**April 5, 2022**

At 7:00 PM, Mayor Stumpf called the meeting to order.

The following were present:

John Stumpf Mayor

Trustee Patricia Sherwood Trustee

Trista Reisdorf Trustee

Brandon Stearns Trustee

Darwin Dominessy Trustee

Clerk Marcia Lexer

**OTHERS PRESENT:** Superintendent of Public Works Daren Smith, 1st Assistant Jeff Holmes, EMS Captain Chris Hazeltine and Arcade Herald reporter Anderson Miles.

# MINUTES

Trustee Reisdorf seconded by Trustee Dominessy moved suspension of the reading of the Minutes of the previous board meetings of February 8, 2022, March 1, 2022 and March 15, 2022 inasmuch 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.

# #374 PUBLIC HEARING

At 7:00 PM, Mayor Stumpf opened the Public Hearing on the Budget. No one was in attendance from the Village requesting to speak but reporter Anderson Miles questioned the Recreation portion of the budget.

At 7:13 PM it was moved by Trustee Stearns, seconded by Trustee Sherwood to close the Public Hearing on the budget.

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

**#375 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 Patricia Sherwood

Village Clerk Marcia Lexer

Treasurer Diane Finch

Village Attorney Peter Sorgi

Constable Joseph Neamon

Dog Control Officer Joseph Neamon

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 Arcade Herald, Inc.

Crossing Guard John Perrington

Crossing Guard Kathy Norton

## RECREATION COMMITTEE

Jack Stumpf Brandon Stearns

# COMMITTEES

Fire Department Trustees Sherwood & Stearns

Legal Mayor Stumpf

Parks Trustees Reisdorf & Sherwood

Refuse Disposal Trustees Stearns & Dominessy

Street Lights Trustees Sherwood & Reisdorf

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 & Reisdorf

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 2022-2023 fiscal year is hereby established at $14.25 per hour for a part-time laborer and $13.90 for the cleaning person.

## 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, Trustee Reisdorf aye, Trustee Sherwood aye, Trustee Stearns aye, Mayor Stumpf aye. 5 ayes, 0 nays, 0 absent. Carried.

# REPORTS

**Fire Department report presented by 1st Assistant Jeff Holmes:**

**EMS CALLS** **STRUCTURE FIRES**

Village 19 Yorkshire 01

Town of Yorkshire 05 Machias 01

Yorkshire 01 **AUTO ACCIDENTS**

 Village 01

 Yorkshire 01

There were 29 calls for the month of March. The Election Nomination list was presented.

Fire Department Applications were presented for Gina Wright and Kevin Woloszyn.

**#376 FIRE DEPARTMENT APPLICATIONS**

It was moved by Trustee Dominessy, seconded by Trustee Reisdorf to approve the applications of Gina Wright and Kevin Woloszyn.

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

Mayor Stumpf said that every board member received a letter of fire department members’ concerns. Discussion ensued about answering calls and the low turnout rate.

**#377 BALLOT**

The 2022 Fire Department Elections List was presented to the Village Board

It was moved by Trustee Stearns, seconded by Trustee Reisdorf to approve the Ballot.

Trustee Dominessy, Trustee Reisdorf 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. Plowing – backed off on some plowing due to turning to ice
2. Patching holes
3. Filled in for both crossing guards
4. Four signs need replacing
5. List for brush pickup – starting 04/25 – twice a month; second Monday of every month
6. Water – finished reading meters in pits that thawed
7. Water meters in vacant building, froze and broke
8. Sent agreement to Master meter; checking on whether they will replace frozen meters.
9. Received application for Water tap (Fleck) $500 tapping fee

**#378 WATER TAP**

It was moved by Trustee Stearns, seconded by Trustee Sherwood to approve the tap for Fleck’s at $500.

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

**Clerk Marcia Lexer reported the following:**

1. Prepared Vouchers and Abstract
2. Cash receipts provided to each board member
3. Delivered trash stickers to Crosby’s
4. Working more in the office to get everything caught up after being off work
5. Returned taxes received $5721.69
6. Delinquent water – will not be putting them on taxes due to not having all the water meters read.

**NEW BUSINESS**

1. New Water billing – $32326.65, past due water of $17679.49 plus penalties of $2314.86, and past due other of $2251.85; new other of $2848.00 and Grove street of $468.70.
2. Meeting Room – discussion ensued, tabled until next month’s meeting.
3. Budget

**#379 RESOLUTION TO ADOPT THE 2022-2023 BUDGET**

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

WHEREAS: the Tentative Budget for the year 2022-2023 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 hereby is adopted as the budget of the Village of Delevan for the year 2022-2023 with a tax rate of 18.891602 mils per thousand.

Trustee Dominessy aye, Trustee Reisdorf 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 Stearns seconded by Trustee Sherwood to make payment of $21,719.99 Abstract #11, $19,628.74 in General Fund Claims and $2,091.25 in payment of Water Fund Claims.

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

**ADJOURNMENT**

At 8:15 PM it was moved by Trustee Dominessy, seconded by Trustee Reisdorf to adjourn. Carried.

Village Clerk Marcia Lexer