

VILLAGE OF SPRINGVILLE
2017 MINUTES

April 3, 2017

7:00 P. M.

The Regular Meeting of the Trustees of the Village of Springville was held at the Village Municipal Building, 65 Franklin Street, Springville, New York at the above date and time. Present were:

Mayor	William J. Krebs
Trustees	Alan L. Chamberlin Robert J. Moriarty Jr. Terry W. Skelton Nils A. Wikman
Village Administrator	Liz C. Melock
Village Attorney	Paul D. Weiss
Superintendent of Public Works	Kenneth W. Kostowniak
Officer in Charge	Nicholas Budney
Building Inspector/ Code Enforcement	Michael Kaleta
Deputy Clerk	Holly Murtiff
Absent	David Klenk, Fire Chief
Also Attending	Colleen Mahoney, Springville Journal Derek Otto, Springville Times Christina Abt

Mayor Krebs called the meeting to order at 7:00 PM.

1. Minutes Minutes of the Regular Meeting of March 20, 2017 were approved as written by Trustee Chamberlin, seconded by Trustee Moriarty; carried, Mayor Krebs, Trustees Chamberlin and Moriarty voting yes, Trustees Skelton and Wikman abstaining, none opposed.

Minutes of the Executive Session of March 20, 2017 were approved as written by Trustee Chamberlin, seconded by Trustee Moriarty; carried, Mayor Krebs, Trustees Chamberlin and Moriarty voting yes, Trustees Skelton and Wikman abstaining, none opposed.

PUBLIC COMMENT

There was no public comment this evening.

DEPARTMENT REPORTS

ADMINISTRATOR REPORT

2. Procurement Policy Upon the recommendation of Administrator Melock, motion was made by Trustee Chamberlin, seconded by Trustee Moriarty; carried, Mayor Krebs, Trustees Chamberlin, Moriarty, Skelton and Wikman voting yes, none opposed to amend and adopt the below procurement policy.

**VILLAGE OF SPRINGVILLE
PROCUREMENT POLICY**

WHEREAS, Section 104-b of the New York State General Municipal Law requires the governing body of every municipality to adopt a procurement policy for all goods and services which are not required by law to be publicly bid, and

NOW, THEREFORE, BE IT RESOLVED, that the VILLAGE OF SPRINGVILLE does hereby adopt the following procurement policy which is intended to apply to all goods and services which are not required by law to be publicly bid.

PROCUREMENT POLICY FOR THE VILLAGE OF SPRINGVILLE

1. Every purchase to be made must be initially reviewed to determine whether it is a purchase contract or a public works contract. Once that determination is made, a good faith effort will be made to determine whether it is known or can reasonably be expected that the aggregate amount to be spent on the item of supply or service is not subject to competitive bidding, taking into account past purchases and the aggregate amount to be spent in a year. The following items are not subject to competitive bidding pursuant to Section 103 of the General Municipal Law: purchase contracts under \$20,000 and public works contracts under \$35,000; emergency purchases; certain municipal hospital purchases; goods purchased from agencies for the blind or severely handicapped; goods purchased from correctional institutions; purchases under State and county contracts; and surplus and second-hand purchases from another governmental entity.

The decision that a purchase is not subject to competitive bidding will be documented in writing by the individual making the purchase. This documentation may include written or verbal quotes from vendors, a memo from the purchaser indicating how the decision was arrived at, a copy of the contract indicating the source which makes the item or service exempt, a memo from the purchaser detailing the circumstances which led to an emergency purchase, or any other written documentation that is appropriate.

