**TOWN OF STAFFORD TOWN BOARD MEETING**

**August 11, 2025 DRAFT**

Supervisor Clement opened the Town Board Meeting of August 11, 2025 by leading the Pledge of Allegiance at 7:30pm. Present at this meeting were Councilman Ronald Panek, Councilman Terry Young, Councilman James Duyssen, Councilman Robert Pacer, Highway Superintendent Steven Boldt, and Town Clerk Barb Radley.

Others present were, Cathy Worthington, Janet Ward from Catalyze, Tony Prinz, Andrew Darling, Gary Snell and Charlie Giacchino.

Councilman Pacer made a motion to approve the Financial Report, second by Councilman Paek and approved on a 5- vote.

Councilman Young made a motion to approve the July 14 Meeting Minutes, second by Councilman Duyssen and approved on a 5-0 vote.

Councilman Panek made a motion to approve the Public Hearing Meeting Minutes of July 28, 2025, second by Councilman Young and approved on a 5-0 vote.

[https://acrobat.adobe.com/id/urn:aaid:sc:VA6C2:38c96f51-344f-4e40-8ff2-4523946cf471](https://acrobat.adobe.com/id/urn%3Aaaid%3Asc%3AVA6C2%3A38c96f51-344f-4e40-8ff2-4523946cf471)

Councilman Pacer made a motion to approve the Fire Department Report, second by Councilman Young and approved on a 5-0 vote.

Your Stafford volunteer fire department has answered 22 calls in the month of July Included were many EMS calls, 2 structure fire, 7 MVAs, and a few miscellaneous fire service calls

The department members also completed 149-man hours of training in the month of July topics Included:

Water rescue, firefighter decontamination, we also assisted at the county fair’s demolition derby and assisted at a control burn in our neighboring department.

We are accepting applications to join the fire department.

Please Stop by any Monday night from 6:30-9:00pm and talk to a fire fighter, EMT, fire police

Tim Eckdahl

Councilman Pacer made a motion to approve the CEO/ZEO Report, second by Councilman Panek and approved on a 5-0 vote.

Code Enforcement Report July 2025

Permits Etc.

# 35 Demolition permit (Garage) 8484 Morganville Road #36 Roof repair and interior remodel 6605 Sweetland Road # 37 Garage/Storage Barn 8484 Morganville Road

# 38 Above Ground Pool 8163 Prole Road Ext.

$50.00

$150.00

$ 75.00

$50.00

Many follow ups CEC/ Prinzi

Numerous grass weeds complaints resolved

Fire and follow up with Fire Dept. Fri. Sat. 7-17-18 2025 Posted l Unit Deadline for 237/Route 5 is 9-15-25 If not done fines start automatically Legal paperwork being prepared for 8904 Route 237

Many phone calls and inquiries about proposed solar project

Gene Sinclair 8-07-2025

Councilman Young made a motion to approve the Assessor Report, second by Councilman Pacer and approved on a 5-0 vote.

AUGUST 11, 2025 REPORT FROM ASSESSOR

I am busy doing data collection for the reassessment.

Upon my request, the State came on Wednesday August 6th to help with the reassessment, but they informed me that the County controls the administration of the reassessments for Genesee County towns, so they were not going to be able to do much without the County’s consent. I then spoke with the County, who now has a new County Director, and she informed me that she has to wait for Kevin Andrews to come back from vacation on the 18th to find out what they will be doing and what is expected of me.

I will be out of the office starting Thursday September 4th and will return on Tuesday September 9th.

Councilman Young made a motion to approve Resolution 48 Accepting Information from Water District 12 and 14, second by Councilman Pacer and approved on a 5-0 vote.

RESOLUTION 48 DATED: AUGUST 11, 2025

ACKNOWLEDGING AND ACCEPTING INFORMATION FROM WATER DISTRICTS 12 AND 14

WHEREAS the Town of Stafford has received information regarding Water Districts 12 and 14 and,

WHEREAS the Town Board of the Town of Stafford has reviewed the information and accepted the information

THEREFORE, the Town Board of the Town of Stafford acknowledges and accepts the information for Water Districts 12,and 14.

Offered by: Councilman Young

Second by: Councilman Pacer

Approved on a 5-0 vote

Councilman Panek made a motion to approve Resolution 49 Authorize Budget Transfers, second by Councilman Young and approved on a 5-0 vote.

RESOLUTION 49 DATED: AUGUST 11, 2025

AUTHORIZE BUDGET TRANSFERS

RESOLVED, the Stafford Town Board hereby authorizes the following Budget Transfers:

General Fund:

From Amount To

AA.0917.000.000 $204,761.51 AA.4089.000.000

Increase AA.4089.000.000 Federal Aid $204,706.51

Increase AA.1620.400.000 Operation of Plant, Contractual $47,000.00

Increase AA.7110.400.000 Parks, Contractual $58,999.29

Increase AA.9901.900.000 Interfund Transfers (To Highway Fund) $98,707.22

Highway Fund:

Increase DA.5031.000.000 Interfund Transfers $98,707.22

Increase DA.5130.200.000 Machinery, Equip. & Cap. Outlay $59,375.00

Increase DA.5130.200.000 Machinery, Equip. & Cap. Outlay $39,332.22

Offered by: Councilman Panek

Second by: Councilman Young

Approved on a 5-0 vote.

