

TOWN OF MENDON
Town Board Agenda – Tentative
July 13th, 2026 – 7:00PM
Mendon Town Hall
16 West Main Street, Honeoye Falls, NY

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Sound System & Recording Check
4. Approval of Agenda
5. Public Comment
6. Communications
 - Town Clerk
 - Highway Superintendent
 - Town Engineer
 - Town Attorney
 - Town Board
 - Town Supervisor
7. Town Supervisor's Monthly Report - May 2026
8. Town Clerk's Monthly Report - June 2026
9. Approval of Minutes - June 2026
10. Budget Adjustments
11. Abstracts of Audited Vouchers
 - General Abstract A
 - General Abstract B
 - Highway Abstract
 - Library Abstract A
 - Library Abstract B
12. Zoning Board of Appeals - Appointment
13. Proposal for Town Email Address Creation for Board/Committee Members
14. Resolution for Continuation of Membership in Monroe County Stormwater Coalition
15. Proposal for Retaining Wall Project
16. Legal Expense
17. Urgent Care - Discussion
18. Mendon Green Lighting and Speed Limit Signage - Discussion
19. HR options - Zywave Hotline - Discussion
20. Seniors Stretch - Nonresidents - Discussion
21. Semmel Rd Park Ice Skating Rink - Discussion
22. Public Comment
23. Adjournment

This is a tentative agenda provided for informational purposes only. Items may be added, removed, or modified at the discretion of the Town Board. Official minutes will be prepared and approved separately.

TENTATIVE LIST OF POSSIBLE RESOLUTIONS

to be considered at the July 13th, 2026 Regular Meeting of the Mendon Town Board

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. SOUND SYSTEM & RECORDING CHECK

4. APPROVAL OF AGENDA

(Resolution 26-____)

A motion was made by Mr./s _____, seconded by Mr./s _____, to adopt the agenda as presented/with the following amendment(s).

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

5. PUBLIC COMMENT

6. COMMUNICATIONS

- Town Clerk
- Highway Superintendent
- Town Engineer
- Town Attorney
- Town Board
- Town Supervisor

7. TOWN SUPERVISOR'S MONTHLY FINANCIAL REPORT

(Resolution 26-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to acknowledge receipt of the Town Supervisor's Monthly Report for May 2026.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

8. TOWN CLERK'S MONTHLY REPORT

(Resolution 26-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to acknowledge receipt of the Town Clerk's Monthly Report for June 2026, showing receipts and disbursements in the amount of \$70,331.28.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

9. APPROVAL OF MINUTES

(Resolution 26-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the minutes of the regular meeting held on June 8th, 2026, as presented/amended.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

10. BUDGET ADJUSTMENT

(Resolution 26-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the following budget adjustment: Moving \$5,271.48 From: B3620.1 To: B3410.1. to correct a payroll labor distribution error.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

11. ABSTRACTS OF AUDITED VOUCHERS

General Abstract A

(Resolution 26-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve all claims on vouchers numbered 26-331 to 26-341, on General Abstract 26-7A, in the amount of \$13,517.25 .

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

General Abstract B

(Resolution 26-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve all claims on vouchers numbered 26-342 to 26-389, on General Abstract 26-7B, in the amount of \$73,804.33.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

Highway Abstract

(Resolution 26-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve all claims on vouchers numbered 26-163 to 26-187, on Highway Abstract 26-7, in the amount of \$37,437.28.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

Library Abstract A

Library vouchers numbered 26-082 to 26-088, on Library Abstract 26-7A, in the amount of \$1,443.04, were presented to the Town Board for payment.

Library Abstract B

Library vouchers numbered 26-089 to 26-097, on Library Abstract 26-7B, in the amount of \$14,506.43, were presented to the Town Board for payment.

12. ZONING BOARD OF APPEALS - APPOINTMENT

(Resolution 26-____)

WHEREAS, a vacancy exists on the Town of Mendon Zoning Board of Appeals; and

WHEREAS, Adam Toy has expressed a willingness to serve and possesses the necessary qualifications to benefit the community;

NOW, THEREFORE, BE IT RESOLVED, on a motion made by Mr./Ms. _____, and seconded by Mr./Ms. _____, that the Town Board of the Town of Mendon hereby appoints Adam Toy to the Town of Mendon Zoning Board of Appeals to serve a five (5) year term, effective immediately.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

13. PROPOSAL FOR TOWN EMAIL ADDRESS CREATION FOR BOARD/COMMITTEE MEMBERS

(Resolution 26-____)

WHEREAS, the Town Board of the Town of Mendon recognizes the importance of maintaining consistent, secure, and transparent communication for official Town business; and

WHEREAS, the use of Town-issued email accounts promotes proper recordkeeping, compliance with applicable laws, and continuity of communications for Town boards and committees; and