2. All goods and services will be secured by use of written requests for proposals, written quotations, verbal quotations, or any other method that assures that goods will be purchased at the lowest price and that favoritism will be avoided, except in the following circumstances: purchase contracts over \$20,000 and public works contracts over \$35,000; goods purchased from agencies for the blind or severely handicapped pursuant to Section 175-b of the State Finance Law; goods purchased from correctional institutions pursuant to Section 186 of the Correction Law; purchases under State contracts pursuant to Section 104 of the General Municipal Law; purchases under county contracts pursuant to Section 103(3) of the General Municipal Law; or purchases pursuant to subdivision 6 and 7 of this policy:

3. The following method of purchase will be used when required by this policy in order to achieve the highest savings:

Estimated Amount of Purchase Contract	Method
\$1,000 - \$2,999	2 verbal quotations
\$3,000 - \$19,999	3 written quotations or 3 written requests for proposals
\$20,000 and above	Formally bid pursuant to Section 103 of NYS General Municipal Law
Estimated Amount of Public Works Contract	Method
\$1,000 - \$2,999	2 verbal quotations
\$3,000 – \$34,999	3 written quotations or 3 written requests for proposals
\$35,000 and above	Formally bid pursuant to Section 103 of NYS General Municipal Law

A good faith effort shall be made to obtain the required number of proposals or quotations. If the Village purchaser is unable to obtain the required number of proposals or quotations, the purchaser will document the attempt made at obtaining the proposals. In no event shall the failure to obtain the proposals be a bar to the procurement.

4. Documentation is required of each action taken in connection with each procurement.

5. Documentation and a detailed explanation are required whenever a contract is awarded to other than the lowest responsible offer. This documentation will include an explanation of how the award will achieve savings or how the offer was not responsible. A determination that the offer is not responsible shall be made by the purchaser and may not be challenged under any circumstances.

6. Pursuant to General Municipal Law Section 104-b(2)(f), the procurement policy may contain circumstances when, or types of procurement for which, in the sole discretion of the governing body, the solicitation of alternative proposals or quotations will not be in the best interest of the municipality. In the following circumstances it may not be in the best interests of the VILLAGE OF SPRINGVILLE to solicit quotations or document the basis for not accepting the lowest bid:

a. Professional services or services requiring special or technical skill, training or expertise. The individual or company must be chosen based on accountability, reliability, responsibility, skill, education and training, judgment, integrity, and moral worth. These qualifications are not necessarily found in the individual or company that offers the lowest price and the nature of these services are such that they do not readily lend themselves to competitive procurement procedures. In determining whether a service fits into this category the BOARD OF TRUSTEES shall take into consideration the following guidelines: (a) whether the services are subject to State licensing or testing requirements; (b) whether substantial formal education or training is a necessary prerequisite to the performance of the services; and (c) whether the services require a personal relationship between the individual and municipal officials. Professional or technical services shall include but not be limited to the following: services of an attorney; services of a physician; technical services of an engineer engaged to prepare plans, maps and estimates; securing insurance coverage and/or services of an insurance broker; services of a certified public accountant; investment management services; printing services involving extensive writing, editing or art work; management of municipally owned property; and computer software or programming services for customized programs, or services involved in substantial modification and customizing of pre-packaged software. **RFP's or RFQ's will be required at the discretion of the department head seeking the professional service.**

b. Emergency purchases pursuant to Section 103(4) of the General Municipal Law. Due to the nature of this exception, these goods or services must be purchased immediately and a delay in order to seek alternate proposals may threaten the life, health, safety or welfare of the residents. This section does not preclude alternate proposals if time permits.

c. Purchases of surplus and second-hand goods from any source. If alternate proposals are required, the VILLAGE is precluded from purchasing surplus and second-hand goods at auctions or through specific advertised sources where the best prices are usually obtained. It is also difficult to try to compare prices of used goods and a lower price may indicate an older product.

d. Goods or services under \$1000. The time and documentation required to purchase through this policy may be more costly than the item itself and would therefore not be in the best interests of the taxpayer. In addition, it is not likely that such de minimis contracts would be awarded based on favoritism.

7. The Village, in accordance with subdivision 16 of General Municipal Law (GML) § 103, is authorized to purchase apparatus, materials, equipment and supplies, and to contract for services related

to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein. The contract must be let in a manner that constitutes competitive bidding "consistent with state law," and made available for use by other governmental entities.

8. This policy shall go into effect immediately and will be reviewed annually.

3. Investment Policy Motion was made by Trustee Wikman, seconded by Trustee Chamberlin; carried, Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed to adopting the below investment policy.

