

Mayor Bush called the meeting to order at 6:03pm with the pledge of allegiance.

**Attendees:**

**Mayor**

Keith Bush

**Trustees**

Dawn Ashline

April Hayes

Mitch Robinson

Kylea Goff

**Staff**

Betsy Boliver, Clerk

Liz Jones, Deputy Clerk (Absent)

Charlene Moser, Treasurer

Brandon DeLong, Village Maintenance

Travis Waldron, Village Maintenance (Absent)

**Floor/Discussion:**

There was no public comment, as no members of the public were in attendance.

**Maintenance Report:**

Brandon reported that the Town of Croghan installed the new dump truck tires along with fixing the chute on the snowblower. Towns of Croghan and New Bremen have been clearing the snow at the sewer plant. The Village Board acknowledged and expressed gratitude to the neighboring towns for their assistance in helping the village out.

The standby generator located by Red Rooster must be replaced as it is no longer operational. Generator estimates were distributed and reviewed. A **motion** was made by Trustee Robinson and seconded by Trustee Ashline to move forward with buying the standby generator from Northern Pioneer Contractors, Inc. for \$11,800.00.

Brandon distributed a list of items DEC is looking for status on and upcoming deadlines. The Board offered suggestions and assistance with reports. He will contact prior Trustee, Lloyd Richardson, to see where he left off with the sand bed replacement project.

**Treasurer's Report:**

Charlene discussed budget transfers. **Motion** by Trustee Ashline and seconded by Trustee Hayes to make the necessary transfers. All in favor.

Charlene reported 31 outstanding sewer invoices and 22 outstanding water invoices. Reminder notices will be mailed on March 1. Any accounts not paid by March 31 will be relieved to the property owner's Village tax bill.

The Beaver Falls Water District meeting was held on February 9<sup>th</sup>. Charlene discussed details of the meeting and the final bill was distributed. The charge to the District for the 2026 calendar year will be \$25,545.00.

The treasurer's report was included in the board's packet. **Motion** by Trustee Ashline and seconded by Trustee Goff to accept the treasurer's report. All in favor.

**Clerk's Report:**

**Motion** by Trustee Ashline and a second by Trustee Robinson to approve the minutes of the January 14, 2026 meeting. All in favor.

**Motion** by Trustee Hayes and a second by Trustee Robinson to pay the bills. All in favor.

Enclosed in the packet is the draft of the Bid Notice for the concession stand. The Board approved the draft and requested the septic bid be placed at the same time. The village will need to obtain a separate bid for the pumping and disposal of grease traps. The Board discussed the location of grease traps throughout Croghan and noted that one will need to be installed at Vinny's.

Liz submitted a wish list for the Library for Board discussion. Since Liz was unable to attend the meeting, Dawn will follow up with her to obtain additional details and may attend the next monthly meeting at the Library to further discuss the items.

The Pratt-Northam Director, Sarah Bullock, has notified the Village that our grant request was approved. These funds, combined with the donation from Brookfield, will cover the replacement cost of the ballfield backstop fencing.

**Mayor's Report:**

A memo from Barton & Loguidice was included in the meeting packet. The memo provides updates regarding the water project, and a copy is included at the end of these minute proceedings.

Mayor Bush reported that Mickey Dietrich from RACOG reached out regarding municipalities that may be interested in entering into an IMA for shared services of a certified water/sewer operator. Mayor Bush has requested additional information, as this arrangement may be beneficial to the Village.

The Board discussed the need for laptops for the Village Clerk and Treasurer. Mayor Bush stated he is willing to go pick them up. **Motion** made by Mayor Bush and seconded by Trustee Hayes to purchase two new laptops to conduct Village business. All in favor.

The mayor noted that other municipalities use tablets for their board meetings and is interested in exploring this option to reduce paper usage. The Lewis County Planning Department notified the Village that they were unable to secure additional grant funding to sustain the Lewis County Free Public Wi-Fi Project. Municipalities can continue offering public Wi-Fi at a monthly cost of \$287.38. **Motion** was made by Trustee Ashline and seconded by Trustee Goff to discontinue the Wi-Fi service. All in favor. Services will be terminated effective April 1, 2026. The Proposed Zoning Law was discussed, and the Board decided to table the matter for one month.

### **Trustee Reports:**

Trustee Ashline briefed the Board on her recent RACOG meeting. She spoke with Mickey Dietrich about obtaining government emails and a Village website. Their office is very busy, but they indicated they can assist with these items and will provide updates moving forward.

Trustee Robinson inquired whether the County had approached the Village about sharing water services. No one has been contacted regarding this, and the Board agreed that they would not be interested in pursuing shared water services.

Trustee Hayes is going to reach out to the Lowville ice rink regarding ice skate sharpening. She reported receiving several pavilion reservations and offered to share the Google calendar with anyone who wants access.

A **motion** was made by Trustee Ashline and seconded by Trustee Hayes for the Board to enter Executive Session at 7:31pm to discuss personnel issues.

A **motion** was made by Trustee Ashline and seconded by Trustee Robinson to exit Executive Session at 7:52pm with no action taken.

The Board discussed budget needs for the upcoming fiscal year. Charlene distributed a tentative budget for review. Key items discussed included:

- The furnace at the ice rink will eventually need replacement; Charlene will consult with Mike Monnat in the fall.
- Ice rink bathrooms require renovation, and a possible grant may help cover the costs.
- The warming room needs minor repairs, including replacement of ceiling tiles, insulation, and rubber floor mats.
- The Croghan Fire Department requested a budget increase. The Board agreed that due to numerous unplanned expenses this year, an increase cannot be accommodated but will be considered in the following year's budget.
- A water hookup is needed outside the food stand.
- A new Village truck was discussed and will be included in the budget as a potential item.

A **motion** to adjourn the meeting at 8:24 PM was made by Trustee Hayes and seconded by Trustee Robinson. All in favor.

Respectfully submitted,

Betsy Tabolt Boliver