

State of New York
Village of Croghan
Village Board Meeting

April 12, 2023

Mayor Julie Robinson called the regular meeting to order at 6:00 PM with the Pledge to the flag.

Attendance

Mayor	Julie Robinson
Trustees	Dawn Ashline
	Keith Bush
	Linda Nortz
	Lloyd Richardson
Clerk	Nancy Martin
Treasurer	Charlene Moser
Deputy Clerk	Liz Jones
Village Maintenance	Mitch Robinson

The meeting was held at the Village Garage

The Public hearing on the proposed budget for 2023-2024 was opened by Mayor Robinson at 6:01 pm.

Guests: Evan Lyndaker, Kenny Russell and Dustin Tooker representing the Lewis County Fastpitch Softball league. The gentlemen were present to discuss field maintenance for before and after games held at the Croghan park ball field. They also requested clay for the field. Mitch advised them he had clay available at the Water Plant in the village and arrangements will be made between them and Mitch later to get it to the field. It was also discussed about the curling of the fence and what could be done to fix it. After discussion it was decided by the board the teams will take care of maintenance and supplies will be provided by the village. The costs will remain the same at \$10.00 a game without lights and \$20.00 a game with lights. They requested an invoice be sent for games played.

There is no charge to the little league teams. After agreeing to the maintenance plan and needed clay, they left the meeting at 6:27pm.

Maintenance Report

Mitch reports he received a verbal bid for the Village septic tanks from Pomerville Septic Services again. The bid was an increase of 2 cents per gallon, from \$.17 to \$.19. The bid was received via email to Clerk Martin at 8:30pm.

Mitch obtained a rough estimate from Pate's Dirt Work for removing the wall at 9794 Main Street at the Library and setting the blocks only at a cost of \$2500.00. There will be an onsite informal look at the parking lot on Monday night for anyone to see the proposed and discussed potential changes in the area.

An EPA early warning notice was received from region 2 that the village sewer was out of compliance. The same notice was received last year and another test 6 weeks later was in compliance. Another test will be done in May/June that should be back in compliance.

Mitch advised the board of training needed he would like to attend on May 22-24, 2023. Rural Water Tech Training Workshop in Plattsburg will provide needed hours. The cost will be \$340.00, to include 2 stays overnight in a hotel at \$129.00 per night. In a Motion by Trustee Ashline, seconded by Trustee Richardson to approve attendance with all in favor.

It was noted that Fiacco & Riley, the company drilling for the power lines, are still drawing water at a cost of \$170.00 a load from the Village. An invoice has been sent by Treasurer Moser for February loads but payment has not yet been received.

Mitch advised the board there was no update on the control panel. It was expected to be complete and pending shipping last month. He will check into delay details and advise at the next meeting.

Treasurer's Report

Mayor Robinson closed the Budget Hearing on a motion by Trustee Ashline and seconded by Trustee Richardson at 7:05 pm with all in favor and so carried.

After discussion of the 2023-2024 proposed budget was approved by the board. Resolved to adopt the proposed budget as presented on a motion by Trustee Ashline and seconded by Trustee Richardson with all in favor. The Clerk issue the tax warrant to the village Treasurer in the amount of \$76,000.00 The board voted all in favor with yes: 4 and nay: 0. 2023 rate will be \$42,237, 4.568430/1000 for Town of Croghan and \$33,763.00 2.436496/1000 for Town of New Bremen.

The treasurer's report was read, Trustee Bush made a motion to accept the treasurer's report, seconded by Trustee Richardson with all in favor.

In a motion by Trustee Bush and seconded by Trustee Richardson to make any needed transfers. The following transfers will be made with all in favor.

General Fund: \$310.00 from A-1990.4 to A-1640.2
 \$51.00 from A-1990.4 to A-1910.4
 \$43.00 from A-1990.4 to A-9060.8
Water Fund: \$213.00 from F-8320.4 to F-8320.41
Sewer Fund: \$325.00 from G-8130.47 to G-8130.41

A motion to pay the bills as presented by Trustee Bush and seconded by Trustee Richardson with all in favor.

Treasurer Moser discussed the budget and budget amendment introduced as

RESOLUTION 2023-2

WHEREAS, The Village of Croghan has received Special Recreation Equipment in the amount of \$49,715.00 for the planned playground improvements. This expense is

in excess of the amounts originally anticipated during the preparation of the Budget for Fiscal Year 2022-2023.

THEREFORE, be it RESOLVED that the Treasurer is instructed to amend the Budget for Fiscal Year 2022-2023 to increase revenue for account code A-2089 Other Culture and Recreation Income from \$38,000.00 to \$49,800.00, an increase of \$11,800.00. This action will increase the total Revenue for the General Fund to \$451,700.00.

Be it further RESOLVED that the Treasurer is instructed to amend the Budget for Fiscal Year 2022-2023 to increase the expenditure amount for account code A-7140.21 Special Recreation Equipment Expense by \$11,800.00 from \$38,000.00 to \$49,800.00. This action will increase the total Expenditures for the General Fund to \$451,700.00.

Now, Therefore Be it RESOLVED, that this resolution take effect immediately.

