

**BOARD MEETING MINUTES  
SEPTEMBER 23, 2024**

A regularly scheduled meeting of the Board of Trustees was held on Monday, September 23, 2024, in the Village Hall. Mayor Dodge opened the meeting at 7:01 p.m. Also present were Trustee LePard, Trustee Barr, Trustee Holly-Eberhard, Deputy Mayor Blumrick, Coordinator Bobbitt, Police Chief Johnson, Clerk-Treasurer VanBuren, and Tom Seaman, attorney.

Trustee LePard led the Pledge of Allegiance.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to approve the minutes of the August 15, 2024, Board meeting and the September 3, 2024, Special meeting. Carried, with all present voting aye.

A motion was made by Trustee Barr, and seconded by Trustee LePard, to authorize the M & T Bank principal payment for the WWTP Phase I capital project due on October 22, 2024, in the amount of \$63,860.00. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to authorize a budget transfer in the General Fund on Abstract 4-24/25. The budget transfer is from A1990.4 to A1440.4 in the amount of \$4,000.00. This transfer is for the engineering fee to JM Davidson Engineering. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to authorize two additional budget transfers in the General Fund on Abstract 4-24/25. The first budget transfer is from A1990.4 to A1440.4 in the amount of \$2,000.00. The second budget transfer is from A1990.4 to A3620.4 for \$250.00 for a total budget transfer amount in the General Fund of \$6,250.00. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to authorize one budget transfer in the Water Fund on Abstract 4-24/25. The budget transfer is from F1990.4 to F1950.4 for \$300.00 for a total budget transfer amount in the Water Fund of \$300.00. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to authorize one budget transfer in the Sewer Fund on Abstract 4-24/25. The budget transfer is from G8130.11 to G8120.1 for \$5,000.00 for a total budget transfer amount in the Sewer Fund of \$5,000.00. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Holly-Eberhard, to authorize payment of claims submitted on Abstract No. 4-24/25 in the amount of: General: \$121,405.79; Water: \$1,578.03; and Sewer: \$77,693.82; for a Total of: \$200,677.64. This figure includes Payroll Nos. 7 and 8. Carried, with all present voting aye.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee LePard, to approve Payroll Nos. 7 and 8 for periods ending August 24, 2024, and September 7, 2024. Carried, with all present voting aye.

The Treasurer's report was submitted and accepted for August 2024.

- The August revenue and expenditure reports were distributed to the Board.

The Public Works report was submitted and accepted for August 2024.

The Village and Town Police reports were submitted and accepted for August 2024.

Trustee Barr discussed the 2024 Summer Swim Program Report.

A motion was made by Deputy Mayor Blumrick, and seconded by Trustee Barr, to approve the following resolution:

**VILLAGE OF MIDDLEPORT  
RESOLUTION  
SALE OF SURPLUS EQUIPMENT**

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**WHEREAS**, the Village of Middleport is in possession of certain office furniture which is no longer utilized by the Village and the Village wishes to dispose of such office furniture, now therefore be it

**RESOLVED**, that a certain desk, chair and small table/stand, are determined to be surplus property for which the Village has no use, and be it further

**RESOLVED**, the Village, through the Village Clerk, Mayor and/or Village Coordinator, is hereby authorized to sell such office furniture through auction to the highest bidder, and be it further

**RESOLVED**, the Village is hereby authorized to donate or otherwise dispose of the above office furniture if no bids are received.

Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Deputy Mayor Blumrick, to set the hours for trick-or-treating from 5 p.m. to 7 p.m. on Thursday, October 31, 2024. Carried, with all present voting aye.

***PUBLIC COMMENT***

There was no public comment.

***CORRESPONDENCE***

A couple of thank you notes were read. One was from campers from Oakland, California, and the other was from cyclists that had traveled from England who were hoping to move to Ohio.

The Village Historian submitted a request to the Board asking if she could continue the Hometown Hero Banner program for 2025. The Board is in full support of this project continuing in the Village.

***OLD BUSINESS***

The Red Flag Response Letter drafted and submitted to the NYS DOT by JM Davidson Engineering, D.P.C. on behalf of the Village was read regarding the Francis Street Bridge. The Village also received an email from the NYS DOT that they have inactivated the red flag at this time. Coordinator Bobbitt will follow up with JM Davidson Engineering in the coming weeks.

Clerk VanBuren informed the Board of something she learned at NYCOM's Fall Training last week. The Village Coordinator and DPW along with the clerk's office have been diligently working on completing the Lead Service Line Inventory by October 16, 2024. I learned at training that we are also required to mail a letter to every resident that has a lead service, galvanized service, or it is unknown by November 15, 2024. This letter will be sent annually.

Clerk VanBuren reminded the Board and Department Heads that the annual Sexual Harassment training and Violence in the Workplace Training needs to be completed before the end of the year.

Trustee Barr is going to contact the Royalton-Hartland Community Library to see if they would host an information session with Cat by Cat Inc. Trustee Holly-Eberhard thought they were very informative about dealing with community cats and felt that the Village residents could really benefit from listening to their recommendations.

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**NEW BUSINESS**

Clerk VanBuren told the Board that she had received the projected invoice amounts for the New York State Local Retirement System for the Employees Retirement System and the Police and Fire Retirement System for 2025. The Village is looking at a 33 percent increase for the Employees Retirement System and a 21 percent increase for the Police and Fire Retirement System.

A motion was made by Trustee Barr, and seconded by Deputy Mayor Blumrick, to enter into Executive Session for the purpose of consultation and to discuss ongoing contract negotiations with the Village's Attorney. Carried, with all present voting aye.

Executive Session opened at 8:12 p.m.

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to return to General Session. Carried, with all present voting aye.

General Session reconvened at 8:42 p.m.

The next regularly scheduled meeting of the Board of Trustees will be held on Monday, October 21, 2024, at 7:00 p.m.

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

Meeting adjourned at 8:43 p.m.

*Respectfully Submitted,*

*Lisa M. VanBuren  
Clerk-Treasurer*