Councilman Duyssen made a motion to approve Resolution 50 Establish a Mandatory Capital Reserve Fund for Water District 12, second by Councilman Young and approved on a 5-0 vote.

TOWN OF STAFFORD, GENESEE COUNTY, NEW YORK

TOWN BOARD RESOLUTION NO. 50 OF 2025

A RESOLUTION TO ESTABLISH A MANDATORY CAPITAL RESERVE FUND FOR WATER DISTRICT NO. 12

(WATER DISTRICT #12 MCWA CAPITAL REPAIR AND REPLACEMENT FUND)

WHEREAS, the Town Board of the Town of Stafford, Genesee County, New York, has determined it to be in the best interest of the Town and the property owners within Water District No. 12 and, as required by the Monroe County Water Authority to allow the Town to install PVC waterlines in lieu of ductile iron watermains in the District, to establish a mandatory capital reserve fund for the purpose of financing the cost of future capital repairs and replacements associated with the infrastructure and facilities of said district, and

WHEREAS, the proposed establishment of this capital reserve fund, pursuant to General Municipal Law §6-c, has been subject to a permissive referendum as part of the district establishment proceedings, and no valid petition was filed within the time allowed by law, and

WHEREAS, the fund shall be known as the "Water District #12 MCWA Capital Repair and Replacement Fund" and shall be classified as a type capital reserve fund, established for the purpose of financing the cost of capital improvements, repairs, and replacements to the water system infrastructure within Water District No. 12, including but not limited to, water mains, valves, hydrants, service connections, and related appurtenances,

NOW, THEREFORE, BE IT

RESOLVED, that the Town Board of the Town of Stafford hereby establishes a capital reserve fund pursuant to the provisions of Section 6-C of the General Municipal Law, to be known as the "Water District #12 MCWA Capital Repair and Replacement Fund" in the amount of $60.00 per parcel per year charged to the tax bill yearly, and be it further

RESOLVED, that such fund shall be used to finance the cost of capital improvements, repairs, and replacements as described above, and be it further

It is RESOLVED that the Town Supervisor is hereby authorized to deposit and secure the moneys of this fund in accordance with Article 2 of the General Municipal Law, and all such moneys shall be accounted for in accordance with Section 6-c of the General Municipal Law, and be it further

RESOLVED, that expenditures from this reserve fund shall be made only for the capital purposes stated herein and in accordance with the procedures prescribed in General Municipal Law §6-c, and be it further

It is RESOLVED that this resolution shall take effect immediately.

Offered by: Councilman Duyssen

Second by: Councilman Young

Ayes 5 Nays 0 Abstain 0

Approved on a 5-0 vote.

Councilman Duyssen made a motion to approve Abstract 8 General Fund in the amount of $34,792.74, second by Councilman Pacer and approved on a 5-0 vote.

Councilman Duyssen made a motion to approve Abstract 8 Highway Fund in the amount of $197,495.81, second by Councilman Pacer and approved on a 5-0 vote.

Councilman Duyssen made a motion not approve Abstract 8 Capital Fund in the amount of $7,011.86, second by Councilman Pacer and approved on a 5-0 vote.

Highway Superintendent Boldt has been busy with his employees working with other Towns doing work on roads under the Shared Services Agreement. It was mentioned that he has done a great job on the parking lot; the parking lot will be striped soon for a cost of $2,450.00. This cost is under the Procurement Policy Allotment and will be done soon.

Councilman Young mentioned that our Attorney is requesting a Work Session to go over the Genesee 5 & Genesee 6 project. Dates are August 25, 26 or September 9th; We will contact him for his availability.

The Recreation program went wonderfully and the Director, Laurie Pocock is doing a fantastic job, she is there to oversee the program on a daily basis, more than anyone in the past.

The Golf Tournament that the Fire Department ran went very well; they worked hard to get this done and it showed.

Town Clerk Radley spoke about the workshop she attended about digitizing the Town’s records. The company she met with is quite costly. Grants and other possibilities will be investigated since this eventually will be mandatory.

Cathy Worthington spoke about using Emery Park for a Betterment Committee meeting and invited all to attend. She also asked about the Code/Zoning position, Gene is not retiring this year. The ARPA funds are all allocated, completed and paid for. She also questioned Water District 12 and the maintenance fund; it is necessary and approved in the resolution earlier in the meeting.

Janet Ward representing Catalyze asked about the dates for the workshop and will be informed as soon as we know.

Charlie Giacchino asked about the Public Hearing Rules and why the Executive Session rules were not included, that will be investigated.

Cathy Worthington then asked a few more questions; she asked about a kiddie pool at the park, it was explained that on a hot day the staff during recreation allows it to cool off the children and when the children are in it, it is supervised. The next question was about a Board of Ethics, she asked if we had one, no we do not and was under the impression we need one, for the Crocker issue. It was told to her that was not an Ethical issue and we will look into the matter of Ethics.

Councilman Panek made a motion to adjourn the meeting at 8:24pm, second by Councilman Young and approved on a 5-0 vote.

Respectfully Submitted

Barbara Radley

Town Clerk/Tax Collector