

January 15th, 2025, at 6:30pm | 103 Main Street, Mount Morris NY

Present: Jim Patrick, Planning Board Chair; Brianna Rawleigh, Planning Board Vice Chair; Members Larry Woodworth, Joel Clester, and Phil Race; Kaylee Leone, Planning Board Secretary

Also Present: Joe Rawleigh, Town Councilman; Bill Manthey, Village Trustee

No community members were present.

CALL TO ORDER AND REVIEW OF MINUTES

Chairman Jim Patrick called the meeting to order at 6:34 pm.

Chairman Patrick requested that the board review the minutes from the October 16th, 2024, Planning Board Meeting, and asked if the board had any corrections or questions. None were stated.

A motion to approve the October 16th, 2024, Planning Board Meeting Minutes was introduced by Joel Clester and seconded by Phil Race, and was voted on by members as follows:

Aye: 4 (Clester, Patrick, Race, Woodworth)

No: 0

Abstain: 1 (Rawleigh)

The motion was carried.

The board reviewed minutes from the November 20th, 2024, Planning Board meeting.

A motion to approve the November 20th, 2024, Planning Board Meeting Minutes was introduced by Larry Woodworth and seconded by Phil Race, and was voted on by members as follows:

Aye: 5 (Clester, Patrick, Race, Rawleigh, Woodworth)

No: 0

Abstain: 0

The motion carried unanimously.

BOARD BUSINESS

Chairman Jim Patrick began discussions regarding checks and payment processes for 2024 meeting attendance. It was clarified that checks would be mailed to board members once payment vouchers are completed. Additionally, there was a discussion about whether board members are compensated for attending special meetings. The board agreed to seek further clarification from the Town Board regarding existing rules or codes related to compensation for these meetings. Board Secretary Kaylee Leone stated that she would go back through all of 2024's meeting minutes and complete vouchers for the board members based on meeting attendance accordingly.

Brianna Rawleigh raised an inquiry regarding the retention pond previously discussed for the Mount Morris Fire and Rescue project on Chapel Street. She mentioned the necessity of clarifying with MRB's JP Schepp and Hager Engineering whether a retention pond would be required, depending on the surface materials planned for upcoming projects. Brianna Rawleigh agreed to reach out directly to both JP Schepp and Hager Engineering to gain clarity on this matter.

Further clarification was provided concerning the previously agreed-upon rental stipulations of Mount Morris Fire and Rescue's Chapel Street facility. It was confirmed that rentals would not be permitted for the general public but would be allowed exclusively for members of the organization involved.

VILLAGE AND TOWN UPDATES

Chairman Jim Patrick asked for updates from Village Trustee Manthey regarding the village's temporary retention of Code and Zoning Enforcement Officer Mark Mullikin for managing permits and associated paperwork during the transitional period. The board was informed that the village is actively seeking a new hire to fill Mark's role, with several applications already received. The board anticipates a seamless transition to updated code enforcement procedures.

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Town Councilman Joe Rawleigh reported limited recent planning and zoning-related activity within the town. He mentioned awaiting a Verizon Wireless application related to property near the Ridge Range area, noting that the paperwork appears to have bypassed local review by routing directly through county planning.

Councilman Rawleigh also addressed an ongoing subdivision issue on Dutch Street Road involving Brady Farms, which is solar-related. Due to lot size discrepancies, this matter is being forwarded to the Zoning Board of Appeals (ZBA).

Additionally, Councilman Rawleigh discussed negotiations between the town and solar companies regarding compensation for road damages resulting from solar project activities. He mentioned the town is evaluating the proposed financial offers to ensure they adequately cover the necessary road repairs and associated labor costs.

ORGANIZATIONAL ITEMS

A motion to nominate Jim Patrick for Chairman of the Joint Planning Board was introduced by Phil Race and seconded by Joel Clester, and was voted on by members as follows:

Aye: 5 (Clester, Patrick, Race, Rawleigh, Woodworth)

No: 0

Abstain: 0

Jim Patrick accepted the appointment, and the motion carried unanimously.

A motion to nominate Brianna Rawleigh for Vice Chairwoman of the Joint Planning Board was introduced by Phil Race and seconded by Joel Clester, and was voted on by members as follows:

Aye: 5 (Clester, Patrick, Race, Rawleigh, Woodworth)

No: 0

Abstain: 0

Brianna Rawleigh accepted the appointment, and the motion carried unanimously.

The board established the following regular meeting dates for 2025:

- February 19
- March 19
- April 16
- May 21
- June 18
- July 16
- August 20
- September 17
- October 15
- November 19
- December 17

Notifications and meeting cancellations will follow established standard procedures.

OTHER BUSINESS

Chairman Jim Patrick discussed the duration of Mark Mullikin's temporary tenure in the code enforcement position. Although no precise date was given, the expectation is that Mark's assistance will continue for approximately six months or longer, depending on the village's progress in securing a permanent replacement.

Brianna Rawleigh inquired about civil service certification requirements for future code enforcement hires, specifically whether certification was mandated for part-time roles. It was clarified that civil service certification is only required for full-time positions, but confirmation from the village would be sought.

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The board discussed responsibilities following Sam Cipriano's retirement. It was noted that interim supervision has been established, and current responsibilities will be maintained until a permanent replacement is hired.

Vice Chairwoman Brianna Rawleigh suggested establishing separate official emails for board correspondence to reduce the risk associated with Freedom of Information Law (FOIL) requests. She agreed to investigate further the setup of official board email accounts.

ADJOURNMENT

A motion to adjourn was introduced by Joel Clester and seconded by Larry Woodworth, and was voted on by members as follows:

Aye: 5 (Clester, Patrick, Race, Rawleigh, Woodworth)

No: 0

Abstain: 0

The motion was carried unanimously, and the meeting was adjourned at 7:30 pm.

Respectfully submitted,

Kaylee R. Leone
Deputy Town Clerk/Planning Board Secretary