

State of New York
Village of Croghan

Village Board Meeting

December 13, 2023

Mayor Julie Robinson called the regular meeting to order at 5:56 PM with the Pledge to the flag.

Attendance

Mayor	Julie Robinson
Trustees	Dawn Ashline
	Keith Bush late, arrived at 6:40
	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

Guest: Elliot Crisman and Mike Godfrey from Tri-State Drilling. 5:56 pm to 6:18pm.

Guests present were from Tri-State Drilling, LLC in reference to an invoice they received in the amount of \$15,788.86 for the cost of repairing 2 water main breaks while they were drawing water. Mr. Godfrey states he followed all procedures and has been using the same equipment, and does not feel they should be responsible for the entire bill when it cannot be proven they were at fault. They were advised by Mitch that water sale to others under the same conditions had no breaks, but a ball valve was not used by the others, and was installed by Tri State after being told not to. He requests the Treasurer's invoice be resubmitted, with all supporting data and invoices received and they will attend next month's meeting to discuss the share they should have to pay. It was agreed this will be done and will be addressed again at the January meeting.

Maintenance Report

Mitch reported that the tires are on and the truck has been inspected.

John Lehman has done a good job with the testing, and also has a CDL. He said he would be willing to help out with anything else in the village as well.

We will be in need of an ice rink monitor. An ad will be placed by the Clerk requesting anyone interested in the position to contact the Clerk for an application.

Mitch updated on the lift station waiting on parts and will probably be in March time frame. Chlorine analyzer will be in the first part of January.

Media from Paul Lyndaker for the sewer plant beds was sent to Atlantic testing labs and failed the test. Paul will take it himself to Atlantic Labs and have it tested. Mitch will contact VS Virkler & Son, Inc as well to see if they have an option that will work for the sewer beds as well.

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 Nortz with all in favor.

Payroll has not been completed as wages were not discussed prior to John Lehman starting work and it was decided that wages should be \$18.03 per hour and he will remain on the village roster as a part time employee. If Mr Lehman works at a job helping with ie: snow removal or something requiring his CDL, he will be paid at the rate of the current minimum wage.

In a motion by Trustee Richardson and seconded by Trustee Bush to make the following transfers with all in favor:

General Fund:
\$711.00 from A-1990.4 to A-1640.41

\$124.00 from A-1990.4 to A-1640.42
\$158.00 from A-7140.44 to A-7140.43
\$45.00 from A-1990.4 to A-8160.4

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

RESOLUTION 2024-2

Amend 2023-2024 Budget – December 13, 2023

Introduced by Treasurer Charlene Moser

WHEREAS, The Village of Croghan has received unmetered water sales due to the Smart NY power line project in the Croghan area. The village was able to sell water for this project, but also experienced two water breaks that seemed to be linked to the abrupt shutting of the water supply when the Smart NY company drew on the village supply. To cover this revenue and expenditure, 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-2142 Unmetered Water Sales from \$0.00 to \$15,800.00, an increase of \$15,800.00. This action will increase the total Revenue for the Water Fund to \$168,380.00.

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-8340.43 Purification Equipment & Capital Outlay by \$15,800.00 from \$500.00 to \$16,300.00. This action will increase the total Expenditures for the Water Fund to \$168,380.00

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

Past due water and sewer accounts were discussed, and all were relieved.

Invoices for the Church Softball leagues were researched, generated and billed for all scheduled games.

Clerk Report

Motion to approve the minutes of the November 8, 2023 meeting by Trustee Ashline and seconded by Trustee Ashline with all in favor.

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

General Fund #7	vouchers 154-168	\$52,040.36
General Fund #7A	vouchers 169-177	\$6,122.60
General Fund #7B	vouchers 178-179	\$1,544.53
Water Fund #7	vouchers 62-71	\$2,193.77
Water Fund #7A	vouchers 72-73	\$1,602.76
Sewer Fund #7	vouchers 44-50	\$2,222.12
Sewer Fund #7A	vouchers 51-52	\$1,544.53

Rules of Procedure were reviewed with changes made noted. In a motion by Trustee Ashline and seconded by Trustee Richardson with all in favor, motion carried, with effective date of December 13, 2023.

