

**Regularly Scheduled Village of Little Valley Board Meeting  
Held at the Municipal Building**

**April 26, 2022**

**PRESENT:** Mayor James Bowen, Trustee Raymond Hughes, Trustee Rory Mosher, Trustee Todd Palmatier, Public Works Superintendent Robert Young Building & Zoning Code Officer John Helgager, Clerk Treasurer JoElla Emborsky

**ABSENT:** Trustee Jillian Koch

Mayor James Bowen called the regularly scheduled meeting to order at 7:00 PM

**Approval of Minutes:**

**MOTION #132, 2021-2022**

Motion made by Trustee Mosher, seconded by Trustee Hughes, to approve minutes of April 12, 2022 meeting. **SO MOVED, RESOLVED.**

**AYES:** Mayor Bowen, Trustee Hughes, Trustee Mosher, Trustee Palmatier

**NAYS:** NONE

**ABSENT:** Trustee Koch

**GUEST:**

**MAYOR:**

**OLD BUSINESS:** Items from the Village Attorney's meeting has been tabled again. Some of the General Codes hasn't been updated yet. Still need to add operating permits, zoning laws, and marijuana laws.

**NEW BUSINESS:** Mayor Bowen has appointed Florence Steinbroner to the Zoning Board of Appeals to fill the vacant position.

Public Hearing for all fund budgets will be Thursday, April 28, 2022, at 7:00 PM.

**MOTION #133, 2021-2022**

Motion made by Trustee Hughes, seconded by Trustee Palmatier, to have the Public Hearing on Thursday, April 28, 2022, at 7:00 PM. **SO MOVED, RESOLVED.**

**AYES:** Mayor Bowen, Trustee Hughes, Trustee Mosher, Trustee Palmatier

**NAYS:** NONE

**ABSENT:** Trustee Koch

**PUBLIC WORKS SUPERINTENDENT:** The Wastewater Treatment Plant needs to purchase a new manual to be in compliance with the Department of Environmental Conservation (DEC). Barton & Loguidice will write up this manual per the DEC requirements.

**MOTION #134, 2021-2022**

Motion made by Trustee Palmatier, seconded by Trustee Hughes, to purchase the manual to be in compliance with the DEC. **SO MOVED, RESOLVED.**

**AYES: Mayor Bowen, Trustee Hughes, Trustee Mosher, Trustee Palmatier**

**NAYS: NONE**

**ABSENT: Trustee Koch**

**TRUSTEES:**

**Trustee Jillian Koch:**

**Trustee Ray Hughes:**

**Trustee Rory Mosher:**

**Trustee Todd Palmatier:** Reminding everyone that the non-union contract negotiations need to be completed before June 1, 2022. Would like to excuse himself from the Public Works and Streets Superintendent's contracts.

**CLERK TREASURER:** Presented the Electric write-offs in the amount of \$5,585.27. If a customer's balance is above \$100, we can take to court to get that money. Otherwise, it goes in arrears.

**MOTION #135, 2021-2022**

Motion made by Trustee Palmatier, seconded by Trustee Mosher, to pursue the electric write-offs. **SO MOVED, RESOLVED.**

**AYES: Mayor Bowen, Trustee Hughes, Trustee Mosher, Trustee Palmatier**

**NAYS: NONE**

**ABSENT: Trustee Koch**

We need to adopt the Water Project's estimated revenues and expenditures of the \$4.3 Million.

**MOTION #136, 2021-2022**

Motion made by Trustee Palmatier, seconded by Trustee Hughes, to adopt the \$4.3 Million Water Project's estimated revenues and expenditures. **SO MOVED, RESOLVED.**

**AYES: Mayor Bowen, Trustee Hughes, Trustee Mosher, Trustee Palmatier**

**NAYS: NONE**

**ABSENT: Trustee Koch**

Senior Account Clerk Frank has been in contact with ACME Business to see if they would like to be the new Information Technology (IT) contact for the Village. ACME Business has provided their certifications and is willing to provide us a game plan to be in compliant with State and Federal policies. ACME has provided a sales quote on the cost of performing a technology posture assessment.

**MOTION #137, 2021-2022**

Motion made by Trustee Hughes, seconded by Trustee Palmatier, to have ACME Business perform the technology posture assessment for the Village. **SO MOVED, RESOLVED.**

**AYES: Mayor Bowen, Trustee Hughes, Trustee Mosher, Trustee Palmatier**

**NAYS: NONE**

**ABSENT: Trustee Koch**

**BUILDING & ZONING CODE ENFORCEMENT:** BCEO Helgager has completed 5 out of 37 fire inspections. Fifteen notices have been mailed out on April 20, 2022. Two orders of remedy have been mailed out as well. Ten orders of remedy will be issued this week for the fire code inspections. Five open building permits, one demolition permit, six permits to follow up on for new porches and decks.

**PAY BILLS AND APPROVE PAYROLL REPORTS:**

Clerk Treasurer Emborsky presented the payrolls for April 20, 2022, and accounts payable printouts for the board's approval. She also had the board review the vouchers listing for each fund and sign for their approval. The vouchers to be approved for payment are as follows:

	<b><u>04/13/22 through 04/26/22 ACCOUNTS PAYABLE</u></b>		
<b><u>CHECKS:</u></b>	General Fund	#6863-6870	\$1,062.60
	Electric Fund	#6750-6764	\$93,350.91
	Sewer Fund	#4790-4796	\$1,404.03
	Water Fund	#4919-4926	\$606.54
	Trust Fund	#3955	\$1,144.34

<b><u>Payroll Ending 04/20/22</u></b>		
	Payroll Fund	\$0.00
	Direct Deposit	\$24,740.04
	Trust Fund	#3951-3954 \$21,277.92

**MOTION #138, 2021-2022**

Motion made by Trustee Palmatier, seconded by Trustee Hughes, to pay the bills and payroll as presented. **SO MOVED, RESOLVED.**

**AYES: Mayor Bowen, Trustee Hughes, Trustee Palmatier, Trustee Mosher**

**NAYS: NONE**

**ABSENT: Trustee Koch**

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

**MOTION #139, 2021-2022**

Motion made by Trustee Mosher, seconded by Trustee Hughes, to adjourn meeting at 7:35 PM. **SO MOVED, RESOLVED.**

**AYES: Mayor Bowen, Trustee Hughes, Trustee Palmatier, Trustee Mosher**

**NAYS: NONE**

**ABSENT: Trustee Koch**

Respectfully Submitted,

*JoElla Emborsky*

JoElla Emborsky  
Clerk Treasurer

