existing Crown Castle cell tower located on Bald Hill and authorizes Mayor Purcell to sign off on the Building Department permit application.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan  
Nays: None

**URBAN COUNTY COOPERATIVE AGREEMENT AMENDMENT RESOLUTION:**

Due to a change in HUD regulation, and amendment to the existing Cooperative Agreement dated July 8, 1993, is required. IN addition, a new municipal resolution is required for the qualification period of Fiscal Years 2018, 2019 and 2020.

On a motion by Trustee Conklin, seconded by Trustee Chan, it was:

**MUNICIPAL RESOLUTION - URBAN COUNTY  
VILLAGE OF MONROE**

**RESOLUTION AUTHORIZING THE VILLAGE OF MONROE ENTER INTO AN  
AMENDMENT TO THE EXISTING COOPERATION AGREEMENT DATED JULY 8, 1993,**

**AS AMENDED, WITH THE COUNTY OF ORANGE FOR THE PURPOSE OF UNDERTAKING COMMUNITY DEVELOPMENT AND HOME PROGRAMS FOR THE PROGRAM YEAR COMMENCING FEDERAL FISCAL YEARS 2018, 2019, 2020 (AND FOR SUCCESSIVE THREE YEAR QUALIFICATION PERIODS AS PROVIDED FOR IN THE AUTOMATIC RENEWAL PROVISION) PURSUANT TO THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, AS AMENDED AND TITLE II OF THE NATIONAL AFFORDABLE HOUSING ACT OF 1990, AS AMENDED.**

**WHEREAS, the Secretary of the U.S. Department of Housing and Urban Development ("HUD") authorized, under Title 1 of the Housing and Community Development Act of 1974, as amended and Title II of the National Affordable Housing Act of 1990, as amended to make grants to states and other units of general local government to help finance Community Development and Affordable Housing Programs; and**

**WHEREAS, it is desirable and in the public interest that the Village of Monroe participate in aforesaid Community Development and HOME Programs for the program year commencing Federal Fiscal Years 2018, 2019, 2020, (and successive three year qualification period); and**

**WHEREAS, the Village of Monroe understands that by executing this Cooperation Agreement it becomes an included unit of general local government in the Urban County CDBG Entitlement Program, HOME Program and ESG Program and that it:**

- a) May not apply for grants under the Small Cities for State CDBG Programs from appropriations for fiscal years during the period in which it is participating in the Urban County's CDBG Program; and**
- b) May not participate in a HOME Program consortium except through the Urban County, regardless of whether the Urban County receives a HOME formula allocation; and**
- c) May not receive a formula allocation under the ESG Program except through the Urban County.**

**WHEREAS, this Village Board deems it to be in the public interest for the Village of Monroe to enter into an Amendment to the existing Cooperation Agreement dated July 8, 1993, as amended, with the County of Orange for the aforesaid purpose;**

**NOW, THEREFORE, BE IT**

**RESOLVED, that the Mayor be and he hereby is authorized and directed to execute a Cooperation Agreement Amendment between the Village of Monroe and the County of Orange for the purpose of undertaking Community Development and HOME Programs pursuant to the Housing and Community Development Act of 1974, as amended and Title II of the National Affordable Housing Act of 1990, as amended, for the program year commencing Federal Fiscal Years 2018, 2019, 2020 (and successive three year qualification periods).**

**Ayes: Trustees Conklin, Behringer, Dwyer and Chan**

**Nays: None**

#### **AMENDMENT TO COOPERATION AGREEMENT**

**It is hereby agreed effective February , 2018, by and between the County of Orange, a municipal corporation of the State of New York, having its principal offices at 255-275 Main Street, Goshen, New York 10924 ( "COUNTY"), and Village of Monroe, a municipal corporation of the State of New York, having principal offices at 7 Stage Road Monroe, NY 10950("TOWN"/"VILLAGE"/"CITY") to amend the Cooperation Agreement dated July 8, 1993 ("Cooperation Agreement"), between the parties as follows:**

**1. Strike and replace Paragraph 13 as follows:**

**13. The TOWN/VILLAGE/CITY understands that by executing this Cooperation Agreement it becomes an included unit of general local government in the Urban County CDBG Entitlement Program, HOME Program and ESG Program and that it:**

- a) May not apply for grants under the Small Cities or State CDBG Programs from appropriations for fiscal years during the period in which it is participating in the Urban County's CDBG Program; and**

- b) May not participate in a HOME Program consortium except through the Urban County, regardless of whether the Urban County receives a HOME formula allocation; and
  - c) May not receive a formula allocation under the ESG Program except through the Urban County.
2. In all other respects, the provisions of the Cooperation, as previously amended shall remain in full force and effect and be binding upon the parties referred to above.

