

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

**JANUARY 17, 2017**

**HELD AT THE ANGELICA GRANGE**

**BOARD PRESENT-CALL TO ORDER:** Mayor Michael Trivisondoli, Trustees: Robert Claypool, Robert Perry, Holly Grusendorf and Jane Tylenda

**EMPLOYEES PRESENT:** Karen Herdman, Heath Gordon, Christopher Baker, Archie McRae and Kevin Demick

**VISITORS PRESENT:** Tracy Cassidy and David Haggstrom

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

**MAYORAL APPOINTMENTS** – Mayor Trivisondoli appointed Jane Tylenda to fill the vacancy on the board caused by the vacancy of Trustee Linda Warner. Mayor Trivisondoli appointed Trustee Robert Claypool as Deputy Mayor.

Trustee Claypool motioned to approve the minutes from the from the regular board meeting held on December 19, 2016 and the special meeting held on January 13, 2017 as submitted – second Trustee Perry – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisondoli-Aye – carried.

### **PUBLIC COMMENT**

**WINTERFEST 2017** – John Hecker reported that because of insurance issues they cannot continue with the planning of winter fest in the park this year.

**CIVIL WAR WEEKEND 2017** – Getting started on fund raising for event.

### **EMPLOYEES REPORTS**

#### **Chris Baker – Water Department**

- Ordered and received new chlorinator; annual nitrate sample done; purchased Honda generator; have had a lot of issues with the batteries at the Swift Rd – repeater site not staying charged through the solar panels – not sure if weather related or battery issues – will look further into; plowing and shoveling; located water services; attending water school January 30<sup>th</sup> and February 25<sup>th</sup>; water count is up some – will be looking for leaks; this coming month will listen for leaks and locate more service shutoffs ; normal monthly duties – testing, meter reading shut offs, UFPO's etc.

#### **Heath Gordon – Electric Department**

- No hydro reduction for February 2017; street lights; changed out meters at a couple locations; hooked up a couple new services – County Rd 16 and trailer park; removed Christmas lights; worked on quote with O'Connell Electric for substation – working with another company Tech Firm for a quote, meeting with them on the 23<sup>rd</sup> – will get another quote also; low voltage occurred on January 4<sup>th</sup> due to RG&E losing their transmission line at the Houghton Substation and National Grid could not handle the load; this coming month going to focus mostly on the substation and tree trimming; normal monthly duties – inventory, work orders etc.

#### **Kevin Demick – Street Department**

- Routine winter routine winter snow removal around village; moving and hauling snow away from streets and parking areas as needed; hauling sand; salt usage normal; checking and making sure drain inlets and ditches are open – no significant damage from melting snow or water runoff at this time; tree and brush trimming; maintenance on Fire Department vehicles.

#### **Matthew Heller – Police Department**

- Submitted NYDCJS required reports; payroll preparation; report review and submission to court and DA's Office; prepared January schedule; continued work on new vehicle purchase process; completed "Year End Summary" report; waiting for determination on Police Protective Equipment grant application – applied for \$1800; arrest made for business break ins; Tracs system updated in the office and on the car computer; began collecting applications for 1 to 2 new officers. Mayor reported that have to look at adopted the County Memorandum of Understanding.

#### **John Werner and John Hecker – Fire Department**

- Reported call outs; looking at getting computers donated for ambulances from MTS – will need internet access; MTS has agreed to bring Angelica's EMT's into their organization to get the state training course for continuing education – have to have recertification every three year's.
- Earlier this month the Fire Chief reported to the mayor that the Town of Birdsall contacted him to see if Angelica could help out covering the other part of Birdsall that they usually contract with the Village of Canseraga. Birdsall and Canseraga could

not come to an ambulance agreement for 2017. Angelica now contracts with Birdsall for the 585 area code with the Village of Canseraga picking up the portion in the 607 area code. The mayor agreed to cover Birdsall for 30 days to allow them the opportunity to get a contract. The village board and ambulance department will look into this further.

#### **Justice Department**

- No Report This Month.

#### **Karen Herdman – Clerk/Treasurer Department**

- **December 2016 Reports:** Balance Sheets; Certified Payroll; E/W Adjustments; Journal Entries; Cash Receipts; Operating Statements
- **January Report:** Shutoff Register
- **Other Reports:** Industrial Appraisal Company

**Code Enforcement** – The Code Enforcement Officer submitted the 2016 summary report of activities – the board reviewed.

