

Board of Trustees
VILLAGE OF MILLERTON
Workshop Meeting
February 3, 2020

A workshop meeting of the Village of Millerton Board of Trustees was held on Monday, February 3, 2020. It was called to order at 6:00 PM with Mayor Debra Middlebrook presiding. Deputy Mayor Jennifer Najdek, Trustees Alicia Sartori, Matthew Hartzog and Joshua Schultz, Clerk Kelly Kilmer and Treasurer Stephany Eisermann were present. Four members of the public were also in attendance. A sign-in sheet is attached.

Vouchers

Motion to process vouchers numbered **2019291-2019294**, allocated as follows: **General \$2,711.29; Water \$1,619.92; Total \$4,331.21** was made by Trustee Hartzog, seconded by Trustee Sartori and approved by all five (5) members present, thus it carried.

Minutes

Motion to adopt minutes of December 3rd and 16th, 2019 was made by Trustee Sartori and seconded by Trustee Hartzog. Four (4) of five (5) present members approved the minutes of December 3rd while one abstained due to not having been present for that meeting; all five (5) members present approved the minutes of December 16th. Both accounts were thereby adopted.

Clerk Report

Clerk Kilmer discussed general election logistics and political party caucus deadlines with the Board.

Committee Reports

Deputy Mayor Najdek will be the point person on the Eddie Collins Memorial Park Revitalization grants, and the Mayor announced that by the next workshop meeting, every Trustee should have some oversight over existing grants individually to portion out the responsibility of compliance and tracking.

Trustee Hartzog had submitted questions to the Clerk regarding the Wastewater Study. The Mayor asked the other Trustees to add their own to his list, which is meant for the Clerk to submit collectively from the Board to engineering analyst Erin Moore of the firm Tighe & Bond. Trustee Schultz will meet next week with Northeast Town Supervisor Chris Kennan to combine efforts in drafting anew and/or revising any existing Town/Village Disaster Preparedness Plan. Trustee Sartori reported that James Schmidheini is a viable candidate for the Highways laborer position, holding all required certifications and licenses and having earned the approval of Highways Supervisor Lawrence. Motion to hire Mr. Schmidheini as new Highway Department Laborer at \$22/hour, to start no earlier than 2/17/20, was made by Trustee Schultz and seconded by Trustee Sartori. The motion was approved by all five (5) present members and passed, thus he was approved for hire. Trustee Sartori is also working on an employee handbook for Village personnel and other human resources related policies.

Treasurer's Report

Treasurer Eisermann reported that we have reviewed and updated the terms of an existing BAN such that it requires a motion moving forward. *Motion* to pass Resolution 2020-02 – a Bond Anticipation Note Resolution authorizing issuance of \$14,974.84 BAN for financing the purchase of a 2016 Deisel F-550 sanding truck - was made by Trustee Schultz, seconded by Trustee Hartzog, and all five (5) members present approved. *Motion* to allow the Mayor to execute all documents related to this BAN was made by Trustee Schultz, seconded by Trustee Sartori, and all five (5) present members approved, thus the motion carried.

Approved: 02162021

Mayor's Report

Informed Board that February 9th-15th is National Salute to Veterans Week and asked that members please take time to go out and visit a veteran in appreciation of their service. Also, Bulk Trash Day will occur on April 25th at the Town Garage. The Mayor would like to send an email with questions to Tighe & Bond regarding the Wastewater Study. One question that comes up is what area should Phase I encompass, and there is some consensus among Board members that Phase I should be comprised of Main Street and Main Street South. Discussion ensued regarding checking into what it might take to renovate Village Hall in an effort to assess whether or not doing so is worthwhile moving forward. *Motion* to allow professionals to proceed with their evaluations of Village Hall needs, within certain financial parameters, was made by Trustee Hartzog, seconded by Deputy Mayor Najdek, and all five (5) present members approved, thus the motion carried. The Mayor reminded the Board that each member has specific assignments, and together the Board discussed an overview of what has been accomplished and what remains, and when certain items are expected to progress and be considered complete.

Executive Session

Motion made by Trustee Schultz at 6:47 PM to enter Executive session for pending legal issues was seconded by Trustee Hartzog and all five (5) present members approved, thus the motion carried. *Motion* made by Trustee Schultz to resume meeting at 7:21 PM was seconded by Deputy Mayor Najdek and approved by all five (5) present members, thus the Board resumed its workshop meeting. *Motion* to schedule a workshop meeting on February 11th at 6PM to pick up the first round of budget documents was made by Trustee Hartzog and seconded by Trustee Schultz, and all five (5) present members agreed, thus the workshop was duly scheduled.

Public Comments

Adjourn

Motion was made by Deputy Mayor Najdek to adjourn at 7:22 PM. The motion was seconded by Trustee Hartzog, all five (5) members in attendance were in favor and the motion passed, thus ending the meeting.

Respectfully Submitted,

Kelly Kilmer
Village Clerk

Prepared By:

Suzanne Bressler
Deputy Clerk (1/26/21)