

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

|                     |                                  |
|---------------------|----------------------------------|
| <b>Attendance</b>   | Mayor Julie Robinson             |
| Trustees            | Bruce Widrick                    |
|                     | Keith Bush late arrival 7:05     |
|                     | Linda Nortz                      |
|                     | Lloyd Richardson                 |
| Treasurer           | Charlene Moser late arrival 6:45 |
| Deputy Clerk        | Liz Jones                        |
| Clerk               | Dawn Ashline                     |
| Village Maintenance | Mitch Robinson excused 6:20      |

The meeting was held at the Village Garage.

**Guests**

None

**Public Comment**

None

**Treasurer's Report**

The treasurers report was reviewed, Trustee Bush made a motion to accept the treasurers report, Trustee Widrick seconded, adopted-Yes 4 Bush, Nortz, Richardson, Widrick No-0. Motion approved

After review-Trustee Bush made the motion, seconded by Trustee Richardson to pay the bills as presented and carried. Yes-4 No-0

|                  |                                     |
|------------------|-------------------------------------|
| General Fund #8  | vouchers 170 to 192A for \$4,707.50 |
| General Fund #8A | vouchers 193 to 197 for \$2,623.69  |
| Water Fund #8    | vouchers 70 to 78 for \$13,232.21   |
| Water Fund #8A   | vouchers 79 to 81 for \$1,959.39    |
| Sewer Fund #8    | vouchers 58 to 65 \$1,852.66        |
| Sewer Fund #8A   | vouchers 66 to 68 \$1,973.81        |

A motion was made to accept any transfers by Trustee Widrick second by Trustee Richardson, adopted yes-4 no-0

\$32.00 from A-1440.4 to A-1460.4  
\$30.00 from A-7140.43 to A-7140.411

Amotion by Trustee Richardson second by Trustee Nortz all in favor to pass the following Resolution:

**Resolution 2022-1**

Amend 2021-2022 Budget- January 12,2022

Introduced by Treasurer Charlene Moser

**WHERE AS,** The Village of Croghan has received revenue in the amount of \$4,331.44 from County of Lewis for the NYSDOH Walkability Grant. The revenue is in excess of the amount originally anticipated during the preparation of the Budget for Fiscal Year 2021-2022.

**THEREFORE, BE IT RESOLVED** that the Treasurer is instructed to amend the Budget for Fiscal Year 2021-2022 to increase the revenue for account code A-2389 Other Home and Community Services, Other Governments from \$0.00 to \$4,331.00. This action will increase the total revenue for the General Fund to \$293,222.00.

**BE IT FURTHER RESOLVED** that the Treasurer is instructed to amend the Budget for Fiscal Year 2021-2022 to increase the expenditure amount for the account code A-8510.4 Community Beautification Contractual Expense By \$4,331.00 from \$500.00 to \$4,831.00. This action will increase to total expenditures from the General Fund to \$293,222.00.

**NOW, THEREFORE BE IT RESOLVED,** that this resolution take effect immediately.

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Treasurer Moser paid to Shelter Point the amount of \$1,054.50 for the disability insurance and paid family leave charge. The actual amount should have been \$871.98 a refund will be issued to the village from Shelter Point.

Treasurer Moser will be preparing the water invoice for the Beaver Falls Water District to be presented to the board by Mayor Robinson at a February 7,2022 meeting.

Treasurer Moser passed out W-2's to the board, Clerk, Deputy Clerk, Mayor and Mitch.

Treasurer Moser received a FOIL request from the CSEA union. The request was for records of individuals/ employees of the village that are not represented by a union. Treasurer Moser sent the information requested.

The AUD-Annual Update Document has been reviewed, usually done 60 days after the last fiscal year. The concerns brought to the treasurer's attention have been reviewed are nearly completed and rectified.

IT WAS REPORTED TO THE BOARD THAT MINIMUM WAGE HAS INCREASED FROM \$12.50 An hour to \$13.20 on 12/31/2021.

Charlene has requested of the board to bring any budget amounts the trustees would like to have put in the budget for next fiscal year.

## **Clerk Report**

A motion by Trustee Richardson seconded by Trustee Nortz to approve the minutes after corrections are made. All in favor. Yes-4 No-0 Motion carried.

Clerk Ashline notified the board that the Annual Bell Jar Gaming License has been submitted to the state for the American Legion.

## **Maintenance Report**

Mitch has reported that the generator has been set up and running.

The LED light project is almost completed. Mayor Robinson will report more on this subject during the mayor's report.

The ice rink is up and running and Jake Kennedy is doing a great job running it. He floods the rink, Zamboni's it and cleans the warming room and restrooms while monitoring the public while using it. Mitch states that he has told Jake to schedule the skating time as he sees fits between the open skating and hockey playing.

Pat Nortz has retired as part time employee but is still assisting with snow removal.

The skid steer is in the shop getting warranty repairs and they are using a loaner until the villages skid steer is fixed.

