

TOWN OF MOUNT MORRIS

Town Board Meeting Minutes

Date: September 18, 2025

Time: 6:00 PM

Location: Mount Morris Town Hall

ATTENDANCE

Board Members Present:

- Supervisor Dave DiSalvo
- Deputy Supervisor Don Huff
- Councilmembers: Nate Guzzardi, Jeff Coniglio, Joseph Rawleigh

Others Present:

- Code Enforcement Officer: Shawn Grasby
- Town Attorney: Ed Russell
- Town Clerk: Chelsey Woodworth
- Residents: Pete DiSalvo, Gretchen Saunders, Crik Christophel, Steven Zoller, Matthew Scully, Patrick Scully, Tracy Kenney, Karen LaGioia, Karl & Johnna Schrier, Doug Welch

Excused:

- Highway Superintendent: Milton Smith

CALL TO ORDER

Supervisor DiSalvo called the meeting to order at 6:00 PM and led the Pledge of Allegiance.

REVIEW OF MINUTES

Motion by Deputy Supervisor Huff, **seconded** by Councilmember Guzzardi to approve the minutes of the August 21, 2025 Regular Meeting.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

PUBLIC HEARING – NOISE ORDINANCE

Supervisor DiSalvo opened the public hearing on the proposed Noise Ordinance.

- Resident Questions & Comments:**
 - Crik Christophel asked about farming activity exemptions before sunset. Attorney Russell noted agricultural districts could be exempt.
 - Code Enforcement Officer Grasby asked about regulating “jake brakes.” Attorney Russell will confirm authority.
 - Supervisor DiSalvo stated the hearing remains open until the October meeting to make necessary change and to allow for public comment.

MORATORIUMS

Motion by Deputy Supervisor Huff, **seconded** by Councilmember Rawleigh to schedule a Public Hearing for Local Law No. 2 of 2025: A Moratorium on New Solar Farms and New Battery Energy Storage Systems in The Town of Mount Morris, expiring March 1, 2026. Hearing date: October 16, 2025.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

- CEO Grasby also recommended a moratorium on large-scale data centers due to noise concerns. Attorney Russell will draft legislation for October.

AUDIT

Motion by Councilmember Rawleigh, **seconded** by Councilmember Guzzardi to accept the Town Court Audit.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

AMBULANCE SERVICE

Supervisor DiSalvo reviewed the proposal for rate increases effective November 1, 2025.

Motion by Deputy Supervisor Huff, **seconded** by Councilmember Rawleigh to approve the ambulance rate changes.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

SUPERVISORS REPORT

Motion by Councilmember Guzzardi, **seconded** by Deputy Supervisor Huff to accept the Supervisor's August Report.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

- **Ambulance:** 132 ambulance calls, 93 covered, 19 ALS, 35 BLS
 - Superintendent Smith asked Supervisor DiSalvo to thank Clerk Woodworth for doing the CHIPS paperwork.
 - **Budget Workshop:** October 9, 2025 at 5:00 PM. Municipal Solutions preparing updated bond numbers. Draft budget to board early next week.
 - **Solar Development:** Reported progress on garage building, field work, and landscaping. Residents may file DEC complaints regarding issues.
 - **PILOT Funds Use:** Funds spread across the budget; \$78,000 from farmland reclassification allocated for a new loader for the Highway Department and dumpsters for the Transfer Station.
-

HIGHWAY- DEPUTY SUPERVISOR HUFF

- Highway crews performing extensive patching.
 - Interview for possible new hire is scheduled for Friday at 9:00 AM.
-

COUNCILMEMBER GUZZARDI

- **Cemetery:** Flower City Trees cannot come until October. Councilmember Guzzardi stressed that they needed to come earlier for the emergent tree. Replacement stone is still on order for damaged stone from vehicle accident.
- **Recycling & Solid Waste:** Recycling Center Manager Kitt Ceronie requested cancelation of \$108/month landline.

