

State of New York  
Village of Croghan

Village Board Meeting

November 8, 2023

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

**Attendance**

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

The meeting was held at the Village Garage

Guest:

**Maintenance Report**

It was reported regarding the Media Replacement, that all 8 pits should be replaced. Contract with Lyndaker Excavating and Trucking from 2002 will be reviewed and discussed at the next meeting. Other places for media purchase will be looked into. All samples will be sent to Atlantic Testing Laboratories to be checked for specific criteria required.

Mltch reminded the Board he will be on vacation at the end of the month.

It was also reported there was an extra swing set that was not on the plans after completion of setup of the equipment at the village park. Trustee Nortz will look over the original plans to see if the swingset was indeed part of the initial order, and report back to the board.

The lift station has been ordered. It will be the station at Red Rooster and will include all components.

Mitch advised the Board that tires would need to be purchased for the pickup truck. It was discussed whether two or four tires should be purchased. In a motion by Trustee Ashline, seconded by Trustee Bush to purchase 4 tires with all in favor.

### **Treasurer's Report**

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

In a motion by Trustee Ashline and seconded by Trustee Bush to make any needed transfers. The following Transfers will be made:

\$40.00 from A-1640.41 to A-1640.42  
\$905.00 from A-1990.4 to A-5110.43  
\$227.00 from A-7140.21 to A-7140.43  
\$261.00 from A-1990.4 to A-7140.47  
\$72.00 from A-1990.4 to A-9050.8

In a motion by Trustee Nortz and seconded by Trustee Bush with all in favor to pass the following resolution.

### **RESOLUTION 2024-1**

**Amend 2023-2024 Budget – November 8, 2023**

Introduced by Treasurer Charlene Moser

WHEREAS, The Village of Croghan budgeted for a water control meter in the previous fiscal year in the amount of \$30,000.00 (F-8330.2). The equipment was not received or installed until after the end of fiscal year 2023. The village does not encumber funds, so a budget amendment is needed as follows:

THEREFORE, be it RESOLVED that the Treasurer is instructed to amend the Budget for Fiscal Year 2023-2024 to increase the revenue for account code F-Unexpended balance from \$18,016.00 to \$46,934.00, an increase of \$28,918.00. This action will increase the total Revenue for the Water Fund to \$152,580.00.

Be it further RESOLVED that the Treasurer is instructed to amend the Budget for Fiscal Year 2023-2024 to increase the expenditure amount for account code F-8330.2 Purification Equipment & Capital Outlay by \$28,918.00 from \$0.00 to \$28,918.00. This action will increase the total Expenditures for the Water Fund to \$152,580.00

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

### **Clerk Report**

Motion to approve the minutes of the October 11, 2023 meeting by Trustee Nortz and seconded by Trustee Ashline with all in favor.

Motion to approve the minutes of the October 25, 2023 Special meeting by Trustee Ashline seconded by Trustee Bush with all in favor.

After review, Trustee Bush , seconded by Trustee Ashline to present the bills to the Treasurer to pay as presented and carried.

General Fund #6	vouchers 139-150	\$4,107.40
General Fund #6A	vouchers 151-153	\$435.67
Water Fund #6	vouchers 51-58	\$15,122.93
Water Fund #6A	vouchers 59-61	\$1,695.36
Sewer Fund #6	vouchers 38-41	\$1,286.86
Sewer Fund #6A	vouchers 42-43	\$1,806.60

A video was presented to each member to watch and review on Sexual Harassment. A discussion was held about how to report with all understanding. All members of the Board signed completion of training after no questions were asked complete Sexual Harassment Training. Trustee Richardson will complete his training at the December meeting.

Rules of Procedure were reviewed with changes to be made noted. It will be adjusted and corrected and will be approved at the December meeting.

### **Mayor's Report**

Cell Tower Lease was discussed. After discussion, it was decided to continue the current lease as is.

Mayor Robinson discussed the need for a new drop box for payments, perhaps one that goes through the door into the office. Treasurer Moser agrees this will help substantially with village payments.

The cleanup on Bank Street has been initiated. Mayor Robinson put in some personal time in the project and thus far, The issue is being handled at a pace that deems no further action is needed at this point in time. It will be followed closely but the Village Board.

The RFQ ( Request for Qualifications) for the Grant on Engineering Services for Water System Projects in the village was reviewed. In a motion by Trustee Ashline and seconded by Trustee Bush to approve the application as written with all in favor.

A splash pad was discussed again. It will be put on the agenda at a later date when current village projects are underway.

The use of the smart board installed in the village office was put on hold due to Trustee Richardson being absent from the meeting, and connections were unable to be completed due to the possibility of missing cables.

The Village Attorney was discussed, and Mayor Robinson will double check on a message to see if a new Attorney will be solicited and agreed upon by the Village.

The light on National Grid Pole number 4-9 on William Street was discussed at length. Correspondence with the Town of New Bremen, National Grid, and Real Property and the Village Board regarding who's light it was to fix. It was decided the Village will take over the light and get it fixed. Clerk Martin will advise interested parties of the decision. In a vote to take over the light, a Motion was made by Trustee Bush and seconded by Trustee Ashline, with Trustee Nortz voting Nay. In this case Mayor Robinson cast a vote to agree with taking over the light and the Motion was passed.

## **Trustee Report**

## **Adjournment**

The meeting was adjourned at 8:20 PM by a motion by Trustee Bush, seconded by Trustee Nortz . All in favor. Motion carried.

Respectfully Submitted  
Nancy A Martin  
Village Clerk