WHEREAS, the Town seeks to provide official email addresses to members of its various boards and committees who currently do not have Town-issued accounts; and

WHEREAS, the proposed accounts will serve members of the Planning Board (4 members), Zoning Board of Appeals (4 members), Environmental Conservation Board (4 members), Historic Preservation Commission (4 members), and the Chair of the Climate Smart Communities Task Force (1 member), totaling seventeen (17) new email accounts; and

WHEREAS, the cost of each email account is \$8.40 per month per user, resulting in a total annual cost of \$1,713.60 for the seventeen (17) new accounts; and

WHEREAS, email accounts have already been established for the Chairs of the Planning Board, Zoning Board of Appeals, Environmental Conservation Board, and Historic Preservation Commission, and when combined with the new accounts authorized herein, the total annual cost for all such accounts will be \$2,116.80 to be paid from Account A1610.4; and

WHEREAS, the use of Town-issued email accounts promotes proper recordkeeping, compliance with applicable laws, and continuity of communications for Town boards and committees; and

WHEREAS, the Town Board finds that the creation of such accounts is in the best interest of the Town to support efficient operations and proper governance;

BE IT RESOLVED that a motion was made by Mr./Ms. _____, seconded by Mr./Ms. _____, and carried, that the Town Board of the Town of Mendon hereby authorizes the creation of seventeen (17) official Town email accounts for designated members of Town boards and committees as outlined above, at the annual cost of \$1,713.60 for the newly authorized accounts, and a total annual cost of \$2,116.80 for all such accounts including those previously established, to be paid from Account A1610.4.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

14. CONTINUATION OF MEMBERSHIP IN MONROE COUNTY STORMWATER COALITION - RESOLUTION

(Resolution 26-____)

WHEREAS, the Town is a member of the Monroe County Stormwater Coalition, collaborating to meet New York State DEC General Permit requirements for stormwater discharges within the Town's MS4; and

WHEREAS, the Coalition has presented a new Intermunicipal Agreement (IMA) detailing collaboration terms and an annual membership fee of \$6,273.30; and

BE IT FURTHER RESOLVED, that the Town Clerk shall forward a copy of this resolution to the Coalition to satisfy the requirement for board approval and initiate the agreement signature process.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby approves the new Monroe County Stormwater Coalition IMA, authorizes the continuation of the Town's membership, and approves the annual fee of \$6,273.30 to be paid from Account B8023.4; On a motion made by Mr./Ms.

_____ and seconded by Mr./Ms. _____, the foregoing resolution was put to a vote and duly adopted.

15. RETAINING WALL PROJECT - PROPOSAL

(Resolution 26-____)

WHEREAS, the Town requires professional landscaping and construction services for a retaining wall project located at 13 Victor Mendon Road to stop further erosion and collapse of the sidewalk in front of this property, and

WHEREAS, J Crew Landscaping, located at 7566 W Henrietta Rd, Rush, NY 14543, has submitted a proposal to complete the necessary scope of work; and

WHEREAS, the project scope includes \$22,000 for the removal of the existing wall and \$10,500 for soil installation, and an optional added amount up to \$3000 to correct and repair any impaired soil and reseeding should rain and weather wash away before seed can be established bringing the total cost of the project to be no less than \$32,500 and no more than \$35,500;

THEREFORE, BE IT RESOLVED, on a motion made by Mr./Ms. _____ and seconded by Mr./Ms. _____, that the Town Board hereby authorizes and directs the Town Supervisor to execute an agreement with J Crew Landscaping to perform the retaining wall removal and soil installation project at 13 Victor Mendon Road for a total amount not to exceed \$35,500, to be paid from B8021.4 subject to review and approval by the Town Attorney.

Adopted/Denied Mr. Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr. Voorhees AYE/NAY, Mr. Alati AYE/NAY.

16. Legal Expense

(Resolution 26-____)

Whereas the town board agreed to cap the monthly budget for legal fees to \$4,583.00 a month and, Whereas the monthly bill for May is in the amount of \$12,822.59 a motion made by Mr./Ms.

_____ and seconded by Mr./Ms. _____, to increase the monthly amount of our legal expenses by \$8239.59 for May of 2026 for a total of \$12,822.59.

Adopted/Denied Mr. Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr. Voorhees AYE/NAY, Mr. Alati AYE/NAY.

17. URGENT CARE DISCUSSION

18. MENDON GREEN LIGHTING AND SPEED LIMIT SIGNAGE - DISCUSSION

19. HR OPTIONS - ZYWAVE HOTLINE

20. SENIORS STRETCH - NONRESIDENTS - DISCUSSION

21. SEMMEL RD PARK ICE SKATING RINK - DISCUSSION

22. PUBLIC COMMENT

23. ADJOURNMENT

(Resolution 26-___)

A motion was made by Mr./s _____, seconded by Mr./s _____, to adjourn the meeting at _____ PM.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.