**April 9, 2024**

At 6:47 PM, Mayor Stumpf called the meeting to order, followed by the Pledge of Allegiance.

The following were present:

John Stumpf Mayor

Mary Farrington Trustee

Brandon Stearns Trustee

Darwin Dominessy Trustee

Patricia Sherwood Trustee

Clerk Gina Maltby

**OTHERS PRESENT:** Superintendent of Public Works Daren Smith, Fire Department Chief Jeff Holmes, Rescue Squad Chris Hazeltine, residents Steve and Lori Burch, reporter Brenda Hanson and Russell Smith of Community Disposal Service.

*Clerk Maltby swore in John Stumpf as Mayor as well as Brandon Stearns and Mary Farrington as Trustees.*

# MINUTES

Trustee Sherwood, seconded by Trustee Stearns, moved suspension of the reading of the Minutes of the previous board meeting March 5, 2024 and March 21,2024 as Board members had been supplied copies. Carried. Mayor Stumpf announced that corrections and alterations would then be heard, and concluding there were none, the minutes stand approved. Carried.

**#495 PUBLIC HEARING**

At 6:47 PM, Mayor Stumpf opened the Public Hearing on the Budget. No one was in attendance from the Village requesting to speak for or against.

At 7:00 PM, it was moved by Trustee Stearns, seconded by Trustee Sherwood to close the Public Hearing on the budget.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

**#496 BID OPENING**

At 7:00 PM, Mayor Stumpf opened the sealed bids that were received for the Trash Collection Bid. A legal was placed in the Herald Courier and two (2) bids were received. Mayor Stumpf read the bids:

***Community Disposal Service:***

Total bid for June 1, 2024 to May 31, 2027 $198,608.04

Year one: $64,616.64

Year two: $66,202.68

Year three: $67,788.72

***MRC Disposal Inc.:***

Total bid for June 1, 2024 to May 31, 2027 $191,350.00

Year one: $62,215.00

Year two: $63,770.00

Year three: $65,365.00

It was moved by Trustee Dominessy, seconded by Trustee Stearns to award the Trash Collection contract to MRC Disposal, Inc.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

**PUBLIC**

Village residents Steven & Lori Burch spoke of parking issues on Stranburg.

Trustee Mary Farrington advised the Board that a mail carrier was bitten by a resident’s dog on Grove Street.

**#497 ORGANIZATION OF THE BOARD**

It was moved by Trustee Sherwood, seconded by Trustee Dominessy to approve Mayor Stumpf’s appointments and pass the following resolutions:

## APPOINTMENTS

Deputy Mayor Brandon Stearns

Village Clerk Gina Maltby

Treasurer Diane Finch

Village Attorney Peter Sorgi

Constable Wade Adsitt

Dog Control Officer Jessica Pyc

Registrar Donna Lavery

Building Inspector Christopher Lexer

Zoning Officer Christopher Lexer

Historian Jacqueline Cornwall

Keeper of the Clock Brandon Stearns

Official Depository Five Star Bank

Official Newspaper Herald Courier

Crossing Guard Jeff Holmes

Crossing Guard Kathy Norton

## RECREATION COMMITTEE

Jack Stumpf Brandon Stearns

# COMMITTEES

Fire Department Trustees Sherwood & Stearns

Legal Mayor Stumpf

Parks Trustees Farrington & Sherwood

Refuse Disposal Trustees Stearns & Dominessy

Street Lights Trustees Sherwood & Farrington

Trees Trustees Stearns & Dominessy

Hunt & Harrison

Water Department Trustees Sherwood & Stearns

 Youth Recreation Mayor Stumpf & Trustee Stearns

Building Inspector Mayor

Zoning Officer Mayor

Streets & Sidewalks Trustees Dominessy & Farrington

Constable Mayor

## ORGANIZATION MEETING RESOLUTIONS

The Board of Trustees shall meet the **first Tuesday of each month at 7:00 PM** in the Delevan Municipal Building for the purpose of conducting official business. Work Sessions to be scheduled as needed.

## INVESTMENT POLICY

The Board of Trustees of the Village of Delevan adopt the investment policy, which was passed on April 6, 1993.

## ADVANCE APPROVAL OF CLAIMS

*RESOLVED:* that the Board of Trustees of the Village of Delevan adopt the claim policy which was passed on April 3, 2001, including attendance at municipal meetings and training.

## CLAIMANTS CERTIFICATION

The Village Board will not require claimants certification signatures if there is a bill of sale or invoice (statement) for merchandise delivered to the Village.

## MILEAGE ALLOWANCE

*WHEREAS:* the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village.

*NOW THEREFORE BE IT RESOLVED*: that the Board of Trustees shall approve reimbursement to such officers and employees at the rate of 40 cents per mile.

## ESTABLISHING HOURLY RATE

The hourly rate during the 2021-2022 fiscal year is hereby established at $17.00 per hour for a part-time laborer and $15.50 for the cleaning person.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

## ANNUAL REVIEW OF PURCHASING POLICY

RESOLVED: that the Board of Trustees of the Village of Delevan adopt the purchasing policy which was passed on April 2, 2002 and amended on February 16, 2010 to include small, minority or women-owned businesses.