**INVESTMENT POLICY
FOR VILLAGE OF SPRINGVILLE**

I. SCOPE

This investment policy applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

II. OBJECTIVES

The primary objectives of the local government's investment activities are, in priority order,

* To conform with all applicable federal, state and other legal requirements (legal);

* To adequately safeguard principal (safety);

* To provide sufficient liquidity to meet all operating requirements (liquidity);

and

* To obtain a reasonable rate of return (yield).

III. DELEGATION OF AUTHORITY

The governing board's responsibility for administration of the investment program is delegated to the Administrator/Clerk-Treasurer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include an adequate internal control structure to provide a satisfactory level of accountability based on a database or records incorporating description and amounts of investments, transaction dates and other relevant information and regulate the activities of subordinate employees.

IV. PRUDENCE

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the Village of Springville to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

V. DIVERSIFICATION

It is the policy of the Village of Springville to diversify its investments by financial institution, by investment instrument, and by maturity scheduling as much as feasibility possible due to current interest rates and hard costs.

VI. INTERNAL CONTROLS

The Administrator/Clerk-Treasurer is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and are managed in compliance with applicable laws and regulations.

VII. DESIGNATION OF DEPOSITARIES

The banks and trust companies authorized for the deposit of monies up to the maximum amounts are:

<u>Depository Name</u>	<u>Maximum Amount</u>
First Niagara Bank	\$10,000,000
JPMorgan Chase	10,000,000
Key Bank of New York	10,000,000
M & T Bank	10,000,000
Cattaraugus County Bank	10,000,000
Community Bank	10,000,000
Citizens Bank	10,000,000

VIII. COLLATERALIZING OF DEPOSITS

In accordance with the provisions of General Municipal Law, §10, all deposits of the Village of Springville, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of "eligible securities" with an aggregate "market value" as provided by GML §10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy.
2. By an eligible "irrevocable letter of credit" issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.
3. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

IX. SAFEKEEPING AND COLLATERALIZATION

Eligible securities used for collateralizing deposits shall be held by the depository and/or a third party bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events which will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the Village of Springville or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be co-mingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide for the frequency of revaluation of eligible securities and for the substitution of securities when a change

in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

X. PERMITTED INVESTMENTS

As authorized by General Municipal Law, §11, the Village of Springville authorizes the Administrator/Clerk-Treasurer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- Special time deposit accounts;
- Certificates of deposit;
- Obligations of the United States of America;
- Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United States of America;
- Obligations of the State of New York
- Obligations issued pursuant to LFL §24.00 or 25.00 (with approval of the State Comptroller) by any municipality, school district or district corporation other than the Village of Springville.
- Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorizes such investments.
- Certificates of Participation (COPs) issued pursuant to GML §109-b.
- Obligations of this local government, but only with any monies in a reserve fund established pursuant to GML §6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

All investment obligations shall be payable or redeemable at the option of the Village of Springville within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the Village of Springville within two years of the date of purchase.

XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Village of Springville shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments which can be made with each financial institution or dealer. All financial institutions with which the local government conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the Village of Springville. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Administrator/Clerk-Treasurer is responsible for evaluating the financial position and maintaining a listing of proposed depositaries, trading partners and custodians. Such listing shall be evaluated at least annually.

XII. PURCHASE OF INVESTMENTS

The Administrator/Clerk-Treasurer is authorized to contract for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the governing board.

3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the governing board.

All purchased obligations, unless registered or inscribed in the name of the local government, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the Village of Springville by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, §10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

XIII. REPURCHASE AGREEMENTS

Repurchase agreements are authorized subject to the following restrictions:

- * All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- * Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- * Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
- * No substitution of securities will be allowed.
- * The custodian shall be a party other than the trading partner.

APPENDIX A

Schedule of Eligible Securities

- X (i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.
- X (ii) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, the Asian Development Bank, and the African Development Bank.
- X (iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the Market Value of the obligation that represents the amount of the insurance or guaranty.
- X (iv) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation which under a specific State statute may be accepted as security for deposit of public moneys.

4. Standard Workday Resolution Motion was made by Trustee Wikman, seconded by Trustee Chamberlin; carried, Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed to approving the below Standard Workday Resolution for Village Attorney Paul Weiss.

