

**April 16, 2014**

**The regular meeting of the Village of Cassadaga was held on April 16, 2014 at 7:00 PM with Mayor LeeAnn Lazarony presiding. Trustees present included Ron Dechard, Mike Lehnen, Jeffrey Frick, and Joshua Slaven. Also in attendance were Superintendent Tom Fetter and Attorney Mike Norris. Absent: Clerk/Treasurer Roxanne Astry.**

**RESOLUTION # 249**

**APPROVAL OF THE CHANGE OF THE MINUTES FROM APRIL 2, 2014**

**Motion made by Mayor Lazarony, second by Trustee Dechard to approve the change in the minutes of April 2, 2014. The change, from 3,500 gallon chlorine crock to 35 gallon chlorine crock, was made in Tom Fetter's report. VOTE: AYES 4, NAYS 0.**

**RESOLUTION # 250**

**APPROVAL OF THE NEW MINUTES FROM APRIL 2, 2014**

**Motion made by Trustee Lehnen, second by Trustee Frick to accept the new minutes of April 2, 2014. VOTE: AYES 4, NAYS 0.**

**RESOLUTION #251**

**ACCEPT AGENDA**

**A motion was made by Trustee Frick, second by Trustee Slaven to approve the Agenda. VOTE: AYES 4, NAYS 0.**

**GUESTS:**

**Joshua Welch attended for Government class. Also, Sara Dechard was a guest.**

**ATTORNEY MIKE NORRIS' REPORT:**

- **He has provided the new employee handbook, finalized and bound. The board, during review, decided to make a small change to page 13, where the deputy clerk was instructed to white out a small paragraph on pg. 13. All the trustees and Mayor initialed the change in the master employee handbook, which is to be kept in the village office.**

**RESOLUTION #252**

**TO REPEAL THE CURRENT CELL PHONE USAGE POLICY AND TO REPLACE IT WITH THE NEW CELL PHONE USAGE POLICY**

**Motion made by Trustee Lehnen, second by Trustee Dechard to accept the new cell phone usage policy. VOTE: 4 AYES, 0 NAYS.**

**RESOLUTION #253**

**TO ADOPT THE NEW PROCUREMENT POLICY ON PAGE 77 OF THE NEW EMPLOYEE HANDBOOK.**

A motion was made by Trustee Slaven, second by Trustee Frick to adopt the new procurement policy. VOTE: 4 AYES, NAYS 0.

The Mayor and Trustees were then all instructed to put in today's date on page 79, where it is stated "Adopted by the Village Board on \_\_\_\_\_".

**RESOLUTION #254**

**TO REPEAL THE CURRENT SCRAP METAL POLICY AND TO ADOPT THE NEW SCRAP METAL POLICY ON PAGE 80**

A Motion was made by Mayor Lazarony, second by Trustee Dechard. VOTE: 4 AYES, NAYS 0.

**RESOLUTION #255**

**TO REPEAL THE INVESTMENT POLICY AND TO ADOPT THE NEW INVESTMENT POLICY ON PAGE 81**

A Motion was made by Mayor Lazarony, second by Trustee Lehnen. VOTE: 4 AYES, NAYS 0.

**RESOLUTION #256**

**TO ADOPT THE NEW EMPLOYEE HANDBOOK AS PRESENTED TO THE BOARD, MINUS THE DELETED PARAGRAPH ON PAGE 13**

A Motion was made by Trustee Lehnen, second by Trustee Frick to adopt the new employee handbook. VOTE: 4 AYES, NAYS 0.

**MAYOR LAZARONY'S REPORT:**

- She received a letter from the Governor, thanking her for our support of the tax cap.
- She received a letter from the 76ers. They were grateful for the village contribution.
- She received a letter from Andy Goodell
- She would like Jeff to try contacting someone on the brush pile, for them to use it as recycled material. She wondered if the village residents can take some of the brush pile for fill? The board decided to revisit the issue if there is any interest because the board must be careful of "gifting."

**RESOLUTION #257**

**TO BRING VOUCHER #439 OFF THE TABLE**

A motion was made by Mayor Lazarony, second by Trustee Dechard, to bring Voucher #439 off the table for payment. VOTE: AYES 4, NAYS 0.

**RESOLUTION #258**

**TO APPROVE VOUCHER #439, TO PAY ATTORNEY NORRIS IN ITS ENTIRETY**

A Motion was made by Mayor Lazarony, second by Trustee Lehnen, to approve voucher #439 and to pay it in its entirety of \$3,867.50. VOTE: 4 AYES, NAYS 0.