John Lehman started work doing testing in Mitch's absence . Employment paperwork has been obtained and forwarded to Civil Service. Trustee Richardson will present Mr Lehman with wages proposed and discuss retention and licensure going forward in a letter that will be generated by Clerk Martin.

An update was given on the damaged fire hydrant on School street from December 19, 2022. No reimbursement has been received.

Key Bank Credit Card that was closed 2 years ago that still had a charge go through, has been finalized with charges removed. Assurance was given by Key Bank that the card is indeed now closed.

The Board of Elections contacted the Clerk to state paperwork is pending for those Board members who have to run for re-election in 2024. It was advised that

Mayor Robinson, Trustee Keith Bush and Trustee Dawn Ashline will all be up for re-election.

There was also a Mr. Lonny Koons, who is running for State Assembly who contacted the clerk regarding a website called "Lewis County Cheat Sheets" he is setting up. It has information on all candidates running for office on a factual unbiased database where voters can find out information on all candidates running for office in Lewis County. He requested the Clerk get information on pending candidates. It was discussed that Mr Koons had already contacted said candidates.

The Food Pantry Contract is also up for renewal. Changes to the current contract were discussed and it was decided in a motion by Trustee Bush and seconded by Trustee Richardson with all in favor to increase the current contract to a rate of \$1200.00 per year and send it to The Croghan Food Pantry for signature.

The Lewis County Search & Rescue contract was also received and after review, it was decided to contact them and discuss the change from the 2% increase to 5%.

It was also time for re-appointment of Registrar for the Village for the Croghan for a term of 2 years. Mayor Robinson re-appointed Clerk Nancy Martin as Village Registrar for a term of 2 years beginning December 2023.

Mayor's Report

The RFQ (Request for Qualifications) for the Grant on Engineering Services for Water System Projects in the village regarding William Street was discussed. A legal issue that may arise regarding William Street and looping of the water lines as William Street is not in the Village. The Town of New Bremen has the right of way.

Mayor Robinson addressed the fence at the sewer pit. Bruce Tabolt's last contact stated he would settle for cones or caution tape. Mitch will check into it. The truck in the yard on Bank Street at the farm is now moveable and ready to toe. The corn wagon only has 3 tires but some very slow progress is being made.

Attorney change was discussed and the Rules and Procedure was updated to say the Law Offices of Collins, Hasseler & Simser Law PLLC will be Village Attorney. A letter stating the Village approved the Law Firm in the Rules of Procedure will be generated and mailed to them.

Mayor Robinson will attend a County-Wide Shared Services Property Tax Savings plan on December 20 and will be required to cast a vote. It will be reported on at the January meeting all the details discussed.

The Intermunicipal Agreement was also discussed The Hazard Mitigation Plan needs some changes made. The village is not in a floodplain and the previous Mayor and Trustee need to be removed with current ones added.

Ralph Hoch has contacted the Mayor regarding access to his land which is landlocked and he is requesting written guaranteed land access by the sewer plant. It was discussed at length, and decided no promises or guarantees will be given for access through the sewer plant road which is owned by the village.

Mayor Robinson requested a fir tree be purchased and put in the village so a tree lighting ceremony can be done every Christmas Season in the village. She has contacted Kipfers and gotten a quote for the purchase and replanting of a tree to be used. The cost would be \$432.00. In a motion by Trustee Ashline and seconded by Trustee Bush with all in favor to purchase the tree and it was decided to place it in the green space by the Library. It was further decided to have the annual official tree lighting ceremony date to be the first Saturday in December.

Trustee Report

Trustee Ashline updated the Board on the speed limit signs. These signs were ordered and still not here. The signs will be re-ordered but the prices went up so it will be looked at again and prices will be re-checked.

Trustee Nortz updated the Board on the extra swing set. Upon investigation in all paperwork received and initial orders, the swing set does indeed belong to the village as part of the initial purchase order, and will be installed in the spring by Ben Buell.

Adjournment

The meeting was adjourned at 8:55 PM by a motion by Trustee Bush , seconded by Trustee Richardson. All in favor. Motion carried.

Respectfully Submitted

Nancy A Martin

Village Clerk