Title	Name	Standard Work Day	Standard Work Day (Hrs/day)	Term Begins/Ends
APPOINTED OFFICIALS				
Village Attorney	Paul Weiss	6	3.84	4/4/17 – 4/2/18

5. LL 2017-4 Intro Motion was made by Trustee Wikman, seconded by Trustee Chamberlin; carried, Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed to introducing LL 2017-4 Parking/Traffic on Private Property (shown below) and setting a public hearing on April 17, 2017. Advertisements will be placed in the appropriate publication.

§180-42 Vehicles and Traffic on Private Property

- A. The purpose of this section is to allow for police enforcement of vehicle and traffic regulations on private property when pertaining to parking and traffic control devices.
- B. No person shall park, stand, store or leave a motor vehicle upon any privately owned premises or property, parking areas or parking lots, without the consent and permission of the owner or lessee of such premises.
- C. All traffic control devices shall be observed
- D. Restricted parking.
 - a. Owners, lessees, or those entities otherwise in possession of private parking lots may post signs limiting parking in their lots to certain times or categories of users such as customers, tenants, guests, employees, visitors and other similar user groups. When the controlling entity posts a notice of such a restriction, it is a violation of this chapter to park there in violation of such restriction. Violators will be subject to fines and/or towing at their expense at the direction of the police. The following is a sample notice of parking restrictions:

<p>PARKING RESTRICTED EXCEPT FOR _____ of _____ ALL OTHERS KEEP OUT Under penalty of law, Section 180-42 of the Code of the Village of Springville. Police enforcement including ticketing and/or towing at owner's expense.</p>
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- b. Such sign or signs shall be at least three feet high by four feet wide, with red lettering upon a white background.
 - c. Lettering shall be at least 6 inches high for "PARKING RESTRICTED" and "ALL OTHERS KEEP OUT". All other lettering shall be no smaller than 2 inches high.
 - d. Signs shall be located at the entrances to the areas that are restricted or placed at the spaces affected.
 - e. The words "Police Enforcement" and "under penalty of law" on such signs shall be construed, among other things, to mean a request by the owner or lessee that the police or special patrolmen shall enforce the provisions of this section against persons parking, standing, storing or leaving vehicles on such premises without the consent of the owner or lessee and that the police are authorized to enter upon such premises to enforce the provisions of this chapter. Such sign or signs shall state the conditions of parking or the provisions authorized by the owner or lessee to use said premises for parking, or both; and persons not included within such authorization or violating the regulations and conditions set out on said signs shall be deemed to be using said premises unlawfully without the authority and consent of the owner or lessee.
- E. Signs restricting the parking, stopping or standing shall be properly posted in the specific areas.
- F. A written request shall be submitted to the Village of Springville and the authorities charged with enforcement of this chapter shall be consulted as to the arrangement of such signage prior to enforcing these regulations.

- G. All vehicle and traffic requirements approved in a site plan by the Planning Board shall be construed as being requested by the owner or lessee and thus enforceable.
- H. Maintaining all required or approved signage and traffic control devices shall be the responsibility of the property owner/lessee.

Add Definition to §180-0 B.

TRAFFIC CONTROL DEVICES - All signs, signals, markings, and devices not inconsistent with this chapter placed or erected by authority of a public body or official having jurisdiction for the purpose of regulating, warning or guiding traffic.

PARKING LOT - Any area or areas of private property near or contiguous to and provided in connection with premises having one or more stores or business establishments, and used by the public as a means of access to and egress from such stores and business establishments and for the parking of motor vehicles of customers and patrons of such stores and business establishments.

POLICE OFFICER - Is a sworn member of the division of State Police of New York State, Sheriffs, under-sheriffs and deputy sheriffs of Erie County or an officer of an authorized police department or force of the Village of Springville.

6. LL 2017-5
Intro

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman; carried, Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed to introducing LL 2017-5 Energy Benchmarking (shown below) and setting a public hearing for April 17, 2017, unless it is determined that this may be passed as a resolution rather than a local law. Advertisements will be placed in the appropriate publication.