Motion by Councilmember Rawleigh, **seconded** by Councilmember Coniglio to cancel the Recycling Center landline phone service.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

COUNCILMEMBER CONIGLIO

No report.

COUNCILMEMBER RAWLEIGH

- **Planning & Zoning:** Subdivision reviewed for Swanson property. The Verizon cell tower permit was approved, and construction will likely start in spring.

- **Comprehensive Plan Committee:** Draft of short-term rental law nearly complete, pending board and attorney review. Dog law completed and forwarded to attorney.

TOWN CLERK’S REPORT

Motion by Deputy Supervisor Huff, **seconded** by Councilmember Guzzardi to accept the August Town Clerk’s Report.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

AUDIT OF CLAIMS – ABSTRACT 9, YEAR 2025

- **General A (Vouchers 212-238):** \$37,662.44
Motion by Councilmember Guzzardi, **Seconded** by Councilmember Rawleigh
Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0
Motion Carried
- **General B (Vouchers 60-66):** \$3,261.36
Motion by Deputy Supervisor Huff, **Seconded** by Councilmember Rawleigh
Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0
Motion Carried
- **Highway DA (Vouchers 75-80):** \$6,186.14
Motion by Councilmember Rawleigh, **Seconded** by Councilmember Guzzardi
Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0
Motion Carried
- **Highway DB (Vouchers 12-14):** \$48,824.89
Motion by Deputy Supervisor Huff, **Seconded** by Councilmember Rawleigh
Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0
Motion Carried
- **SR Refuse (Vouchers 18-19):** \$1,521.74
Motion by Councilmember Guzzardi, **Seconded** by Deputy Supervisor Huff
Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0
Motion Carried
- **SS Sewer (Voucher 16):** \$53.85
Motion by Councilmember Rawleigh, **Seconded** by Councilmember Rawleigh
Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0
Motion Carried
- **SW Water (Voucher 22):** \$500.00
Motion by Councilmember Rawleigh, **Seconded** by Councilmember Guzzardi
Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0
Motion Carried

Water Transfer (Town → Village): Councilmember Rawleigh requested an update. Attorney Russell reported that there has been no response from the Village’s attorneys to date and noted he has heard the Village is conducting a water rate study.

COUNTY REPORT

Supervisor DiSalvo shared updates:

- Possible tax cap override hearing from the county this month.
- Shannon Hillier is currently serving as Acting County Administrator for contract negotiations.
- County budget meeting October 8, 2025.
- Foreclosure auction in November; counties can no longer keep excess proceeds.

PUBLIC COMMENT

- Meeting Equipment: Gretchen Saunders suggested the use of microphones. Clerk Woodworth will research options.
- Ambulance Service: Questions were raised by Karl Shcrier regarding ambulance replacement. Supervisor DiSalvo noted they are hoping to budget for replacements next year.
- Prison Redevelopment: Supervisor DiSalvo reported that interest has been expressed by a data center, UR Medicine, and a farm. No deals have been finalized.
- Community Picnic Suggestion Doug Welch suggested that the Town use a portion of the Solar funds to host a community picnic. The Supervisor stated that Attorney Russell will have to look into liability concerns before proceeding.
- Snow Fence: The DOT is handling state roads and will be installing snow fencing on Route 408.
- Mount Morris Dam: Historic agreements prevent hydroelectric use of the dam.
- ATV/Motocross Noise: Karen LaGioia inquired about the ATV park located up the road from her property. Supervisor DiSalvo explained that the operator is not supposed to be charging people to use it. The forthcoming noise ordinance will provide enforcement tools for noise issues on the property.

EXECUTIVE SESSION

Motion by Councilmember Rawleigh, **seconded** by Deputy Supervisor Huff to enter Executive Session at 6:43 PM for personnel matters.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

Motion by Councilmember Rawleigh, **seconded** by Councilmember Guzzardi to return to Open Session at 7:05 PM.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

Actions Taken:

Motion by Councilmember Rawleigh, **seconded** by Councilmember Coniglio to hire Travis Clagett at \$26.64/hour, pending interview and drug testing.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

Supervisor DiSalvo noted budget includes funding for a new Highway Superintendent position.

