

April 7, 2020

Due to Covid 19, the following meeting was conducted via telephone conference, recorded and transcribed.

The following were present via phone conference

John Stumpf	Mayor
Richard Hunt	Trustee
Patricia Sherwood	Trustee
Darwin Dominessy	Trustee
Trista Reisdorf	Trustee

Marcia Spencer	Clerk
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Clerk Spencer was in the Village Office in the event that any Public showed up for the Public Hearing so that they could be supplied with a copy of the budget as well as make comments via the window in Village Office. No one from the Public attended.

MINUTES

Trustee Hunt seconded by Trustee Sherwood moved suspension of the reading of the Minutes of the previous board meeting March 2, 2020 and Work Session of March 24, 2020 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.

#244 PUBLIC HEARING

At 7:00 PM Mayor Stumpf opened the Public Hearing on the budget.

With no one in attendance wishing to speak for or against the budget, Mayor Stumpf left the Public Hearing open while continuing on with Village business in case someone should appear wishing to speak on the budget.

#245 AUTHORIZE MAYOR TO SIGN

2ND Assistant Chief Kuhn had requested the Mayor sign the CME plan that would allow EMS providers to recertify their certifications through continuing medical education rather than traditional EMT courses.

It was moved by Trustee Reisdorf, seconded by Trustee Hunt to authorize Mayor Stumpf to sign the updated CME plan.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5, Nays 0, Absent 0. Carried.

#246 ORGANIZATION OF THE BOARD

It was moved by Trustee Hunt seconded by Trustee Sherwood to approve the following appointments/resolutions:

APPOINTMENTS

Deputy Mayor	Richard Hunt
Village Clerk	Marcia Spencer
Treasurer	Diane Finch
Village Attorney	Peter Sorgi
Constable	Richard Swift
Dog Control Officer	Richard Swift
Registrar	Donna Lavery
Building Inspector	Christopher Lexer
Zoning Officer	Christopher Lexer
Historian	Jacqueline Cornwall
Keeper of the Clock	Eric McAfee
Official Depository	Five Star Bank
Official Newspaper	Arcade Herald, Inc.
Crossing Guard	John Perrington
Crossing Guard	Kathy Norton
Substitute Crossing Guard	Noelle Norton

RECREATION COMMITTEE

Jack Stumpf Richard Hunt

COMMITTEES

Fire Department	Trustees Sherwood & Hunt
Legal	Mayor Stumpf
Parks	Trustees Reisdorf & Sherwood
Refuse Disposal	Trustees Hunt & Dominessy
Street Lights	Trustees Sherwood & Reisdorf
Trees	Trustees Hunt & Dominessy
Water Department	Trustees Sherwood & Hunt
Youth Recreation	Mayor Stumpf & Trustee Hunt
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 with the following amendment: add to Designation of Depositaries: Five Star Bank.

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 2020-2021 fiscal year is hereby established at \$12.73 per hour for a part-time laborer and \$11.80 per hour 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, amended on February 16, 2010 to include small, minority or women-owned businesses and amended Public Works Contracts to be bid at \$35,000.00

ATTENDANCE AT ASSOCIATION MEETINGS

After review of the Association Meetings Policy adopted in 2001 should remain the same.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5, Nays 0, Absent 0. Carried.

COMMUNICATIONS

Mayor Stumpf received a complaint of sexual harassment. It was moved by Trustee Sherwood, seconded by Trustee Reisdorf to have attorney for the Village of Delevan Peter Sorgi take care of the complaint.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5, Nays 0, Absent 0. Carried

OLD BUSINESS

The amount of \$4603.59 was received from the Cattaraugus County Treasurer for 2019 unpaid Village Taxes. The Clerk had submitted \$5141.55 in unpaid taxes. Clerk Spencer explained that 20 North Main Street and 22 Cobb Avenue properties were included in the returned taxes list. The County Land Bank took the properties over, so therefore they did not pay the unpaid taxes in the amount of \$537.96 for these properties.

NEW BUSINESS

#247 WATER RATES

Per the Treasurer's recommendation water rates were discussed. After discussion, it was moved by Trustee Sherwood, seconded by Trustee Hunt to raise the water rates per thousand by \$0.25 for all consumers effective June 1, 2020 water billing.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5, Nays 0, Absent 0. Carried

#248 UNPAID WATER

Unpaid water bills was discussed. Clerk Spencer stated that the amount of bills remaining unpaid had continually increased.

It was moved by Trustee Hunt, seconded by Trustee Reisdorf to place all unpaid water bills on the 2020 Village Taxes. (Notices were sent out informing the customers that if water bills were not paid they would be placed on the village taxes.) The Clerk will provide the Board with a listing at the next meeting.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5, Nays 0, Absent 0. Carried

#249 CLOSE PUBLIC HEARING

It was moved by Trustee Sherwood, seconded by Trustee Reisdorf with no one wishing to speak for or against to close the Public Hearing at 7:18 PM.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5, Nays 0, Absent 0. Carried

#250 ADOPT THE 2020-2021 BUDGET

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

WHEREAS: the Tentative Budget for the year 2020-2021 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 2020-2021 with a tax rate of 16.578986 mils per thousand.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5, Nays 0, Absent 0. Carried.

APPROVAL OF BILLS

The bills for the previous month of March were presented and audited. It was moved by Trustee Hunt, seconded by Trustee Sherwood to make payment of \$12,904.61 Abstract #11, \$11,048.77 in General Fund Claims and \$1,855.84 in payment of Water Fund Claims.

Trustee Dominessy aye, Trustee Hunt aye, Trustee Reisdorf aye, Trustee Sherwood aye, Mayor Stumpf aye. Ayes 5 Nays 0, Absent 0. Carried.

ADJOURNMENT

At 7:20 PM it was moved by Trustee Sherwood seconded by Trustee Hunt to adjourn. Carried.

Marcia J. Spencer, Village Clerk