

**TOWN OF GENESEE  
SPECIAL TOWN BOARD MINUTES  
March 31, 2025**

Chairman Leair called the meeting to order at 8:00 a.m. Present were Chairman Leair, Town Board Supervisors Ross, Braun and Tesch. Supervisor Morris joined via phone. Also present were Administrator/Planner Herrmann, Clerk Treasurer Majeskie, Jeff Muenkel and Mark Lyons from Foth Planning Services.

**Discussion/Action – Foth Planning Services Contract**

Jeff Muenkel gave a presentation about their planning services. The Board asked questions about the rates, hours needed, days to work and the contract. After the closed session the Board revisited this topic. Tesch made a motion to approve hiring Foth Planning Services with a three-year contract, and a thirty-day notice to cancel the contract. They will work on Mondays and Wednesdays from 9-noon. If additional hours are needed the Board will meet to discuss, seconded by Braun. The motion passed 5-0.

**Discussion/Action – To proceed with prosecution of violations for Brian & Theresa Baltz W289S4736 Rockwood Trail (GNT 1538-974) and Mae Investments W302S1591 Brandybrook Road (GNT 1449-994)**

Ross made a motion to proceed with the prosecution of the violations if work – and /or requests are not completed, seconded by Morris. The motion passed 5-0.

Chairman Leair read the notice

Ross made a motion to go into closed session, seconded by Tesch. Roll call vote:

Chairman Leair aye, Supervisor Ross aye, Supervisor Morris, Supervisor Braun aye, and Supervisor Tesch aye. The motion passed 5-0. The Board went into closed session.

**CLOSED SESSION: The Town Board will enter, by roll call vote, into a Closed Session pursuant to State Statute 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, Town employees.**

Ross made a motion to go into open session, seconded by Tesch. Roll call vote:

Chairman Leair aye, Supervisor Ross aye, Supervisor Morris, Supervisor Braun aye, and Supervisor Tesch aye. The motion passed 5-0. The Board went into open session.

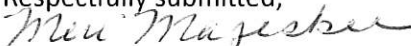
**Discussion/Action- following closed session, the Town Board will convene into open session and may take such action as it deems appropriate regarding the matter discussed in closed session**  
**The Board requested**

Ross made a motion to approve hiring Jeff Herrmann as Town Administrator and asked that Herrmann write up what his duties and job description and have Chairman Leair review it. Herrmann's hours worked each month shall not exceed 10 hours per week unless preapproved by the Town Board. He will be paid \$140.00 per hour, seconded by Braun. The motion passed 5-0.

**Adjourn**

Ross made a motion to adjourn, seconded by Braun. The motion passed 5-0. The meeting was adjourned at 9:00 a.m.

Respectfully submitted,



Meri Majeskie WCMC  
Clerk Treasurer