

Trustee Norman Itjen moved to open the annual meeting of the Village of Elba Board of Trustees at 6:00 PM, seconded by Trustee Loren Pflaumer and carried.

Present were: Mayor Scott Schuler, Trustees: Loren Pflaumer, Nathan Buczek, Amy Vlack, Norman Itjen, DPW Dennis Rohan and Clerk/Treasurer Kathy Yungfleisch.

Mayor Schuler opened the public hearing for Local Law 1 of 2017 to over ride the tax levy limit, Mayor Schuler read the legal ad for the public hearing as it appeared in the legal ad section of the Daily News.

The minutes from the March 1st meeting were presented and signed. After signing and reviewing the vouchers for payment Trustee Norman Itjen moved to approve the minutes as presented, seconded by Trustee Loren Pflaumer and carried.

The vouchers for payment were reviewed and signed. After signing and reviewing the vouchers for payment Trustee Norman Itjen moved to approve the vouchers for payment, seconded by Trustee Loren Pflaumer and carried.

The abstract of already paid vouchers were presented as follows:

| | |
|----------------------------------|-----------------------------|
| Abstract No. 10 19083 – 19099 | General Fund \$ 6,897.10 |
| Abstract No. 10 7912 – 7916 | Sewer Fund \$ 6,734.86 |
| Abstract No. 10 6631 – 6632 | Water Fund \$ 229.88 |

After signing and reviewing the abstracts of already paid vouchers, Trustee Norman Itjen moved to approve the abstracts as presented, seconded by Trustee Loren Pflaumer and carried.

No one was present that wished to speak about the proposed local law 1 of 2017 to over ride the tax levy limit. Trustee Norman Itjen moved to close the public hearing seconded by Mayor Scott Schuler and carried.

Mayor Schuler made the appointments for the New Year and moved to approve the appointments, seconded by Trustee Amy Vlack and carried.

Mayor Scott Schuler swore in Amy Vlack as a newly elected Trustee.

Mayor Scott Schuler swore Kathy Yungfleisch as Clerk/Treasurer.

Mayor Scott Schuler resolved to approve Local Law 1 of 2017 to override the tax levy, seconded by Trustee Nathan Buczek and carried by a vote as follows:

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

Kathy presented two invoices to the Village Board to pay out of the following funds.

| | |
|---------------------------------------|------------------|
| <u>Capital Fund (Water Equipment)</u> | |
| Greg Post General Services, Inc. | \$ 5,316.12 |
| Village of Albion | <u>\$ 790.00</u> |
| Total | \$ 6,106.12 |

Mayor Scott Schuler resolved to pay the invoices as stated seconded by Trustee Nathan Buczek and carried by a vote as follows

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

Kathy presented two invoices to the Village Board to pay out of the following funds.

| | |
|-------------------------|-------------------|
| <u>Water System BAN</u> | |
| SJB Services Inc. | \$ 5,060.00 |
| Municipal Solutions | <u>\$ 1464.00</u> |
| Total | \$ 6,524.00 |

Trustee Norman Itjen resolved to pay the invoices as stated seconded by Trustee Amy Vlack and carried by a vote as follows:

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

Mayor Schuler opened the public hearing for the proposed 2017-2018 budget. Mayor Schuler read the legal ad as it appeared in the legal ads section of the Batavia Daily News.

As there was no one to speak on the budget issue, Trustee Norman Itjen moved to close the public hearing for the proposed budget, seconded by Trustee Loren Pflaumer and carried.

Mayor Scott Schuler resolved to approve the 2017-2018 budget as proposed, seconded by Trustee Nathan Buczek the resolution was carried by a vote as follows:

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

A copy of the 2017-2018 budget will be attached and made a part of these minutes.

The procurement policy was reviewed. On the second page of the procurement policy under estimated amount of public works contract the amount will be changed from \$500.00 to \$1,000.00.

Mayor Schuler resolved to change the amount from \$500.00 to \$1,000.00, seconded by Trustee Itjen and carried by a vote as follows:

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

The benefits policy was reviewed. The following changes will be implemented in the employee benefits policy.

Death in immediate families will include Stepmother and Stepfather.

Take out that Kathy will receive three weeks vacation as she has been full time for five years and will receive 3 weeks vacation according to the benefits policy.

Take out of benefit policy: D. Accumulation of vacation will be recorded by hours. Not to exceed 5 days or 40 hours.

Changes to annual vacations for full time employees prior to calendar year will be:

After completing one full year by January 1st – 2 weeks

After completing five full years by January 1st – 3 weeks

After completing ten full years by January 1st – 4 weeks

A new benefit will be included with the benefits package. Full time employees will receive 2 personal days a year. Starting in January receiving one personal day and the second personal day in July. Personal days cannot be carried over.

Mayor Scott resolved to approve the changes to the benefits package as stated, seconded by Trustee Nathan Buczek and carried by a vote as follows:

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

When the Yellow Goose was plowed they ripped out the water shutoff. Kathy presented a quote from Rick to repair the water shutoff. Kathy delivered the quote to Patti the manager at the Yellow Goose.

Kathy informed the Village Board that the fund balance in the General Fund is above what is customary for the fund. Therefore Trustee Norman Itjen resolved to take out \$45,000.00 out of the General fund balance and transfer to the Capital Fund, seconded by Trustee Loren Pflaumer and carried by a vote as follows:

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

Kathy presented an intermunicipal agreement from the Village of Albion to repair and maintain the Village of Elba's Trucks. After reviewing the agreement, Trustee Norman Itjen resolved to accept the agreement, seconded by Mayor Scott Schuler and carried by a vote as follows:

| | |
|------------------------|-----|
| Mayor Scott Schuler | aye |
| Trustee Nathan Buczek | aye |
| Trustee Loren Pflaumer | aye |
| Trustee Amy Vlack | aye |
| Trustee Norman Itjen | aye |

Trustee Norman Itjen left the meeting at 7:08 PM

Kathy presented a proposal from Clark Patterson Lee for Main Street Lighting and beautification for review. Trustee Buczek would like to have Clark Patterson Lee include installing the street signs as part of the proposal.

Repairing the school lights was discussed. Nate attended a seminar on a product called Aqua Phalt used to repair roads. He recommended using this product on the Village roads. He will obtain a quote.

Denis stated that Chief Mike Heale wanted a hand dryer installed in the bathroom. Discussion followed.

A notice will be included with the Water/Sewer bills. This notice will designate every Monday for leaf and brush pick up.

Denis will get quotes to touchup the Village's pickup truck.

The Village Board Discussed terminating the agreement with Elba Central School and the Town of Elba for the gas tanks. The Board would like to use Mobile gas cards instead.

Mayor Schuler meet with Liz Smith to see if it was possible to obtain a grant for playground equipment.

As there was no further business Mayor Schuler moved to adjourn the meeting at 7:45 PM, seconded by Loren Pflaumer and carried.

Respectfully submitted,

Kathy Yungfleisch
Clerk/Treasurer