Motion to accept terms and conditions of amendment made by Trustee Conklin, seconded by Trustee Chan.

Dated 2/20/18.

\*Date has been left blank until the County Executive signs.

**USE OF 9-11 MEMORIAL / LASSIG-EUBANKS WEDDING:**

An event application has been submitted by Meryl Lassig requesting permission to use the 911 Memorial Gazebo to hold her wedding ceremony on Saturday, June 16, 2018 between the hours of 3PM – 5PM. Ms. Lassig has been notified that a 1 day event policy naming the Village of Monroe as an additional insured up to \$1 million dollars is mandated by the Village's insurance company and must be provided prior to the event. Both the Building and Police Department have signed off on the application and the Police Department will assist with any parking issues that may arise near the 911 Memorial. Additional conditions indicate that no parking will be permitted on the northerly shoulder of Route 17M, in front of the 911 Memorial Gazebo as indicated by the no parking signs. Discussion followed.

Trustee Chan asked if all Departments signed off on the event and Mayor Purcell stated that both Buildings and the Police had signed off on it. Mayor Purcell questioned if the insurance was in place and Clerk Baxter stated that they had not yet secured it. Mayor Purcell advised then the approval would be contingent upon getting the insurance in place.

Trustee Conklin stated that she believes that this is another instance in which a fee should be charged and Clerk Baxter stated that there were no additional costs associated with the Police Department upon their approval of this application.

Trustee Dwyer asked if the Village has ever had a request of this kind before and Mayor Purcell indicated that we had not and they were advised they would have to submit an events application. Trustee Conklin interjected and stated that the Village had received a request to use the Gazebo before, but not for a wedding but for a memorial service.

Clerk Baxter stated that their initial request was to utilize the Crane Park Peninsula but once it was determined that they could have potentially upwards to 75 people in attendance that she advised them that there was not enough space in that location and another spot would be needed. Clerk Baxter continued that the applicant had a conversation with Justice Lori Currier Woods, who would be officiating their ceremony, and that Mrs. Woods suggested the use of the 911 Memorial. Clerk Baxter advised the applicant that the same rules apply, and that an event application and the additional insurance rider would be needed.

Trustee Behringer asked if it would be similar to the 911 Ceremony with all the chairs set up. Clerk Baxter stated that the applicants did not make a request of that nature on their event application. Trustee Conklin asked if the applicants knew that they would need to do that, and Mayor Purcell interjected that typically a plan layout of the event is submitted along with the application. Clerk Baxter again stated that there was nothing mentioned in the event application regarding additional setup. Trustee Conklin stated it was unrealistic to assume that 75 people would stand during an entire wedding ceremony. Mayor Purcell asked Clerk Baxter to reach out to the applicant and discuss the layout of the event and provide a written plan for review.

Trustee Conklin asked where everyone was going to park. Chief Conklin stated that guests would have to park along the opposite side of Route 17M and along Bridge Street, just as they do for 911 Memorial ceremony. Trustee Conklin asked that it was just for the ceremony and they were not holding the reception there, and Clerk Baxter stated that it was the ceremony only and the reception was being held at Mrs. Woods' home.

This matter was tabled until further information could be obtained from the applicant.

**MAYOR'S REPORT:**

Trustee Dwyer stated that approximately a year ago the Monroe Police Department initiated a program called Domestic Violence Outreach Program and under that program they have been able to help residents in the Village that have been victims of domestic violence. Trustee Dwyer continued that the Department received a letter addressed to Sergeant Amatetti from the law enforcement liaison to Safe Homes and shared the following excerpt from that letter. It read as follows:

“Thanks for the heads up on these. I really want to commend you folks over there at the Monroe PD with what you guys are doing on your own accord in relation to Safe Homes is truly something. Above and beyond doesn't begin to describe it, and behalf of my entire agency, I express my gratitude on your willingness to work with us, and for the way your office handles domestics. You guys are the models for other PD's, and I hope that more will follow suit.”

Trustee Dwyer commented that this letter is pretty incredible and while it is very sad that this program is needed, but thankfully Chief Conklin and his department have initiated it because obviously there is an environment where care and dignity are important.

Mayor Purcell thanked Chief Conklin and his department on a job well done.

**PUBLIC COMMENT: # PRESENT 7 TIME: 7:28 PM**

Resident John Karl advised that on the agenda under Letters of Credit that the Monroe Copy Center had on expiration date of 2017. Mayor Purcell stated that it was probably a typo and Clerk Baxter confirmed that it had been updated to 2018, but it was in fact a typo.

