

State of New York  
Village of Croghan  
Village Board Meeting

May 4, 2022

Mayor Julie Robinson called the regular meeting to order at 5.55pm with the pledge to the flag.

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

The meeting was held at the Village Garage

**Maintenance Report:**

Mitch reported 3 people have been approached about the down trees at the water plant, on Reservoir Road due to impending the cell tower. It was decided to put the logs out for public bid and if there are any questions to contact Mitch.

The Village has been approached by Mickey Fiaclo, contractor for the power line in reference to purchasing potable water and if the village can accommodate. It will be drawn from Jermen Falls to the substation at Effley at a cost of 170\$ per load. Current village water prices are .72 per 1000 gallons. After discussion and a motion by Trustee Keith Bush and seconded by Trustee Lloyd Richardson, with all in favor, motion passed with notice to be given to village residents affected at the time of drawing that elements may be stirred up. It will be drawn from the end of the line to eliminate as much issue as possible.

Mitch discussed the control panel at the water plant that needs replacing. The 2 estimates received will be contacted as they were given a few months ago, and so see if either is on state contract and are still valid. He will also see if there are County contracts that can be piggy-backed. He will update the Board at the next meeting for discussion.

Mitch returned paperwork that was given to the Clerk from Dr Thesier stating he was able to return to work without restrictions as of 4-26-2022.

It was brought to the boards attention that Mitch has been unable to get paper towels and toilet paper from Black River Paper Company to fill the dispensers the village currently has at the park. He will contact Hill & Marks and see if these items are available and an account will be set up to purchase from there.

### **Clerk Report**

The clerk reported that 2 National Grid Accounts have been charging the Village sales tax. National Grid was contacted on the error, tax exempt forms were resubmitted and National Grid states they will correct the situation and send the appropriate refund.

It was brought to the Boards attention that the newly appointed clerk needs to be added as a signer on the village accounts. In a motion by Dawn Ashline and seconded by Trustee Lloyd Richardson with all in favor to have the following as signers Mayor Julie Robinson, Clerk Nancy Martin, Treasurer Charlene Moser and Deputy Clerk Liz Jones to be listed as signers on all the village checking accounts.

The Clerk swore in newly appointed Trustee Dawn Ashline to replace Trustee Bruce Widrick who resigned his Trustee position on April 14, 2022.

Deputy Clerk Liz Jones Swore in newly appointed Village Clerk Nancy Martin to replace Clerk Dawn Ashline who resigned her Clerk position on April 14, 2022.

In a motion by Trustee Dawn Ashline seconded by Trustee Keith Bush with all in favor to accept the minutes of April 13, 2022 after tax total correction has been made.

### **Mayor's Report**

The library parking lot was discussed and Trustee Lloyd Richardson will get an updated quote.

Mayor Robinson reports the jail doors are done being powder coated by Grand Slam Fence and has returned to the Village. They will be set up in the area beside the library, possibly in a way as to be a photo opportunity for Village residents and visitors.

The LED maintenance contract was discussed at length in regards to emergency and non-routine repairs. It was approved in a motion by Trustee Linda Nortz and seconded by Trustee Keith Bush will all in favor for the mayor to sign the contract. It will be signed tomorrow, May 5, 2022.

A request by NJUNS, the National Joint Utilities Notification System was reviewed in regards to having access to all relevant information associated with the Village account so that their maintenance service can monitor modifications to the utility system. The request was signed by Mayor Robinson and the Clerk will return to NJUNS.

Differences in the Rules of Procedure and the Employee handbook will be discussed after review of said documents by Trustees at the next meeting on May 25, 2022. There appear to be contradictions between the two.

Mayor Robinson stated Ward Daily has agreed to take over as the Village Code Enforcement Officer via a Intermunicipal agreement that will be discussed at next meeting on May 25, 2022.

Mayor Robinson also advised and reminded the Board that any Volunteers who want to work in the Village are covered by the Village Insurance.

### **Trustee Report**

Trustee Dawn Ashline states that she has received nothing back in regards to the historical plaques but advises the board the deadline for the grant for purchasing the plaques is not until September 2022.

Trustee Linda Nortz updated the board on Music at the Mansion and stated Patty Stanford will be the music guest at the first week of performances. This is all made possible by a grant from the Pratt Northam Foundation. The Village has received monies to pay for the entertainment and Travis Proulx will be assisting the Village with the performances. Travis will be contacted to see what he has scheduled so far by Trustee Nortz.

Trustee Keith Bush discussed trade vs selling the skid steer. The skid steer currently has 300 hours. Trustee Bush and Mitch will get some figures on state bids and advise the board at the next board meeting on May 25, 2022.

Trustee Bush also discussed the trees in the playground area. The 4 tresses in the center he would like to have taken down and replace. All funds for the phase 2 of the playground project have been received. It was agreed upon unanimously to have the trees removed by Village maintenance with help and assistance from trustees and volunteers.

### **Treasurer's Report**

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

The bills were reviewed and, in a motion, made by Trustee Dawn Ashline and seconded by Trustee Linda Nortz to pay the bills as presented approved.

General #12	vouchers 255-265	\$4724.47
General #12A	vouchers 266-267	\$1454.05
General #12B	vouchers 268-272	\$1866.80
Water #12	vouchers 106-109	\$620.30
Water #12A	vouchers 110-111	\$107.65
Sewer #12	vouchers 101-104	\$1575.80
Sewer #12A	vouchers 105-106	\$107.65

In a motion by Trustee Lloyd Richardson and seconded by Trustee Linda Nortz to authorize any transfers if needed with all in favor.

Treasurer Moser advised the board that the end of year transfers will be sent to CD's and then will be combined for less to keep track of. She also advised the board that the ARPA report was completed and filed on April 29, 2022 on time with a submission date of April 30, 2022. These funds are all lost revenue and can now be spent on whatever the board deems necessary.

Charlene advised the board that 70% of the sewer bills are paid which is good for this time of year. Two outside village residents were sent certified letters regarding unpaid water bills. The letters stated that if bill were not paid by May 19, 2022 water will be shut off. Both return receipts have been received.

It was brought to the board's attention that the cell tower payment of \$1000.00 per month for the period of 20 years was received.

### **Adjournment**

The meeting was adjourned at 8:13 pm in a motion by Trustee Dawn Ashline and seconded by Trustee Keith Bush with all in favor. Motion carried.