In a motion by Trustee Bush and seconded by Trustee Richardson with all in favor to accept the Resolution as stated.

Water and Sewer relevy to village taxes was presented to the board and discussed. A total of Sewer relevies was \$5,391.57 and total of Water relevies were \$3,773.34 with a total combined amount of \$9,164.91 relieved to 2023 Village Taxes.

After review and motion carried the following bills will be paid:

General Fund #11	vouchers 234-252	\$59,280.73
General Fund #11A	vouchers 231-233	\$1475.50
Water Fund #11	vouchers 100-110	\$5497.61
Water Fund #11A	vouchers 97-99	\$1749.61
Sewer Fund #11	vouchers 70-77	\$4291.09

Clerk Report

Motion to approve the minutes of the meeting held on March 8, 2023 by Trustee Nortz and seconded by Trustee Richardson with all in favor.

Clerk Martin reported notice was received by Merry Gardens the village has been tentatively scheduled for April 18, 2023 late afternoon for the playground and May 13, 2023 early morning village park. Requesting confirmation and hourly rate has been increased to \$45.00. She will be doing the same maintenance work as was done last year. If additional work is requested or needed, advise when called. In a motion by Trustee Nortz and seconded by Trustee Ashline to schedule Merry Gardens to do landscaping and maintenance work for the upcoming season. She will be advised not to do work at the library park area as there are pending plans for that area. It was decided to ask if something can be done at the Basselin Cemetery so it can be accessed by the public. The gate needs attention so it can be opened, and possibly remain open. The ground underneath the door area is too high for the door to open, and maybe some flowers in that area will be nice as well.

The library lease was due to be signed last year and was not. The lease was reviewed and approved with the rent being \$2200.00 for a term of 2 years by Trustee Nortz and seconded by Trustee Richardson with all in favor. The lease was signed by Mayor Robinson and given to Deputy Clerk Jones to take to the library and have signed and returned to the clerk.

Summer help was discussed and an ad will be placed for part time summer help the same as last season. Deadline for applications will be the date of the next meeting on May 10, 2023.

The Croghan Fire Department contract is due, but as the regular meeting date fell on Holy Thursday, the meeting was postponed until April 23, 2023. Their books went to the accountant the first of April, so after a few weeks the budget will be ready. The roster and new budget will be gathered by the Fire Chief, and arrangements will be made for the officers to sign the Oath of Office at a later date.

The board was reminded it was time for an evaluation for Maintenance Person Mitch Robinson. Deputy Mayor Richardson advised the board the evaluation has not been completed yet, due to time constraints. It will be completed asap, but he suggested a motion to give Mr Robinson a 3% increase effective immediately. A motion was made by Trustee Nortz, seconded by Trustee Bush with all in favor and so carried.

Mayor's Report

The area by the Library/ Food Pantry was discussed at length. Due to the fact that not all board members were familiar with all details of the area, it was decided to meet there on Monday evening, April 17, 2023 at 5pm with a couple contractors to discuss options and see the area being considered for updates. No contracts will be awarded at that time and discussions will be done regarding all possible options available for the space.

The trees in the Basselin Cemetery that are hanging over the fence need to be taken care of. It will be checked by Trustee Richardson and will report back at the next meeting in May.

The parking lot at the Library and the Jail door were discussed along with the food pantry pending project. It was discussed to have the jail door set up as a photo opportunity in some capacity. It will be discussed further on-site Monday night when the area is seen by all board members.

Mayor Robinson discussed a spring village cleanup day. It was decided with the week of nice weather, most residents had done their cleanup already. Next year, it will be discussed earlier and posted in early May so it can be planned and residents will be aware in time.

A decision was made on the library repair. Deputy Clerk Jones advised the board that the library will pay for the mural if the village pays for the repairs done as part of the insurance screening. In a motion by Trustee Richardson, seconded by Trustee Bush to pay for repairs and the library to pay for the mural with all in favor and so carried.

Maintenance for the wooden park structure was discussed. All playground equipment has been received and the Croghan Lions have agreed to help with installing new equipment. It will be discussed further to set up a date to try to get some or all of it completed.

In old business, the eyesore sidewalks in the village that Mayor Robinson noted and collected were discussed. It was decided to place an ad for a Bonded Contractor to repair or replace sidewalks in the village. All interested applicants can send a letter of intent to the village including all contact information. Ad will be placed in additional publications to reach a larger audience, and to submit letters by the May 10 meeting. Further discussions will be made after receiving letters as to have current sidewalks in disrepair done or do a street-by-street repair in phases.

In reference to the sidewalks, it was discussed on whether the village will maintain the trees between the road and the sidewalks. This will be discussed further after letters of intent are received.

Trustee Report

Trustee Bush discussed the Snowmobile club. The groomer was plugged into the garage for a total of 16 hrs. In a motion by Trustee Richardson and seconded by Trustee Bush to charge the snowmobile club a fee of \$200.00 and allow the use of the garage electricity for the 2023-2024 winter season as well. All were in favor.

Adjournment

The meeting was adjourned at 8:40 PM by a motion by Trustee Richardson, seconded by Trustee Nortz. All in favor. Motion carried.

Respectfully Submitted
Nancy A Martin
Village Clerk