Mr. Karl commented that if you allow people to use the 911 Memorial for other things then you are setting a precedent. It is a memorial for the residents from our area that passed away on that day and it should remain a memorial.

Mr. Karl asked what the status was of the old Monroe Ambulance building. Mayor Purcell stated the Monroe Volunteer Ambulance Company still owns the building. Trustee Chan confirmed this. Mr. Karl stated that there is a deed on it, and Trustee Chan clarified that the deed states that should the Ambulance Company abandons it, the building then goes to the Village. Mr. Karl asked if they were maintaining it, and Trustee Chan responded that they should be. Mr. Karl continued that there is water coming down between the brick and cinderblock and he thinks that the brick is starting to pull apart. Trustee Chan stated that he would let them know. Mr. Karl commented that they should maintain it with the memorial there on the building and it's in pretty rough shape and is becoming an eyesore. Again, Trustee Chan stated that he would let them know.

Mr. Karl continued that a month ago he had brought up the issue with his recent cable bill, and that Mayor Purcell commented about Frontier was hoping to do something in the area and there was discussion about setting a public hearing. Mayor Purcell stated that the Village is waiting to hear back from Frontier regarding it and Attorney Bonacic has been corresponding with them regarding contracts, but they have not gotten back to the Village regarding setting the public hearing. Mr. Karl stated that a little competition would be good and help to bring prices down. Mayor Purcell commented that they could be competitive because they already have infrastructure in place, and none of the other companies want to come in because they would have to build all new infrastructure.

Mr. Karl commented that they had previously spoken about the sidewalks down on Spring Street near Carpenter & Smith and complemented how everything seemed to be working well until the snow came. He continued that now they pile the snow on top of the sidewalks and it's a problem again down by the storage tanks, mounds of snow.

Resident Lorraine Loening thanked the Village for replacing the graffiti covered sign along Route 17M, and would like to see the Village being a little more proactive when driving around and seeing these signs to replace them without having to have residents complain about it. Mayor Purcell stated that as long as it wasn't a state owned road.

Mrs. Loening commented that she is 2 months away from having a fourth driver in her home, and was wondering if the Village would consider for next year giving the residents an opportunity to pay to park their cars on the street during the winter months, and receive a reverse call when they need to be moved. Mayor Purcell stated that it could be something that the Village could review with the Chief Conklin.

Mrs. Loening stated that it would be helpful for her if local laws and hearings would were added to the website for review since they aren't now. She stated it is currently difficult for her to get the information since she would have to come to Village Hall during business hours to get the information. Mayor Purcell stated that it was something that could be done and Clerk Baxter added that at any time anyone could call Village Hall and request that the information be emailed or mailed to them in the interim until the website is up and running with the information.

Resident Tim Mitts suggested utilizing the Constant Contact email system as a way to send this information out as well. Attorney Bonancic stated that the law requires that if a municipality has it accessible, then it should be put on the Village website. Constant Contact is an additional option, but it should be on the website since that would make it available to everyone.

Mr. Mitts stated at the previous meeting that Mayor Purcell announced what the Village's Moody bond rating was and was triple A correct. Mayor Purcell clarified that it was aaA and that was the highest that they could give the Village. Mr. Mitts asked what the outcome was on the Village. Mayor Purcell stated that Moody's looks at the Village's unreserved fund balance and where we are at, if we fall within 5%- 10% range of the Village's total budget and we have been consistent around 7% every year, and this helps the Village to borrow money at a cheaper rate. Mr. Mitts asked what the outlook rating was and Mayor Purcell stated that it was positive, and Moody's is very happy with the Village of Monroe.

#### **EXECUTIVE SESSION:**

On a motion by Trustee Dwyer, seconded by Trustee Behringer, with all in favor, the meeting was closed at 7:37 PM. Following a 5-minute recess, the Board convened in Executive Session for discussion of Attorney Client and Personnel.

Executive Session Minutes compiled by Mayor Purcell.

**OPEN SESSION:** on a motion by Trustee Conklin seconded by Trustee Chan and carried, the Open Meeting resumed at 8:50 PM.