ADJOURNMENT

Motion by Councilmember Rawleigh, **seconded** by Deputy Supervisor Huff to adjourn the meeting at 6:54 PM.

Vote: Aye 5 (DiSalvo, Huff, Guzzardi, Coniglio, Rawleigh) | No 0

Motion Carried

ATTACHMENTS

- Justice Audit
- Ambulance Fees



Town of Mount Morris
Attn: David DiSalvo
103 Main Street
Mt. Morris, NY 14510

Tuesday, September 2, 2025

Dear Supervisor and Members of the Board,

On February 4th, 2025, Sandra Curran and I (Justin Bennett) met with Town of Mount Justice Clerk, and conducted a Justice Review of the books and records for Justice Ossont and Justice Provo, in Mt. Morris Town Court house. We reviewed the books and records from January of 2024 to December of 2024.

Our review consisted of the following:

1. Viewing the receipt books to find if receipts were consecutively numbered. Determined if names and amounts in the receipts matched the ones reported in the Town of Mt Morris Justice court reports.
2. Viewing the Town of Mt Morris Justice Court reports to verify amounts collected by said justice were reported correctly. Matched each report to checks written to the Town of Mt Morris to see if they were consistent.
3. Viewing the bank accounts of the justice to verify deposits were made and checks cleared for what was on the Town of Mt Morris Justice Court report.
4. We pull a few random tickets and verify ability to locate information via a filing system. We then verify the random tickets to see the amounts noted on ticket match receipts and records.

Justice Ossont and Justice Provo tendered accurate reports to the board and to the State Comptroller's office. Bank Reconciliations were performed in a timely manner. Deposits and reports were filed in a timely manner to the Justice Court Comptroller and to the Town Board.

Sincerely,

Justin Bennett,
BBS Accounting, LLC

Appendix 10 – Annual Checklist for
Review of Justice Court Records

Name of Municipality:

Town of Mount Morris - Justice Court

Month Reviewed:

01/01/2024	Through	12/31/2024
------------	---------	------------

Name of Justice:

Justice Robert Ossont

Review Performed By:

Justin Bennett
Sandra Curran

Date

02/04/2025
02/04/2025

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Cash Receipts Book</u>		
▶ Are pre-numbered receipt forms issued for all collections?	☒	☐
▶ Are duplicate receipts kept for court records?	☒	☐
▶ Are receipts recorded up-to-date?	☒	☐
<i>Last recorded receipt:</i>		
# <u>OF1126</u> Date <u>12/09/2024</u> Amount <u>\$113.00</u>		
▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection?	☒	☐
▶ Are deposits identified?	☒	☐
▶ Are duplicate deposit slips kept for court records?	☒	☐
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)?	☒	☐
▶ Are deposits recorded up-to-date?	☒	☐
<i>Last recorded deposit:</i>		
Date <u>12/13/2024</u> Amount <u>\$113.00</u>		
▶ Is the receipt book totaled and summarized at the end of each month?	☒	☐
<i>Last Month Totaled and Summarized</i> <u>12/2024</u>		
<u>Cash Disbursements Book</u>		
▶ Are pre-numbered checks used for all disbursements other than petty cash?	☒	☐
▶ Are all checks signed by the Justice?	☒	☐
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	☒	☐
▶ Are checks recorded up-to-date?	☒	☐
<i>Last recorded check:</i>		
# <u>242</u> Date <u>01/06/2025</u> Amount <u>\$667.00</u>		
<u>Bank Reconciliations</u>		
▶ Are bank accounts reconciled promptly after bank statements are received?	☒	☐
<i>Last Bank Reconciliation for Each Bank Account:</i>		
Date Performed <u>01/06/2025</u> Month Ending <u>12/2024</u>		
<u>Additional Supporting Records</u>		
▶ Is a list of bail maintained?	☒	☐
▶ Is a record of uncollected installment payments maintained?	☒	☐