**DEPUTY CLERK MARTIN'S REPORT:**

- The past due water bills need to be put on the Tax Levy. There is a total of 22 owners, with a total of \$11,002.10.
- There are 3 meters outside the village with water bills that are past 2 billing cycles. Being that these are not within the village limits, the billing cannot be added to the Tax Levy. Turn off the water? The board discussed this, first talking about sending a letter to each. Mayor Lazarony contacted two of the owners during the meeting, and the owners will come in next week to make payment arrangements. Tom Fetter is to contact the other owner to come in and make payment arrangements to avoid water turn off.
- Need to approve the Constitutional Tax Limit with tax margin of \$595,395.
- DMV- Register 2 vehicles with EM official plates. Board or FD need to decide to do or not.
- The loan closing is April 29<sup>th</sup>, but there is no time set yet.

**RESOLUTION #259**

**TO GIVE RESIDENTS SEVEN MORE BUSINESS DAYS TO PAY WATER BILLS BEFORE SENDING THEM TO TAX LEVY. RESIDENTS ARE GIVEN UNTIL 4/25/14 TO PAY.**

A motion was made by Mayor Lazarony, second by Trustee Frick, to extend payment time to 4/25/14, before adding bills to tax levy.

**RESOLUTION #260**

**TO ALLOW PAYMENT ARRANGEMENTS TO BE MADE FOR THE THREE RESIDENTS WITH POSSIBLE WATER TURN OFF**

A motion was made by Mayor Lazarony, second by Trustee Slaven. VOTE: 4 AYES, NAYS 0.

**RESOLUTION #261**

**TO APPROVE THE CONSTITUTIONAL TAX LIMIT**

A motion was made by Mayor Lazarony, second by Trustee Frick. VOTE: 4 AYES, NAYS 0.

**SUPERINTENDENT OF PUBLIC WORKS TOM FETTER:**

- Asked if he should get a hold of Steve St.George to ask him if he would like to come and take some of the brush pile. Answer of yes.
- He would like approval to go to highway school. This is his 20<sup>th</sup> year.
- He would also like approval for paid expenses of \$300.00.

**RESOLUTION #262**

**TO ALLOW SUPERINTENDENT TOM FETTER TO ATTEND HIGHWAY SCHOOL**

A motion was made by Mayor Lazarony, second by Trustee Frick. VOTE: 4 AYES, NAYS 0.

**RESOLUTION #263**

**TO APPROVE EXPENSES FOR TOM FETTER FOR HIGHWAY SCHOOL, OF \$300.00**

A motion was made by Trustee Frick, second by Lehen

**TRUSTEE DECHARD'S REPORT: NO REPORT**

**TRUSTEE LEHNEN'S REPORT:**

- The fire department had 16 calls last month
- There have been multiple problems at the pump house and asked Tom to compile a list of the problems. There were copies provided to all board members.
- Asked if anyone knew how Greg McCorkhill was doing on the punchlist. No one knew for sure at the present time, but Mayor Lazarony stated that she is in almost constant contact via email and text.

**TRUSTEE SLAVEN'S REPORT: NO REPORT**

**TRUSTEE FRICK'S REPORT:**

- He has been getting more complaints on the water, with air and clouding.
- He wanted to thank Tom and Garrett for their hard work with the water issues. There was a leak on Friday and Tom and Garrett worked hard to get the issue resolved
- Wanted to let Tom know that pole #6 on Park Avenue – the light is out.

**RESOLUTION #264**

**APPROVAL OF THE FINANCIAL STATEMENT**

Trustee Frick moved, second by Trustee Slaven to approve the Financial Statement of April 16, 2014. VOTE: AYES 4, NAYS 0.

GENERAL FUND:	\$132,792.07
WATER FUND:	\$462,885.64
CAPITAL FUND:	\$127,902.70
RESERVE CVFD:	\$ 25,902.49
RESERVE DPW	\$ 25,177.44
RESERVE BLDG	\$ 30,139.98
RESERVE WATER REP.	\$ 9,000.00

**RESOLUTION #265**

**APPROVAL OF THE BILLS AND PAYROLL**

A motion was made by Trustee Lehen, second by Trustee Frick to pay bills as per the Abstract of April 16, 2014. VOTE: AYES 4, NAYS 0.

Abstract Apr. 16, 2014 General cks.66508-6520

\$2,331.98

**Abstract Apr. 16, 2014 Water cks.6497-6507**

**\$474.80**

**RESOLUTION #266**

**TO GO INTO EXECUTIVE SESSION**

**A Motion was made by Trustee Lehnen, second by Trustee Slaven, to go into executive session to discuss a personnel related issue. VOTE: 4 AYES, NAYS 0.**

**RESOLUTION #267**

**TO COME OUT OF EXECUTIVE SESSION**

**A motion was made by Trustee Frick, second by Dechard. VOTE: 4 AYES, NAYS 0.**

**Being no further business, Trustee Lehnen moved to adjourn the meeting, second by Trustee Frick at 8:08 PM. VOTE: 4 AYES, 0 NAYS.**

**Respectfully submitted,**

**Angelica Martin, Deputy Clerk**