#### **APPOINTMENT: JAMES F. COCKS, F/T BUILDING INSPECTOR III:**

On a motion by Trustee Conklin, seconded by Trustee Dwyer, it was:

**RESOLVED**, the Board of Trustees hereby appoints James F. Cocks to the position of Full Time Permanent Building Inspector III from the Orange County Certification of Eligibles List #62231 effective 2/13/18 at the salary of \$60,000 per year.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan

Nays: None

#### **MONROE JOINT PARK COMMISSION WATER AGREEMENT:**

On a motion by Trustee Dwyer, seconded by Trustee Behringer, it was:

**RESOLVED**, the Board of Trustees hereby agrees to reclassify Village Water Account #392 to a "Village Residential Account" for purposes of billing for future water usage. The Board of Trustees further agrees that the reclassification shall be considered retroactive for the outstanding water bill due and owing by Account #392 to the Village of Monroe. Specifically, the unsettled water bill shall be adjusted to reflect the current Village Residential rate of \$4.35/1000 gallons, for a total amount due equaling \$28,562.10.

Ayes: Trustees Conklin, Behringer, Dwyer and Chan

Nays: None

**ADJOURNMENT:**

On a motion by Trustee Chan, seconded by Trustee Conklin and carried, no further business, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,

Ann-Margret Baxter  
Village Clerk

**MONTHLY REPORTS:**

Department reports were accepted as file on a motion by Trustee Dwyer, seconded by Trustee Conklin, with all in favor, the department monthly reports were accepted and filed.

**JANUARY 2018 VILLAGE CLERK'S REPORT SUBMITTED BY ANN-MARGRET BAXTER, VILLAGE CLERK:**

1. Minutes prepared, processed associated correspondence and Legal Notices completed for the Monthly Meetings, December 5<sup>th</sup> and December 19<sup>th</sup>.
2. Permits issued: Handicap Parking: 9 Garage Sale: 0 Solicitor/Peddling: 0 Road Opening: 0 Blasting Permit: 0 Liquor License: 0
3. Closed out mailing machine for month on 1/31.
4. Bi-Weekly payroll worksheets completed and submitted.
5. Required paperwork filed with O.C. Department of Human Resources.
6. Oversee website updates and maintenance.
7. Daily retrieval of messages left during the day and after hours. Forwarded messages and responded as required.
8. Collected November Water Rents.
9. Vouchers completed as required. Transmittal of money collected completed and bank deposits done.
10. Scan and email pertinent information to Board and Attorney.
11. Attended Election seminar at OC Board of Elections 1/30/18.
12. Office closed early due to weather 1/9/18.
13. Distributed Election petition packets.

**JANUARY 2018 DPW SUBMITTED BY JOHN LINDERMAN, PUBLIC WORKS SUPERVISOR:**

**REGULAR MAINTENANCE / VILLAGE IMPROVEMENTS:**

1. Picked up garbage in the Village two times.
2. Plowed two snow events in the Village.
3. Salted all Village roads nine times.
4. Cleaned snow in the Village two times.
5. Repaired seven water mains.
6. Blacktopped sixteen water main repairs.
7. Cleaned up Heritage Trail at Crain Park.
8. Cut brush throughout the Village.
9. Washed all trucks at the Highway Garage two times.

**JANUARY 2018 JUSTICE COURT REPORT:**

Total Fines: \$35,627.00 Total Surcharges: \$10,434.00 Total Parking: \$4,110.00  
Total Civil Fees: \$1,435.00 Bail Poundage Collected: \$70.50 Total Bail Forfeited: \$380.00  
*Total for January: \$52,056.50*

Vehicle & Traffic Tickets: 272 Disposed: 325  
New Criminal Cases: 40 Disposed: 76 Civil Cases: 1 Disposed: 0  
Paid Parking Tickets: 89 Dismissed Traffic Tickets: 40



**JANUARY 2018 FILTRATION PLANT REPORT SUBMITTED BY ERNEST MABEE, CHIEF OPERATOR:**

**Production: Lake Mombasha 30,704,794 Gallons / 21,893,655 Gallons LY 2017**  
**Well #4: 1,606,406 Gallons / 3,885,038 Gallons LY 2017**