## ATTENDANCE AT ASSOCIATION MEETINGS

After review of the Association Meetings Policy adopted in 2001, it was agreed upon that the policy should remain the same.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

**REPORTS**

**Fire Department Chief Jeff Holmes reported there were 26 calls for the month of March:**

 **EMS CALLS** **CO DETECTOR ACTIVATION**

Village 10 Village 1

Town of Yorkshire 2

Town of Freedom 2

Yorkshire 2 **AUTO ACCIDENT**

Machias 5 Town of Yorkshire 1

 **STANDBY AUTOMATIC FIRE ALARM**

Village 1 Village 2

Also, in the other Department matters, Chief Holmes advised that the gun raffle will be taking place on April 20th; tickets are sold out. The Installation Banquet will be taking place on April 27th and the Mother’s Day breakfast will be held on Mother’s Day, May 12th. Large pumper will be going to Tonawanda around the 22nd for repairs. Not sure what the cost will be. Smaller engine has spring issues that will be repaired. Both will have pump test done while at repair facility. A Medicare specialist will be coming to inspect the building and ambulances.

**#498 FIRE DEPARTMENT APPLICATION FOR REBECCA GRIMMELT**

Moved by Trustee Dominessy, seconded by Trustee Sherwood, to approve the application for Rebecca Grimmelt to the Delevan Volunteer Fire Company.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

**Superintendent of Public Works Daren Smith reported the following:**

1. Had issues with heater in truck bays. Contacted Crabb, was given two contractors to call.
2. Blower has been fixed. Had problems with hot water tank staying lit. Pipe was rotted out and changed.
3. Had to fix new elbow that was put on twice now.
4. Roof leaking in different spots; almost fell through in one spot. Will have to be addressed this upcoming summer and will investigate further.
5. Started brush chipping this week. Worked on cleaning up downed tree at cemetery yesterday. Later in week, Town will be assisting in removing another tree that came down.
6. Meeting with resident next week to try to find water leak. Resident is aware she has plumbing issues.
7. Heard Crosby’s will be switching to 24 hours in the next upcoming weeks.

**Clerk Gina Maltby reported the following:**

1. Prepared Vouchers and Abstract
2. Cash receipts provided to each board member
3. Will be reaching out to MRC to obtain appliance pickup date
4. Will be waiting one month before delivering more garbage stickers to Crosby’s as they had a large accumulation of them to sell.
5. No parking tags were issued in the month of March.
6. Did records management training last week and will be having it again.
7. $15,244.50 currently remains in unpaid water.

**COMMUNICATIONS**

1. A free rabies clinic will be held on Saturday, May 4, 2024 at the County DPW Garage in Little Valley.
2. Clerk Maltby informed the Board that a technician with the USDA stopped and dropped off a Property Access Request form:

**#499 AUTHORIZE MAYOR TO SIGN PROPERTY ACCESS REQUEST**

Moved by Trustee Sherwood, seconded by Trustee Stearns, to authorize Mayor Stumpf to sign the Property Access Request form received from USDA. The form authorizes the USDA to place box tree moth and European cherry fruit fly traps within the Village of Delevan.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

**UNFINISHED BUSINESS**

1. Clerk Maltby informed the Board that Joyce Koch provided an update on the Easter egg hunt that was held: 105 kids attended and all went well.
2. Fire Department Chief Holmes offered to look into ordering a badge for Village Constable. Will update.
3. Clerk Maltby advised that RFQ legal was placed in the Herald Courier on sewer project.

**NEW BUSINESS**

1. Election inspector pay:

**#500 SET VILLAGE ELECTION INSPECTOR PAY**

Moved by Trustee Stearns, seconded by Trustee Sherwood, to set the Village election Inspector pay at $15.00 per hour for Inspectors who worked the March 19th , 2024 Village election.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

1. A National Grid remittance in the amount of $2,077.55 was received (up $18.66 from last year).
2. A National Fuel remittance in the amount of $ 662.39 was received (down $1,806.08 from last year).

**#501 RESOLUTION TO ADOPT THE 2024-2025 BUDGET**

The following resolution was moved by Trustee Stearns, seconded by Trustee Sherwood:

WHEREAS: The Tentative Budget for the year 2024-2025 has been presented to the Board and an advertised Public Hearing was held.

NOW THEREFORE BE IT RESOLVED: that the said tentative budget be and is hereby adopted as the budget of the Village of Delevan for the year 2024-2025 with a tax rate of 19.679600 mils per thousand.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye.

5 ayes, 0 nays, 0 absent. Carried.

# PAY CLAIMS

The bills for the previous month of March were presented and audited. It was moved by Trustee Dominessy, seconded by Trustee Stearns, to make payment of $18,683.85, Abstract #011, $17,347.24 in General Fund Claims and $1,336.61 in payment of Water Fund.

Trustee Dominessy aye, Trustee Farrington aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye. 5 ayes, 0 nays, 0 absent, Carried.

**ADJOURNMENT**

At 8:24 PM it was moved by Trustee Dominessy, seconded by Trustee Stearns to adjourn. Carried.

Village Clerk Gina Maltby