

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 6:35
	Linda Nortz
	Lloyd Richardson
Treasurer	Charlene Moser
Deputy Clerk	Liz Jones excused at 9:15
Clerk	Dawn Ashline
Village Maintenance	Mitch Robinson

The meeting was held at the Village Garage.

**Guests**

None

**Public Comment**

None

**Treasurer's Report**

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

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

General Fund #6	vouchers 133 to 150 for \$11,027.24
Water Fund #6	vouchers 51 to 57 for \$1,486.92
Water Fund #6A	vouchers 58 to 600 for \$1,947.26
Sewer Fund #6	vouchers 46 to 50A for \$8,682.52
Sewer Fund #6A	vouchers 51 to 53 for \$1,954.06

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

Treasurer Moser stated that the delinquent sewer bills are being relieved. Delinquent water bills could not be relieved at this time because of a law regarding Covid but says the bills can be relieved back to the taxpayers' taxes in April.

## **Clerk Report**

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

## **Maintenance Report**

On November 3, 2021 there was a water main break caused by Liberty employees running a gas line in front of the Royer residence on State Route 812. Pavement will be coming to pave over the area that was disrupted on the side of the road. CHIPs funds will be used to pay for this service. The state DOT has been contacted and informed.

The tree next to the library has been taken down by Eager Beaver Tree Service. Wood from the fallen tree will be sawed up and rough-cut boards will be used by the village for other projects.

Rough cut lumber was purchased to build frames with chain link inserts to replace the chicken wire that protected the windows in the ice rink.

Leaf pick up was a success and several village citizens thanked Mitch for doing this project. Mitch thanked the Mayor and Trustee Bush for all their help during this project. Mitch feels that the village should try to do this yearly but to not purchase our own leaf vacuum if the village of Lowville is willing to loan theirs to the village of Croghan.

There is a streetlight out near the Knight residence on Red Pine Lane. Mitch states that they will look at it when they are putting up the Christmas decorations and have the use of Tilly Kuhl's lift truck.

Mitch is also concerned that there is a streetlight out by Slider's. Trustee Richardson gave Mitch the number for Ryan Solomon owner of Amp Electric out of Constableville. Mitch is to call Solomon and get a price on the cost to replace the bulb on that light pole.

Monnat and Nortz has completed the work on their drain line that was approved by the Village Board at the October meeting.

Mitch informed the Board that we have a small trailer that the village does not use and instead of registering it every year could we sell it. Trustee Richardson made a motion Trustee Nortz second that we sell the trailer All in favor yes-4 No-0 Motion carried. The village clerk is ordered to post in the Journal and Republican the sale of the trailer by sealed bids to be received by December 1, 2021.

Meters have been read there are only a couple left to read.

The village clerk was ordered to write up and agreement for Monnat and Nortz to sign that they, and any future owners of the property, are responsible for all drain lines that drain into the village sewer system.

Tom Marriott is going to put a breaker box and outlet outside, at the back of the garage for the snow groomer to be plugged into. This will eliminate the need for plugging the groomer inside the garage and prevent access to unauthorized people.

Cell tower update- DANC is getting permits to run the fiber optics. Core samples were done. Mitch met with National Grid regarding the plan of action in wiring to the site.

Mitch has asked the board what they would like to do with the logs from the trees Verizon will have cut down to prep the cell tower site. The board will consider and come back later with thoughts / ideas.

A motion by Trustee Bush second by Trustee Widrick to hire the two applicants that were received for temporary on-call workers during snow and ice season. It was decided that the village will hire the two applicants along with the two applications that were still on file with the village. Mitch will have the two previous applicants on file, update their applications.

### **Mayor's Report**

Letters and copies of the Property Maintenance Law were sent to some taxpayers in September. The mayor has asked the board ,how we are going to enforce any of the laws for the taxpayers that are ignoring the law. The board has decided that a second letter will go out to anyone that has not followed through and corrected the individual violations. Also, the taxpayers that have corrected their violations at their property will receive a letter stating that the trustees recognize they have corrected the violation(s).

The mayor notified the board that the nodes for the new street lights were shipped on November 4<sup>th</sup>.

Casandra Buell sent the mayor a grant proposal for a Summer Concert Series. The grant requires the village to plan the series, book the musicians, supply staging and audio equipment and maintenance. The series will be held at the Basselin Mansion and will be 4-8 weeks in the summer 2022. A motion by trustee Nortz and second by Trustee Richardson to proceed with the grant all in favor Yes-4 No-0 motion passed. Trustee Nortz will take the lead for this grant.

The board discussed the hiring a new attorney to replace Attorney McArdle who is stepping down from the position. Mayor Robinson introduced the four applicants- Conboy, McKay, Bachman and Kendall LLP, Ian Gilbert, Genevieve Fidler and Larry Hassler. Much discussion was had, and it was decided by a **motion** of Trustee Bush seconded by Trustee Richardson to hire Larry Hassler. All in favor yes-4 No-0 motion passed. The mayor will notify Attorney Hassler and offer him the position. The clerk will send letters to the attorneys not picked.

The mayor asked the board if we will be opening the ice rink to the public for ice skating this winter and if so, will we be hiring workers to monitor. It was decided to advertise for monitors and see if there is any interest before making a final decision on opening the rink for skating. If the rink does open for skating it will be posted that masks will be required.

Mayor Robinson brought up the villages Code of Ethics is 51 years old and we should look at it and make changes if needed. This will be done later.

The mayor stated that there have been quite a few homes sold recently in the village and she would like to see the village give welcome letters. The letters could include information about the village. The clerk and mayor will get together and write a letter later to be approved by the trustees.

The board reviewed the Employee Handbook and made changes. The board will vote on approving the Employee Handbook at the December meeting.

The board reviewed the Rules and Procedures. Changes were made. The Rules and Procedures will be voted on for approval at the December meeting.

The clerk will pen a letter to Chad Pate notifying him that he will need to be certified for the NYS Dig certification to be able to contract with the village.

### **Trustee Report**

A motion by trustee Bush seconded by Trustee Nortz was made to purchase a new scoreboard. Yes-4 No-0 All was in favor. Motion passed. Trustee Richardson will order the board.

Trustee Nortz submitted two bids for mulch for the playground. No action was taken as it is too late in the season for purchasing the mulch. This will be revisited in the spring.

### **Adjournment**

The meeting was adjourned at 9:50PM by a motion by Trustee Richardson, seconded by Trustee Widrick. Yes-4 No-0 All in favor. Motion carried.

Respectfully submitted by  
Dawn Ashline  
Village Clerk