**Consumption: 32,311,200 Gallons / 25,778,693 Gallons LY 2017**

**Water Samples / Testing: OK**  
**Rainfall: 4.24**  
**Reservoir: -11**

**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**

**Repaired Water Main Break on Peterbush Dr, Holland Rd, Pine Tree Rd, High St, Stage Rd**

**Replaced Hydrant on Pine Tree Rd**

**TAM here to take Lagoon Sludge, Repair Pine Tree Tank Level Indicator**

**THM's & HAA5's Testing**

**Karl here from Aqua Logic**

**TAM Installed 2 Inserta Valves, Pine Tree & Amy Todt**

**JANUARY 2018 POLICE DEPARTMENT REPORT SUBMITTED BY DAVID CONKLIN, CHIEF:**

**CALLS FOR SERVICE**

**TOTAL CALLS – 2,110**

**NON CRIMINAL OFFENSE – 1,906**

**CRIMINAL OFFENSE – 204**

**ARRESTS – 57**

**TRAFFIC REPORT**

**TRAFFIC TICKETS – 277**

**PARKING TICKETS – 166**

**DWI/DWAI – 3**

**GAS – \$2,083.24/1124.88G**

**MVA – 26**

**OVERTIME/HOURS**

**COVER SHIFT – 92**

**OTHER – Court - 24 / Holiday – 280 / Breacher Training – 42 / EMT – 12 / Cases – 13 / Crisis Intervention – 24 / TRU – 9 / Defensive Tactics - 64**

**TRAINING**

**Tactics in Training – Dunn / GomezVega / Farningham**

**Crisis Intervention – Mahoney / Romer / Lindell**

**Tactics in Traffic – Dunn / GomezVega / Farningham / Lindell**

**Problem Oriented Police Training – Amatetti / Guzman**

**Training Instructor Course – Dunn / Grosso**

**Sexual Assault Response – Krauss / Fremgen / Young**

**Breacher – Department**

**Supervisory Liability Effective Policing – Amatetti / Krauss / Guzman**

**Defensive Tactics – Department**

**Coffee with a Cop – Chief / Guzman**

**MVA ACCIDENT REPORT – \$93.00**

**FOIL REQUESTS - \$9.75**

**JANUARY 2018 BUILDING DEPARTMENT AS SUBMITTED BY SECRETARY PROULX:**

<b>Building Permits Issued:</b>	<b>26</b>
<b>Rental Inspections Completed:</b>	<b>13</b>
<b>Title Searches Completed:</b>	<b>16</b>
<b>Violations Issued:</b>	<b>5</b>
<b>Building Permit Inspections performed:</b>	<b>48</b>
<b>C.O's Issued:</b>	<b>18</b>
<b>Fire Inspections</b>	<b>2</b>
<b>Open, active building permits</b>	<b>207</b>
<b>FOIL Requests</b>	<b>4</b>

<b>Building Permit Fees:</b>	<b>\$ 10,307.25</b>
<b>Rental Permit Fees:</b>	<b>575.00</b>
<b>Flood Permit Fees:</b>	<b>0.00</b>
<b>Fire Inspection Fees:</b>	<b>0.00</b>
<b>Title Search Fees</b>	<b><u>\$ 2,100.00</u></b>
<b>Total Fees Collected</b>	<b>\$ 12,982.25</b>

Monthly Assessor's report filed  
Attend Monthly Planning Board and ZBA meetings  
Continued work zoning code changes  
Monthly report to FD for Solar  
Daily cash deposit to Clerk

**MONROE FIRE DISTRICT OFFICERS 2018:**

**Commissions: John Centofanti, Jason Kalter, Pat Patterson, Thomas M. Smith Dep. Chair,  
Thomas P. Sullivan, Ch.**  
**Secretary: Mary Ellen Beams**  
**Treasurer: Richard Goldstein**  
**Chief John Scherne, 1<sup>st</sup> Ass't Chief Rich Lenahan**

**JANUARY 2018 TREASURER'S DEPARTMENT AS SUBMITTED BY TREASURER  
CATHERINE MURRAY:**

Treasurer's Report  
Village of Monroe  
January 2018

**SIGNIFICANT ACTIVITY (REVENUES)**

Bank interest	3,717
Sales Tax	291,149
Planning Board Fees	8,144
Rental of Real Property	7,548
Building Permits	12,807
Fines & Forfeited Bail	33,613
Other Public Safety Grant	10,000

**SIGNIFICANT ACTIVITY (EXPENDITURES)**

Law Contractual/ Other Atty	11,908
PD Contractual	21,924
St Maint Asphalt	23,696
Distribution Contractual (water)	11,740
Distribution Equipment Maintenance (water)	5,629

Health Insurance - General Fund	115,635
- Water Fund	16,752
	<hr/> 130,043

**STATUS OF FY2018 CONTINGENCY ACCOUNTS**

**CURRENT BALANCE**

General Fund Appropriation -budgeted	\$176,353	141,661
Water Fund Appropriation -budgeted	\$25,000	25,000

**COMMENTS:**

We have completed 8 months of the fiscal year and expenses should be at 66.7%. The expenses are at 70.1% for the General Fund and 66.1% for the Water Fund.

Respectfully submitted,  
Catherine Murray  
Treasurer