**REGULAR BOARD MEETING OF THE VILLAGE OF ANGELICA BOARD OF TRUSTEES**

**October 17, 2022**

**HELD AT THE ANGELICA GRANGE**

**BOARD PRESENT**-**CALL TO ORDER:** Mayor: Robert Claypool, Trustees: Robert Perry, Todd Haggstrom, Craig Miller

**EMPLOYEES PRESENT**: Mackenzie Marsh, Archie McRae, Heath Gordon, and Michael Trivisondoli

**VISITORS PRESENT:** David Haggstrom, Don Ash, Bob Budinger, Joshua Ford

Mayor Claypool called the regular meeting to order at 7:00 pm.

Trustee Haggstrom motioned to approve the minutes from the regular board meeting as submitted held on September 18, 2022 and special meeting held on September 21, 2022 as submitted– second Trustee Perry – Perry-Aye, Haggstrom-Aye, Miller-Aye, Claypool-Aye – carried.

**PUBLIC COMMENT**

**EMPLOYEES REPORTS**

**Archie McRae – Water Department**

* Mowing and trimming fields/shop/spring/res; Seasonal turn ons; Meter change outs; Mowing/string trimming; Hydrant Flushing; Water class; Service line inspections; Helped the streets department with shoulder work; Seasonal Shut offs; Building Maintenance;
* Normal monthly duties – daily, monthly & quarterly samples, Meter Read/Re-Reads; UFPO’s, Mowing, Truck & Equipment Maintenance
* Upcoming Work Schedule –Normal Monthly Duties; Meter changeouts; Meeting with the engineer, vehicle maintenance; Seasonal shut offs; clean up tractor and zero turn for season

**Heath Gordon – Electric Department**

* No hydro reduction November 2022; Hyland Power Project; Changed out street lights; Substation project; Outage – Jacob Hill; Changed meters; Trimmed and mowed; Pulled neutral on Center Street; Running and tying neutrals; Generator waiting on gas hook up; Attended pole top rescuing; New 3 phase service at Hyland; Mike went to school; Mike and Elwyn both had COVID; Fixed zero turn mower; Broken neutral on Olean Street
* Normal monthly duties – Meter Re-Reads, meter replacements; inventory; work orders; UFPO, Vehicle/Equipment Maintenance; mowing/building maintenance; street lights; customer service
* Upcoming Work Schedule –­ Normal monthly duties; Substation project; Neutral; Meter testing; Hyland project; Finish transferring wires over on center street

**Michael Trivisondoli – Street Department**

* Sidewalk on Mechanic Street; Broom High Street as needed; Pipe replacement on Horner; New employee is working; Can not find signs that correlate with old signposts

**Matthew Heller – Police Department**

* Submitted NYDCJS; Review budget information to remain within budget and prepare tentative October schedule; Sent stats and web page updates to Sara; Worked on Community Policing Event for Halloween Night

**Justice Department**

* September 2022 Report and Bank Reconciliation $734.00

**Mace (Code Enforcement)**

* None

**Mackenzie Marsh – Clerk/Treasurer Department**

* **September 2022 Reports:** Certified Payroll, E/W Adjustments, June, July, August Operating Statements, Open Balance Report E/W

**OLD BUSINESS**

**NEW BUSINESS**

**Resolution (#04-1022) 21-22 Budget Amendment –** Offered by Trustee Haggstrom and seconded by Trustee Perry – Due to no full audit of FYE May 31, 2022, the Board of Trustees amends the 2021-2022 general fund budget as follows: The interfund transfer (2831) from Retirement Reserve is amended to Zero (0).

Roll Call Vote: Perry-Aye, Haggstrom-Aye, Miller-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

**Resolution (#05-1022) Standard Work Day Resolution for Employees –** Offered by Trustee Perry and seconded by Trustee Haggstrom – Be it resolved, that the Village of Angelica, location code 40405, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees’ Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body.

Roll Call Vote: Perry-Aye, Haggstrom-Aye, Miller-Aye, Claypool-Aye

The Mayor therefore declared the resolution duly adopted.

**CLAIMS**

Trustee Haggstrom motioned to approve the **general fund** claims in the amount of **$9,985.52 -** second Trustee Miller – Perry-Aye, Haggstrom-Aye, Miller-Aye, Claypool-Aye – carried.

Mayor Claypool motioned to approve the **electric fund** claims in the amount of **$14,611.87** – second Trustee Perry –

Perry-Aye, Haggstrom-Aye, Miller-Aye, Claypool-Aye – carried.

Trustee Haggstrom motioned to approve the **water fund** claims in the amount of **$1,456.34** – second Trustee Miller –

Perry-Aye, Haggstrom-Aye, Miller-Aye Claypool-Aye – carried.

With no further business to discuss, Trustee Miller motioned to adjourn at 8:20 pm – second Trustee Haggstrom – Perry-Aye, Haggstrom-Aye, Miller-Aye, Claypool-Aye – carried.

Respectfully Submitted,

Mackenzie Marsh

Clerk-Treasurer