LOCAL LAW NO. 5 of 2017

A LOCAL LAW TO ESTABLISH ENERGY BENCHMARKING REQUIREMENTS FOR CERTAIN MUNICIPAL BUILDINGS

Be it enacted by the Board of Trustees of the Village of Springville as follows:

The Code of the Village of Springville is hereby amended by adding a new Chapter 17, entitled “MUNICIPAL BUILDING ENERGY BENCHMARKING,” to read as follows:

§1. PURPOSE.

Buildings are the single largest user of energy in the State of New York. The poorest performing buildings typically use several times the energy of the highest performing buildings—for the exact same building use. As such, this Local Law will use Building Energy Benchmarking to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce pollution in the Village of Springville.

Collecting, reporting, and sharing Building Energy Benchmarking data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide. Equipped with this information, the Village of Springville is able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement.

§2. DEFINITIONS

(A) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(B) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(C) “Commissioner” shall mean the head of the Department.

(4) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the Village of Springville that is 1,000 square feet or larger in size.

(5) “Department” shall mean the village office.

(6) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(7) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(8) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(9) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(11) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(12) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(13) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations.

§3. APPLICABILITY

(1) This Local Law is applicable to all Covered Municipal Buildings as defined in Section 2 of this Local Law.

(2) The Commissioner may exempt a particular Covered Municipal Building from the benchmarking requirement if the Commissioner determines that it has characteristics that make benchmarking impractical.

§4. BENCHMARKING REQUIRED FOR COVERED MUNICIPAL BUILDINGS

(1) No later than December 31, 2016, and no later than May 1 every year thereafter, the Commissioner or his or her designee from the Department shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year.

(2) For new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Commissioner or his or her designee from the Department shall begin inputting data in the following year.

§5. DISCLOSURE AND PUBLICATION OF BENCHMARKING INFORMATION

(1) The Department shall make available to the public on the internet Benchmarking Information for the previous calendar year:

(a) no later than December 31, 2016 and by September 1 of each year thereafter for Covered Municipal Buildings; and

(2) The Department shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

(a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and

(b) For each Covered Municipal Building individually:

(i) The status of compliance with the requirements of this Local Law; and

(ii) The building address, primary use type, and gross floor area; and

(iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and

(iv) A comparison of the annual summary statistics (as required by Section 5(2)(b)(iii) of this Local Law) across calendar years for all years since annual reporting under this Local Law has been required for said building.

§6. MAINTENANCE OF RECORDS

The Department shall maintain records as necessary for carrying out the purposes of this Local Law, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Department for a period of three (3) years.

§7. ENFORCEMENT AND ADMINISTRATION

(1) The Commissioner or his or her designee from the Department shall be the Chief Enforcement Officer of this Local Law.

(2) The Chief Enforcement Officer of this Local Law may promulgate regulations necessary for the administration of the requirements of this Local Law.

(3) Within thirty days after each anniversary date of the effective date of this Local Law, the Chief Enforcement Officer shall submit a report to the Board of Trustees including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Commissioner determined to be exempt from the benchmarking requirement and the reason for the exemption, and the status of compliance with the requirements of this Local Law.

§8. EFFECTIVE DATE

This Local Law shall be effective immediately upon filing with the Secretary of the State.

§9. SEVERABILITY

The invalidity or unenforceability of any section, subsection, paragraph, sentence, clause, provision, or phrase of the aforementioned sections, as declared by the valid judgment of any court of competent jurisdiction to be unconstitutional, shall not affect the validity or enforceability of any other section, subsection, paragraph, sentence, clause, provision, or phrase, which shall remain in full force and effect.

7. LL 2017-6 Intro After discussion regarding LL 2017-6 Intro (Solar Panel Permits) it was determined that this matter go to the Planning Board for their input and the matter is thereby tabled.

Administrator Melock took this opportunity to remind everyone that any unpaid water and sewer as of April 21st, 2017 will be relieved onto the June 1, 2017 Village tax bill.

SUPERINTENDENT REPORT

- 8. Clark Patterson Lee Change After explanation by Superintendent Kostowniak, motion was made by Trustee Wikman, seconded by Trustee Chamberlin; Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed to authorizing the signing of an amending reduction to Clark Patterson Lee in the amount of \$1,850 to credit the Village of Springville due to discrepancy with contract documents pertaining to electric service for heat tracing.
- 9. Summer Hires Upon the recommendation of Superintendent Kostowniak, motion was made by Trustee Wikman, seconded by Trustee Chamberlin; carried, Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed to approving the below list of 2017 summer hires as they appear below at \$9.75/per hour.