#### **OLD BUSINESS**

#### **NEW BUSINESS**

**RESOLUTION (#22-0117) SPECIAL MEETING MEUA** – Offered by Trustee Claypool and seconded by Trustee Perry – that Michael Trivisonoli be and is hereby designated as the accredited delegate of the Village of Angelica, New York at the Special Meeting of the MEUA being held on January 25, 2017 – (see attached)

Roll Call Vote: Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye

The mayor therefore declared the resolution duly adopted.

**RESOLUTION (#23-0117) GENERAL FUND BUDGET TRANSFER 2016-2017** – Offered by Trustee Grusendorf and seconded by Trustee Perry to transfer \$30.00 from contingency to Judicial PS to cover cost of increase in minimal wage – new salary of the Court Clerk will be \$2,990.40 .

Roll Call Vote: Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisonoli- Aye

The mayor therefore declared the resolution duly adopted.

**RETAINER AGREEMENT 2017 – RICHARDSON & PULLEN** – Trustee Claypool motioned to authorize the mayor to sign the 2017 Retainer Agreement with Richardson & Pullen, P.C. – second Trustee Tylenda – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Trivisonoli-Aye – carried.

**ATHLETIC ASSOCIATION WALK-A-THON – JUNE 3, 2017** – Trustee Tylenda motioned to approve the Athletic Association to have a walk-a-thon in the village on Saturday, June 3, 2017 in memory of Derek P. Ward – second Trustee Perry – Claypool-Aye, Perry-Aye, Grusendorf-Ay, Tylenda-Aye, Trivisonoli-Aye-carried.

**BUDGET MEETING** – A budget meeting will be scheduled this month to meet with employees and department heads.

**VILLAGE DECALS FOR VEHICLES** – Trustee Claypool motioned to approve all departments to purchase decals with Village of Angelica name on them for all village vehicles – second Trustee Perry – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisonoli-Aye –carried.

**EXECUTIVE SESSION – MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, OR PROMOTION OF A PARTICULAR PERSON** – Trustee Claypool motioned to enter executive session at 8:24pm to discuss matters leading to the appointment, employment, or promotion of a particular person – second Trustee Perry – Claypool- Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisonoli-Aye,– carried.

Trustee Perry motioned to exit executive session at 8:55pm – second Trustee Claypool – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisonoli-Aye – carried.

**RESOLUTION (#23-0117) CHANGE IN WATER DEPARTMENT PERSONNEL** – Offered by Trustee Grusendorf and seconded by Trustee Tylenda – As of January 28, 2017, Chief Water Operator, Christopher Baker will step down as Chief Water Operator. His new title will be Heavy Motor Equipment Operator/Laborer with the water and electric department with a decrease in pay of \$1.08 an hour (new hourly wage \$20.50) and will receive 1.25 hours of call time a week for the water department.

As of January 28, 2017, Heavy Motor Equipment Operator/Laborer of the water and electric department, Archie McRae will assume the responsibility of Chief Water Operator with an increase in pay of \$1.00 an hour (new hourly wage \$19.25) and will receive 2 hours of call time a week for the water department. Archie McRae will be on a 3 month probationary period with this title.

Roll Call Vote: Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisonoli-Aye

The mayor therefore declared this resolution duly adopted.

**CLAIMS**

Trustee Grusendorf motioned to approve the **general fund** claims in the amount of **\$13,444.39** – second Trustee Claypool – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisondoli-Aye – carried.

Trustee Claypool motioned to approve the **electric fund** claims in the amount of **\$78,282.98** – second Trustee Tylenda – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisondoli-Aye – carried.

Trustee Perry motioned to approve the **water fund** claims in the amount of **\$9,707.90**– second Trustee Claypool – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisondoli-Aye – carried.

Trustee Tylenda motioned to approve the **capital project-playground** claims in the amount of **\$12.99** – second Trustee Grusendorf-Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisondoli-Aye – carried.

With no further business to discuss, Trustee Grusendorf motioned to adjourn at 9:08pm – second Mayor Trivisondoli – Claypool-Aye, Perry-Aye, Grusendorf-Aye, Tylenda-Aye, Trivisondoli-Aye – carried.

Respectfully Submitted,

Karen E. Herdman  
Clerk-Treasurer