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

 **FEBRUARY 20, 2024**

**HELD AT THE ANGELICA GRANGE**

**BOARD PRESENT**-**CALL TO ORDER:** Mayor Robert Claypool, Trustees: Robert Perry, Linda Cash Absent: Craig Miller

**EMPLOYEES PRESENT**: Melissa Carr, Heath Gordon, Chad Mullen, Josh Ford, Michael Trivisondoli

**VISITORS PRESENT:** James Ruslnar, A Bruton-Winterfeldt, Dave Haggstrom

Mayor Claypool called the regular meeting to order at 7:02 pm. Trustee Perry motioned to open, second by Trustee Cash

Trustee Perry motioned to approve the minutes from the regular board meeting as submitted held on January 16, 2024– second Trustee Cash– Perry-Aye, Claypool-Aye, Cash- Aye – carried.

**PUBLIC COMMENT**

Street Clock Maintenance will possibly be taken over by Nate Jeffers.

**EMPLOYEES REPORTS**

**Archie McRae – Water Department**

* No Report Submitted

**Heath Gordon – Electric Department**

* Changed out street lights to LED; Setting Poles behind businesses on Main Street for Secondary Project – will continue as weather cooperates; WAGA Energy gas to gas engineering; Coordination study and programming on reclosers is up in the air as the engineer has left the company; 2 gloves have arrived; removed large white pine tree at Village office, Electric Dept Office is being painted soon to move in– catching up on damage caused January 9th storm, cut big maple on Elizabeth; rotated speed sign on Jouncy Bridge for PD.
* Normal monthly duties – Meter Re-Reads, meter replacements, inventory; work orders, UFPO, Vehicle/Equipment Maintenance; mowing/snow plowing/building maintenance; tree trimming; customer service
* Upcoming Work Schedule –­ Normal monthly duties; Substation project - Neutral, Meter testing, Hyland project gas to gas, electric charging station, grounding poles for conversion, secondary work through backyards on Main Street; replacement poles in backlots of Main Street

**Michael Trivisondoli – Street Department**

* Snow removal/ Salting streets and sidewalks; Tree removed on Allegany Ave; Street Sweeper will go in March to repair the hopper $5,000.00 to repair rust holes, equipment maintenance, signs are in to replace damaged signs

**Chad Mullen – Police Department**

* Submitted NYDCJS required reports, budget information prepared, worked with McKnight to transfer programs to OIC, worked with NYSP regarding reports for the damaged sign, arranged for Officer Rounds and McKnight to check on address on Mechanic street for pending legal issue. SORA registration – 1 Traffic Stops – 2 Property checks – 12 Radar – 4, Talked with Officer Little regarding possible retirement changes.

**Joshua Ford – Fire Department**

* Installation of LED’s, SCBA Inspections, Turn out gear, SCBA and equipment, Training on UTV and light rescue truck, new battery operated hydraulic Amkus spreader tool ordered, moved trucks to town barns for Paul Robbins benefit, monthly hose company meeting, order placed for wildland clothing. Fire – 2 Hazardous Conditions – 10 MVA – 2; Traffic Control – 1; Special Assignment – 1; Medical Assist – 4; Landing Zone: 1 Total Calls – 20

**Justice Department**

* January 2024 Report and Bank Reconciliation $756.00

**Melissa Carr – Clerk/Treasurer Department**

* **January 2023 Reports:** Balance Sheets, Certified Payroll, E/W Adjustments, Journal Entries, Operating Statements, Open Balance Report E/W; Mace report included

**MAYOR BUSINESS –**

Mayor announced the Grand Opening of the gas station at 8:00am on February 27, 2024. Ted Dansen is to be in attendance and will be interviewing the Mayor for a documentary on Angelica.

Trustee Cash motioned to appoint Dave Flemming to vacant Trustee position on Village Board of Trustees, second Trustee Perry – Perry-Aye, Claypool-Aye, Cash- Aye – carried.

Trustee Cash motioned to appoint Josh Shannon to vacant Chairperson position on Village Planning Board, second Trustee Perry – Perry-Aye, Claypool-Aye, Cash- Aye – carried.

Trustee Cash motioned to transfer $4,899.00 from fund balance to Clerk-Treasurer contractual to use for grant writing services, second Trustee Perry – Perry-Aye, Claypool-Aye, Cash- Aye – carried.

**OLD BUSINESS**

**NEW BUSINESS**

**Resolution (#26-0224) – Creation of MEO Position** – Offered by Trustee Perry to create the position of Motor Equipment Operator in the Streets Department, second by Mayor Claypool. – Perry-Aye, Claypool-Aye, Cash- Aye – carried.

**Resolution (#27-0224) Budget Amendment/Transfer** – Offered by Trustee Perry motioning to transfer $8,0000.00, originally approved for $26,000.00 in October 2023, from the General Fund Equipment Reserve account (230.01.000.91) to the General Repairs Equipment account (51102.1.0.0) for the purchase of the Street Sweeper in the Streets Department, second by Trustee Cash – Perry-Aye, Claypool-Aye, Cash- Aye – carried.

**Resolution (#28-0224) – Revision of Employee Benefit Agreement**– Offered by Trustee Cash, to revise the sick leave policy to require a doctor’s note after 3 consecutive days of sick leave, second by Trustee Perry. – Perry-Aye, Claypool-Aye, Cash- Aye – carried

**Resolution (#29-0224) – To Purchase New Billing Software**– Offered by Mayor Claypool, to purchase new billing software in the amount of $5,143.00 from El Dorado, as well as a budget transfer from Covid Funding to the Clerk-Treasurer Contractual expense account 13254.1.4.0 , second by Trustee Perry. – Perry-Aye, Claypool-Aye, Cash- Aye – carried

**CLAIMS**

Trustee Perry motioned to approve the **general fund** claims in the amount of **$18,935.23-** second Mayor Claypool- Claypool-Aye, Perry-Ay, Cash-Aye– carried

Trustee Cash motioned to approve the **electric fund** claims in the amount of **$82,750.49**– second Trustee Perry - Claypool-Aye, Perry-Aye, Cash-Aye– carried

Mayor Claypool motioned to approve the **water fund** claims in the amount of **$8,556.57** – second Trustee Perry

- Claypool-Aye, Perry-Aye, Cash-Aye– carried

With no further business to discuss, Trustee Perry motioned to adjourn at 7:56 pm – second Trustee Cash - Claypool-Aye, Perry-Aye, Cash-Aye– carried

Respectfully Submitted,

Melissa Carr

Clerk-Treasurer