

UNAPPROVED
BOARD MEETING MINUTES
DECEMBER 16, 2024

A regularly scheduled meeting of the Board of Trustees was held on Monday, December 16, 2024, in the Village Hall. Mayor Dodge opened the meeting at 7:00 p.m. Also present were Trustee LePard, Trustee Barr, Trustee Holly-Eberhard, Coordinator Bobbitt, Police Chief Johnson, Fire Chief Ruppel, Clerk-Treasurer VanBuren, and Tom Seaman, attorney. Deputy Mayor Blumrick was absent.

Trustee LePard led the Pledge of Allegiance.

Mayor Dodge invited Brian Yaiser to the meeting so he could update the Board about the status of the properties he owns in the Village. He is currently working on three projects. One is at 6 State Street and there are two at 27 Main Street between an upstairs apartment and the store front.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to approve the minutes of the November 18, 2024, Board meeting, and the November 25, 2024, Special Meeting. Carried, with all present voting aye.

A Motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, to authorize one budget transfer in the General Fund. The budget transfer is from A1990.4 to A9055.8 for \$25.00. This is for the increase in disability insurance. Carried, with all present voting aye.

A motion was made by Trustee Barr, and seconded by Trustee Holly-Eberhard, to authorize payment of claims submitted on Abstract No. 7-24/25 in the amount of: General: \$134,349.81; Water: \$1,753.02; and Sewer: \$12,202.69; for a Total of: \$148,305.52. This figure also includes Payroll Nos. 13 and 14. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to approve Payroll Nos. 13 and 14 for periods ending November 16, 2024, and November 30, 2024. Carried, with all present voting aye.

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

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

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

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

The Fire report was submitted and accepted for November 2024.

A motion was made by Trustee Holly-Eberhard, and seconded by Trustee LePard, for the 2025 Village Election which will be held on Tuesday, March 18, 2025. The polling place will be the Village Hall, and the polls will be open from 12 o'clock noon until 9:00 p.m. Carried, with all present voting aye.

A motion was made by Trustee LePard, and seconded by Trustee Barr, to appoint Lisa M. VanBuren as Registrar and Sarah Quackenbush as Deputy Registrar for the Village. The term for each is two years, commencing January 1, 2025, and ending December 31, 2026. Carried, with all present voting aye.

A motion was made by Trustee Barr, and seconded by Trustee Holly-Eberhard, to authorize Mayor Dodge to execute the contract with Modern Disposal Service Inc. to provide a 10 cubic yard dumpster serviced weekly at the monthly rate of \$139.05. This contract is effective from December 1, 2024 through December 1, 2025. Carried, with all present voting aye.

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

UNAPPROVED
BOARD MEETING MINUTES
DECEMBER 16, 2024

Clerk VanBuren read a NYCOM Advocacy Update that she received regarding the NYS Comptroller's opinion regarding bonding for lead service line replacements by the city of Troy on private property.

Clerk VanBuren also read an email she received from NYMIR Law Enforcement Liability Advisory Committee about Officer At-Fault Vehicle Incidents. The committee offered several recommendations to all of the police departments insured by NYMIR.

OLD BUSINESS

A proposal from J.M. Davidson Engineering was presented to the Board for the repairs that are needed for the Francis Street Bridge.

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

NEW BUSINESS

Attorney Seaman informed the Board that the SLFRF (State and Local Fiscal Recovery Funds) Funds must be obligated by the end of the year. The U.S. Department defines an "obligation" as "an order placed for property and services and entering into contracts, subawards, and similar transactions that require payment." This definition is based on the *Uniform Guidance* definition of "financial obligations." There was discussion as to prioritizing an immediate need within the Village. The Board was in agreement that a new plow truck was the best use of those funds.

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to authorize the Village to direct the remainder of the SLFRF unobligated funds to be used from the revenue loss eligible use category and to authorize Coordinator Bobbitt to obligate those funds to purchase a new plow truck, flat bed for the salter, salt spreader, dump body, roll-off unit, and plow through the NYS OGS (Office of General Services) Mini Bid process. This is contingent upon receiving mini bids for said equipment and attorney approval. Carried, with all present voting aye.

Clerk VanBuren made the Board aware of a recent issue with the rental of the scout house. The family felt that the cleanliness of the scout house warranted a refund or partial refund of their rental fee because they had to clean up after someone else. Three pictures were distributed for the Board members to review. The Board did not take any action.

The Town of Hartland Town Supervisor, Peggy Zaepfel, spoke with Clerk VanBuren on Monday, December 9th. She wanted to inform the Village that due to the fact that very few residents from the Town of Hartland participated in the Summer Swim Program the past two years, the Town of Hartland would be withdrawing from the program in 2025 based on the terms of the current agreement in place. Attorney Seaman advised Mayor Dodge to reach out to Town Supervisor Zaepfel and Town of Royalton Town Supervisor Brown to see if they would both be interested in restructuring the terms of the agreement going forward.

Clerk VanBuren asked the Board if they have any objection to her closing the Village clerk's office on Thursday, December 26, 2024. The Board had no objection with the office being closed.

A motion was made by Trustee LePard, and seconded by Trustee Holly-Eberhard, to authorize Clerk VanBuren to close the Village Clerk's office on Thursday, December 26, 2024, provided that vacation days are used by both her and her deputy for the closure. Carried, with all present voting aye.

UNAPPROVED
BOARD MEETING MINUTES
DECEMBER 16, 2024

The next regularly scheduled meeting of the Board of Trustees will be held on Wednesday, January 22, 2025, at 7:00 p.m. (This meeting is on Wednesday due to the federal holiday, Martin Luther King Day, on Monday, January 20, 2025) at 7:00 p.m. in the Village Hall.

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

Meeting adjourned at 8:32 p.m.

Respectfully Submitted,

*Lisa M. VanBuren
Clerk-Treasurer*

DRAFT