

A regular meeting of the Board of Trustees of the Village of Delhi was held on Monday, **May 18, 2020** at 6:00 p.m. in the Village Hall Boardroom.

Present: Mayor: Richard Maxey
Trustees: Christopher Maney, Jeremy Fitch, Robin Hultenius and Barbara Jones
Guest: Bill Brown

The meeting started at 6:00 p.m. with the Pledge of Allegiance.

Motion was made by Trustee Fitch to approve the minutes of the March 16, 2020 budget meeting, with correction "Clerk made mention that **we** need to increase **the** Village Clerk budget to accommodate for health insurance buyout for an employee. Board mentioned that would be paid out based on single person health insurance plan." March 16, 2020 regular meeting, with correction "Motion was made by Trustee Hultenius to approve payments for Roemer – invoice #50285 for \$1,026.00 so we can submit through EFC for funding. Motion **was** seconded by Trustee Maney and passed unanimously.", April 6, 2020 special meeting, with correction "Motion was made by Trustee Fitch to hire Kathryn Mitchell as a part-time **police** officer to allow her to attend the Little Falls Policy Academy. Motion was seconded by Trustee Hultenius and passed unanimously.", April 20, 2020 special meeting, with correction "Trustee Hultenius updated the board on the housing study – she said we have received 200+ surveys back. We received an extension **on the contract time extending the deadline to 6/30/2020**", and May 4, 2020 special meeting, with correction "Motion was made by Trustee Hultenius to issue a retro check to Justin Mohr, **due to previous payment at an incorrect rate of pay**, through payroll in the amount of \$2,974.25 for retro 9/6/2019-4/16/2020. Motion was seconded by Trustee Jones and passed unanimously." Motion was seconded by Trustee Jones and minutes were passed unanimously.

Motion was made by Trustee Maney to approve Abstract #12 dated May 18, 2020 in the amount of \$140,493.46 with the addition of voucher for Clean Waters in the amount of \$3,520.70, total \$144,014.16 (General fund \$27,407.70, Water fund \$2,988.57, Sewer fund \$48,610.70, Water System Improvement fund \$4,695.95 and Trust and Agency fund \$60,311.24). Motion was seconded by Trustee Hultenius and passed unanimously.

Motion was made by Trustee Maney to accept (reports only no purchase or hiring is approved) Police Report for March and April 2020, Street Report dated 4/16/20 and 5/13/20, Water Report dated 4/15/20 and 5/15/20, Sewer Report dated 4/16/20 and 5/14/20, Code Enforcement Officer's Report for 3/14/20 – 5/18/20, Treasurer's Report for February and March 2020 and Clerk's Report dated 5/18/20. Motion was seconded by Trustee Fitch and passed unanimously.

Bill Brown gave a project updates on the Village Well.

Motion was made by Trustee Maney to allow Bill Brown to: 1) seek pricing for Well house #1, 2) remove generator, and 3) install a plug for the temporary generator. Motion was seconded by Trustee Hultenius and passed unanimously.

Motion was made by Trustee Maney to approve purchase of 3" Neptune Fire Hydrant meter as quoted by Ti-Sales in the amount of \$1,357.15. Motion was seconded by Trustee Jones and passed unanimously.

Motion was made by Trustee Maney to approve the proposal from Place Electrical Contracting per their quote dated 2/10/2020 in the amount of \$12,500. Motion was seconded by Trustee Jones and passed unanimously.

Motion was made by Trustee Maney to allow Mayor Maxey to sign the Annual Software Support contract with Williamson Law Book Company for Water/Sewer software and directing the clerk to

remit payment for said contract in the amount of \$983.00, with the cost being split between the water and sewer funds. Motion was seconded by Trustee Jones and passed unanimously.

Discussion was had by the board members whether to cancel summer recreation this year and whether we pay the recreation directors.

Motion was made by Trustee Hultenius to cancel summer recreation this year because of Covid-19. Motion was seconded by Trustee Maney and passed unanimously.

Motion was made by Trustee Fitch to pay the Little League Manager \$1,500; Tennis Instructor \$1,100 and Basketball Coordinator \$1,300, what was budgeted this year. Motion was seconded by Trustee Hultenius. Trustee Hultenius, Trustee Fitch and Mayor Maxey voted in favor. Trustee Jones voted against and Trustee Maney abstained from voting. Motion carried.

Discussion was had by the board members about an unwritten standard operating procedure we have followed since February 2017 for Residential broken water line.

Motion was made by Trustee Hultenius to revise the Residential Broken Water Line Policy effective 5/18/2020. Motion was seconded by Fitch and passed unanimously.

Discussion was had by the board members about Repayment for Cellular Telephone Plan Utilized for Village Business Policy.

Motion was made by Trustee Maney to adopt the Repayment for Cellular Telephone Plan Utilized for Village Business Policy. Motion was seconded by Trustee Hultenius and passed unanimously.

Trustee Jones reported that Bicentennial Committee is on hold for now.

Trustee Hultenius indicated they would be having a Housing Study meeting next week.

Motion was made by Trustee Jones to accept the Draft Financial Statements for year ending 2019 issued by EFPR Group, LLP. Motion was seconded by Trustee Hultenius and passed unanimously.

Mayor Maxey reported that AIM funding in the amount of \$29,190.00 has been received and deposited for this year.

Discussion was had by the board about what should be done with fines that have been billed and received from the industries in the sewer budget.

Motion was made by Trustee Maney to move the existing fines received to the WWTP reserve. Motion was seconded by Trustee Fitch and passed unanimously.

Discussion was had by the board that we should be transferring the excess money budgeted for water meters to the I & I Reserve

Motion was made by Trustee Maney to transfer excess funds from G8120.462 account to I & I Reserve before we close 2019/2020 budget year. Motion was seconded by Trustee Fitch and passed unanimously.

Mayor Maxey reported to the board that he has directed Tom Little, Code Officer, to make upgrades to Village Hall in the Police Department and Clerk's Office prior to re-opening from Covid-19.

Discussion was had by the board about relief for account #B3290. The board directed the Clerk to send notice to the resident and indicate they are agreeable to her payment of \$50 per month to clear the balance of \$431.76, with no interest or penalties to be charged on the old balance but she must stay current on any new billings.

Discussion was had by the board about outside dining for the eating establishments in the Village who has been affected by Covid-19 to help them out.

Motion was made by Trustee Maney to waive the fee for the Sidewalk Café Permit during the Summer 2020 season. Motion was seconded by Trustee Jones and passed unanimously.

Nothing is changing with the Sidewalk Café Permit. An applicant still needs to complete paperwork and work with Tom Little, Code Officer for approval. The only thing different this year will be the board decided fees will be waived in light of COVID-19.

Motion was made by Trustee Hultenius to approve raises for Clerk-Treasurer \$25.75/hr, Deputy Clerk-Treasurer \$23.03/hr, Assistant Clerk \$16.40/hr, Code Enforcement Officer \$23.50/hr and Police Chief \$35.47/hr effective 6/1/2020. Motion was seconded by Trustee Maney and passed unanimously.

Motion was made by Trustee Hultenius to pay Gabrielle Pierce, Historian the annual budgeted amount of \$1,000. Motion was seconded by Trustee Jones and passed unanimously.

Motion was made by Trustee Fitch to adjourn. Motion was seconded by Trustee Hultenius and passed unanimously.

Meeting adjourned at 9:39 pm.

Respectfully submitted,

Kimberly Cairns
Village Clerk