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Dockets and Case Files</u>		
▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims?	☒	☐
▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address.	☒	☐
▶ Do dockets for disposed cases appear to be complete?	☒	☐
▶ Do dockets for disposed cases agree with amounts reported?	☒	☐

Cash Book Reconciliation

▶ Is the cash book reconciled to the adjusted bank balances at the end of each month?	☒	☐
▶ Does the cash book total agree with the bank reconciliation and supporting information?	☒	☐

Last Cash Reconciliation:

Date Performed 01/06/2025 *Month Ending* 12/2024

Reports to the Division of Criminal Justice Services

▶ Are reports made timely to the Division of Criminal Justice Services?	☒	☐
▶ Has the court received any notices regarding late reporting?	☐	☒
If yes, why were the reports late and what corrective actions were taken? _____		

Reports to the Justice Court Fund

▶ Are reports made timely to the Justice Court Fund?	☒	☐
▶ Do reported amounts agree with docket dispositions and case files?	☒	☐
▶ Do reported amounts agree with cash receipt and disbursement books?	☒	☐
Last report submitted: Month Ending <u>12/2024</u> Date <u>01/06/2025</u> Amount <u>\$667.00</u>		
▶ Has the court received any notices regarding late reporting?	☐	☒
If yes, why were the reports late and what corrective actions were taken? _____		

Annual Checklist for Review of Justice Court Records

	Yes	No
Reporting to the Department of Motor Vehicles - TSLED Program		
▶ Has the court received any notices regarding pending cases? If yes, why were the cases pending and what corrective actions were taken, if any_____	X	o
Note: Cases over 60 days are eligible to be Scofflawed. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.		
▶ Are reports from TSLED to the court maintained and utilized? Last TSLED Report Available: Date 12/2024	X	o
Note: Courts can access reports on-line from TSLED at any time.		
▶ How many cases are shown as pending in the last TSLED report? 20	X	o
▶ Does the cash book total agree with the bank reconciliation and supporting information?	X	o
• Is the number of pending cases reasonable?	X	o
• How many cases are shown as pending for more than 90 days? _____		
• What actions have been taken to dispose of these cases?		
Overall Evaluation		
Reports are accurate and timely.		
Deposits were timely.		
Bank reconciliation's were done and in a timely manner.		

Appendix 10 – Annual Checklist for
Review of Justice Court Records

Name of Municipality:

Town of Mount Morris - Justice Court

Month Reviewed:

01/01/2024

Through

12/31/2024

Name of Justice:

Justice David Provo

Review Performed By:

Justin Bennett

Sandra Curran

Date

02/04/2025

02/04/2025

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Cash Receipts Book</u>		
▶ Are pre-numbered receipt forms issued for all collections?	X	○
▶ Are duplicate receipts kept for court records?	X	○
▶ Are receipts recorded up-to-date?	X	○
<i>Last recorded receipt:</i>		
# <u>DF0144</u> Date <u>12/17/2024</u> Amount <u>\$100.00</u>		
▶ Is the receipt book maintained in a manner to identify date received, payer, and the amount of fines, fees, bail and other categories of collection?	X	○
▶ Are deposits identified?	X	○
▶ Are duplicate deposit slips kept for court records?	X	○
▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)?	X	○
▶ Are deposits recorded up-to-date?	X	○
<i>Last recorded deposit:</i>		
Date <u>12/24/2024</u> Amount <u>\$100.00</u>		
▶ Is the receipt book totaled and summarized at the end of each month?	X	○
<i>Last Month Totaled and Summarized</i> <u>12/2024</u>		
<u>Cash Disbursements Book</u>		
▶ Are pre-numbered checks used for all disbursements other than petty cash?	X	○
▶ Are all checks signed by the Justice?	X	○
▶ Are canceled checks (or check images) returned with bank statements and kept for court records?	X	○
▶ Are checks recorded up-to-date?	X	○
<i>Last recorded check:</i>		
# <u>171</u> Date <u>01/14/2025</u> Amount <u>\$100.00</u>		
<u>Bank Reconciliations</u>		
▶ Are bank accounts reconciled promptly after bank statements are received?	X	○
<i>Last Bank Reconciliation for Each Bank Account:</i>		
Date Performed <u>01/06/2025</u> Month Ending <u>12/2024</u>		
<u>Additional Supporting Records</u>		
▶ Is a list of bail maintained?	X	○
▶ Is a record of uncollected installment payments maintained?	X	○