Mitch has asked the board to consider getting a bigger skid steer when it is time to either trade-in or purchase a new skid steer.

Mitch gave comparable starting wages that the Towns of New Bremen and Croghan pay their laborers. This was information for the board to consider if they were to discuss a raise for him.

Trustee Richardson has given Mitch his yearly evaluation.

## **Mayor's Report**

Mayor Robinson stated that she has received a request to sign off on the LED project as completed. Mayor Robinson stated that she did not sign off because a final walk through has not been done yet.

There was discussion as to change the light on Red Pine Lane that was not on the inventory list. After discussion a motion was made by Trustee Richardson seconded by Trustee Nortz to have the light changed. All were in favor.

It was decided that mayor Robinson will sign a substantial completion request from Wendell but will withhold 15% of the final payment once the whole project is completed.

The renewal of contract between the Town of New Bremen and Village for the annual payment to the fire department has been approved and will be signed by the mayor.

Trustee Nortz has questioned why the Croghan Fire Department does not pay for water and sewer like all the other taxpayers and businesses in the village. She feels that if they pay their other utilities why isn't water /sewer also considered a utility they are responsible for. Trustee Nortz will check with other municipalities and fire departments to see what they do/don't pay

Mayor Robinson reported that Lewis County will be putting public WIFI in three areas of the village- the library, International Maple Museum, and the Recreation Park. The county will pay a 3-year contract to have this Wi-Fi and after 3 years the village can decide whether they will take over the contract or not.

Mayor Robinson reported that the Basselin House owned by Travis Proulx has been accepted to be on the NYS historical registry and has been nominated to be inducted into the National Historical Registry. Mayor Robinson has requested that the village purchase a plaque to be placed at the Basselin House. Clerk Ashline will ask Travis Proulx if he would be interested in allowing the village to purchase and place a plaque at his home. The same has been asked for the Croghan Island Mill as they are also on the Historical Registry. Mayor Robinson will ask John Martin if the village could purchase and place a plaque at their business.

Mayor Robinson has found VCR tapes with the Lumberjack Festival on them. She would like to review the tapes and see if they would be worth converting to CD's. Trustee Richardson stated the Joe Andre can convert the tapes; he will inquire what he would charge if we went that route.

Food Truck Friday of Lewis County reached out the mayor asking if the Village of Croghan would be interested in participating with Food truck Friday on July 29<sup>th</sup> from 6-9. The Food Truck Friday of Lewis County will make all the arrangements for food trucks, entertainment, and games. They just ask that the village contribute picnic tables and garbage removal. The board approved. Someone will have to contact the county softball league to not schedule any games that evening as the board feels it will make the park too congested if there is a game that night.

Mayor Robinson and Mitch will be meeting with Kevin Townsend tomorrow January 13<sup>th</sup> to discuss and renew the village insurance policy.

### **Trustee Report**

Trustee Richardson has gotten three quotes for a new scoreboard. \$5,739 from Nevco, \$10,798 from Scoreboards Etc., \$3,782 from Daktronics. Daktronics is lower because they would be able to use the controller we already have. A motion was made by Trustee Widrick seconded by Trustee Bush to order the scoreboard from Daktronics.

Trustee Richardson will talk to Jaime Gates to see about adding Mike Lyndaker's name to the memorial plaque that is in the old scoreboard.

Trustee Bush has not had time to talk to the kids that crawled through a window at the ice rink to access the restrooms and allegedly vandalized the restrooms. He will try to talk to them within the month.

Treasurer Moser has indicated to the board since it is going to take more time to get the scoreboard and potentially not be here by the time softball starts, she has offered to pay for the replacement bulbs for the old scoreboard, so it is ready for the 2022 soft ball season. Clerk Ashline feels that it should not be up to Treasurer Moser to pay such a great expense that the village should be liable for. Charlene will check to see how long it would take to get the bulbs here before anyone pays for them.

Trustee Richardson made a motion at 8:00 PM to go into Executive Session to discuss employees pay, Trustee Widrick seconded the motion, all in agreement. Richardson-Aye, Widrick-Aye, Nortz-Aye, Bush-Aye.

Trustee Bush made motion Trustee Widrick seconded motion, all agreed Nortz-Aye, Widrick-Aye, Bush-Aye, Richardson-Aye at 8:13PM to come out of executive session.

Open session resumed.

A motion by Trustee Nortz and seconded by Trustee Bush to raise Mitch Robinson's wage to \$17.50 per hour starting the first Sunday in April 2022. All in favor. Motion passed. Widrick-Aye, Bush Aye, Richardson Aye, Nortz Aye

A motion by Trustee Nortz and seconded by Trustee Bush to raise Mitch's wage to \$17.50 per hour starting the first Sunday in April 2022. All in favor. Motion passed.

### **Adjournment**

A motion by Trustee Nortz seconded by Trustee Bush to adjourn at 8:15PM. All in favor

Respectfully submitted by  
Dawn Ashline  
Village Clerk