

A regularly scheduled meeting of the Board of Trustees was held on Tuesday, January 19, 2021 in the Village Hall. Mayor Westcott opened the meeting at 7:00 p.m. Also present were Deputy Mayor Conley, Trustee Blumrick, Trustee McAvoy, Trustee Barr, Coordinator Bobbitt, Police Chief Swick, Clerk-Treasurer VanBuren, Fire Chief Czaja, and Dan Seaman, attorney.

Clerk-Treasurer VanBuren led the Pledge of Allegiance.

There were a couple of residents in attendance as well.

A motion was made by Trustee McAvoy, and seconded by Deputy Mayor Conley, to approve the minutes of the December 21, 2020, meeting. Carried, with all present voting aye.

A motion was made by Trustee Blumrick, and seconded by Deputy Mayor Conley, to approve WWTP UV Disinfection Payment Request No. 2 in the amount of \$14,725.00 from STC Construction for shop drawings/submittals for the UV equipment as approved by Wendel Engineering. (This amount is included in the total in item 5.) Carried, with all present voting aye.

A motion was made by Deputy Mayor Conley, and seconded by Trustee Blumrick, to approve the payment of claims submitted on Abstract No. 8-20/21. General: \$78,149.16; Water: \$37,083.59; Sewer: \$12,105.41; Capital Improvement: \$14,725.00 for a Total: \$142,063.16. This figure also includes Payrolls No. 15 and 16 for weeks ending December 19, 2020, and January 2, 2021. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to authorize the following budget transfers:

TO	FROM	AMOUNT
A1640.4	A1990.4	\$ 150.76
A1910.4	A1990.4	\$ 100.00
A1950.4	A1990.4	\$ 567.95
	TOTAL	\$818.71
Carried, with all present voting aye.		

The Treasurer’s report and the General Fund Cash Flow Forecast were submitted and accepted for December 2020.

The Village Historian’s Annual Report was submitted and accepted for 2020.

The Public Works report was submitted and accepted for December 2020.

The Village and Town Police reports were submitted and accepted for the month of December 2020 and the 2020 Annual Police Report was also submitted and accepted.

The fire report was submitted and accepted for December 2020 and the Annual Financial Report for 2020 was also submitted and accepted.

A motion was made by Deputy Mayor Conley, and seconded by Trustee Blumrick, to appoint Mayor Westcott as Budget Officer for the 2021-2022 Fiscal year. Carried, with all present voting aye.

A motion was made by Trustee McAvoy, and seconded by Trustee Blumrick, to set Monday, March 1, 2021, as the due date for the February 2021 water/sewer bills since February 28, 2021, is on a Sunday. Carried, with all present voting aye.

A motion was made by Deputy Mayor Conley, and seconded by Trustee McAvoy, to appoint Ms. Kathy Kindle and Mrs. Rebecca Schweigert as election inspectors with Mrs. Christa Lutz as an alternate election inspector. The Chairperson to be appointed by Clerk-Treasurer VanBuren.

A motion was made by Trustee Barr, and seconded by Trustee Blumrick, to set the Election Inspectors compensation at \$15 per hour. Carried, with all present voting aye.

Correspondence

Clerk-Treasurer VanBuren read two notes from residents asking to have their penalties waived on their November water/sewer bills because they did not receive them on time. The Board refused to waive the penalties because a property owner is responsible for timely payments.

Old Business

Mayor Westcott and Chief Swick informed the Board about the progress the Police Reform Committee has made. The first draft of the 2021 Middleport Police Reform Plan was compiled from the results of the Police Reform survey. The committee plans on finalizing their report at their next meeting on Tuesday, February 2, 2021, and presenting it to the Board on Tuesday, February 16, 2021.

Mayor Westcott also asked Attorney Dan Seaman if Seaman Norris LLP could hold a class for the Planning and Zoning Board members of the Village on a Saturday in February. Clerk-Treasurer VanBuren will check to see if either the Town of Hartland, Town of Royalton, or the Village of Barker would be interested in participating with us.

Trustee Blumrick discussed updating the Village's Zoning Laws. He is going to research what other municipalities have in their codes to see where we can make improvements. He will also contact the attorney's office to consult with them.

New Business

Clerk-Treasurer VanBuren asked the Board to consider adding a debt service fee to the sewer billing which would help offset the nearly \$2 million in state-mandated debt that the Village has incurred at the WWTP. Attorney Dan Seaman is looking into what options the Village has, and we will discuss this further at a future meeting.

Clerk-Treasurer VanBuren inquired if the Village currently has a Fund Balance Policy. The attorney's office will help draft one.

Ms. Kathy Kindle informed the Board that the 100th Anniversary of the American Legion is this year. The Legion will be hanging a banner to commemorate the anniversary, and Ms. Kindle will be doing a window display in one of Yaze Properties' buildings on Main St.

Village Coordinator Bobbitt asked the Board to pay Gary Purser, retired WWTP operator, for 6 hours for consultation purposes at the sewer treatment plant. The Board and Attorney said to submit a voucher and they would approve it next month.

Fire Chief Czaja informed the Board that the Fire Department is applying for a grant for the purchase of equipment.

A motion was made at 7:42 pm by Trustee McAvoy, and seconded by Trustee Blumrick, to enter into Executive Session for the purpose of consultation with the Village's Attorney. Carried, with all present voting aye.

A motion was made at 8:08 pm by Trustee Blumrick, and seconded by Deputy Mayor Conley, to return to General Session.

The next regularly scheduled meeting of the Board of Trustees will be held on Tuesday, February 16, 2021, at 7 pm.

There being no other business, a motion was made by Trustee Barr, and seconded by Trustee McAvoy, to adjourn. Carried, with all present voting aye.

Meeting adjourned at 8:09 p.m.

Respectfully Submitted,

Lisa M. VanBuren
Clerk-Treasurer