Annual Checklist for Review of Justice Court Records

	Yes	No
<u>Dockets and Case Files</u>		
▶ Are separate dockets maintained for various classifications of cases, such as Vehicle and Traffic, Criminal, Civil and Small Claims?	X	o
▶ Are case files maintained for all cases? If manual, an index is an alphabetical list of cases with case numbers as a cross-reference. This will assist in locating cases since case files are filed by disposition date. If computerized, the index is maintained in the system and can be accessed at any time by name, ticket number or address.	X	o
▶ Do dockets for disposed cases appear to be complete?	X	o
▶ Do dockets for disposed cases agree with amounts reported?	X	o

Cash Book Reconciliation

▶ Is the cash book reconciled to the adjusted bank balances at the end of each month?	X	o
▶ Does the cash book total agree with the bank reconciliation and supporting information?	X	o

Last Cash Reconciliation:

Date Performed 01/06/2025 Month Ending 12/2024

Reports to the Division of Criminal Justice Services

▶ Are reports made timely to the Division of Criminal Justice Services?	X	o
▶ Has the court received any notices regarding late reporting? If yes, why were the reports late and what corrective actions were taken? _____	o	X

Reports to the Justice Court Fund

▶ Are reports made timely to the Justice Court Fund?	X	o
▶ Do reported amounts agree with docket dispositions and case files?	X	o
▶ Do reported amounts agree with cash receipt and disbursement books? Last report submitted: Month Ending <u>12/2024</u> Date <u>01/06/2025</u> Amount <u>\$100.00</u>	X	o
▶ Has the court received any notices regarding late reporting? If yes, why were the reports late and what corrective actions were taken? _____	o	X

Annual Checklist for Review of Justice Court Records

	Yes	No
Reporting to the Department of Motor Vehicles - TSLED Program		
▶ Has the court received any notices regarding pending cases? If yes, why were the cases pending and what corrective actions were taken, if any _____	X	○
Note: Cases over 60 days are eligible to be Scofflawed. TSLED sends a monthly listing of pending cases to the Court. The court should respond either manually or electronically to TSLED with the outcome of these pending cases.		
▶ Are reports from TSLED to the court maintained and utilized? Last TSLED Report Available: Date <u>12/2024</u>	X	○
Note: Courts can access reports on-line from TSLED at any time.		
▶ How many cases are shown as pending in the last TSLED report? <u>20</u>	X	○
▶ Does the cash book total agree with the bank reconciliation and supporting information?	X	○
• Is the number of pending cases reasonable?	X	○
• How many cases are shown as pending for more than 90 days? _____		
• What actions have been taken to dispose of these cases?		

Overall Evaluation

Reports are accurate and timely.

Deposits were timely.

Bank reconciliation's were done and in a timely manner.



RECOMMENDED RATES-MOUNT MORRIS

Level of Service	Current Rates	Recommended Rates
Basic Life Support- E/NE	\$1,000	\$1,400
Advanced Life Support- E/NE	\$1,300	\$1,800
Advanced Life Support-2	\$1,400	\$2,200
Mileage	\$35/mile	\$40/mile
Paramedic Intercept	\$700	\$900
Treat and Release	\$450	\$500