Streets Division

- Dylan Gasper, 132 North Street, Springville, NY 14141
- Collin Harrigan, 87 Elk Street, Springville NY 14055
- Ethan Smith, 231 East Main Street, Springville, NY 14141
- Riley Stedman, 236 North Buffalo Street, Springville, NY 14141

Waste Water Treatment Plant

- Parker Rice, 42 Ellis Avenue, Springville, NY 14141

Water/Sewer Division

- James Shearer, 109 Chestnut Street, Springville, NY 14141

- 10. Annual Bid Awards Upon the recommendation of Superintendent Kostowniak, motion was made by Trustee Moriarty, seconded by Trustee Skelton; carried, Mayor Krebs, Trustees Moriarty, Skelton, Chamberlin and Wikman voting yes, none opposed to awarding the annual bids as outlined below. **2017 Annual Bids – resolution**

Recommend authorization to accept annual bid results from public opening held on March 27, 2017 at 2:00 pm:

<u>CHEMICAL</u>	<u>Bidder</u>	<u>Years/Price</u>
Aluminum Sulfate	Chemical Distributors	1 year @ \$287.14 dry ton (7 bids)
<u>CONCRETE</u> (Prices for One Year – June 1, 2017 thru May 31, 2018) (2 bids)		
Mix #1	Great Lakes Concrete Prod.	\$108.95/cubic yard
Mix #2	Great Lakes Concrete Prod.	\$104.25/cubic yard
Mix #3 (fiber mesh)	Great Lakes Concrete Prod.	\$134.15/cubic yard
Mix #3 (no fiber mesh)	Great Lakes Concrete Prod.	\$124.15/cubic yard
<u>FUEL</u> (Price for One Year – June 1, 2017 thru May 31, 2018) (1 bid)		
Unleaded Regular	Noco Energy Corp.	\$1.85/gallon
Diesel Fuel (High Sulfur)	Noco Energy Corp.	\$1.85/gallon
Diesel Fuel (Low Sulfur)	Noco Energy Corp.	\$1.85/gallon

2017 Annual Bid Recommendations

GRASS MOWING

Grass Mowing – one non-sealed bid – cannot accept.

SIDEWALK and CURBING (*Prices for One Year – June 1, 2017 thru May 31, 2018*) (1 bid)

Sidewalk	Emerald Services of WNY, Inc.	\$5.85/square foot
Curbing	Emerald Services of WNY, Inc.	\$18.00/linear foot

STONE (1A) (*Price for One Year – June 1, 2017 thru May 31, 2018*) (3 bids)

Stone	New Enterprise Stone & Lime Co.	\$22.45/ton
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TRANSFORMERS (*Price for One Year – June 1, 2017 thru May 31, 2018*) (2 bids)

Transformers	Delta-Wye Associates	See attached bidder's proposal form
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TREE TRIMMING AND REMOVAL (*Price for Two Years – June 1, 2017 thru May 31, 2019*) (1 bid)

Tree Removal	Good Neighbor Services	\$25.00/inch
Tree Trimming	Good Neighbor Services	\$150.00/hour
Daily Cost	Good Neighbor Services	\$150.00/hour

Utility Poles (*Price for One Year – June 1, 2017 thru May 31, 2018*) (3 bids)

Utility Poles form	Bridgewell Resources, LLC	See attached bidder's proposal form
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Spooled Wire (*Price for One Year – June 1, 2017 thru May 31, 2018*) (1 bid)

Spooled Wire	Quermbach Electric, Inc.	See attached bidder's proposal form
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POLICE DEPARTMENT

Officer in Charge Nick Budney informed every one of the March 2017 stats for the Springville Police Department as well as the Erie County Sherriff within the village. At this time Officer Budney informed the Board that the Village of Springville Police Department has been awarded a \$2,500 Walmart Foundation grant for the Shop With A Cop program.

FIRE REPORT

There was no fire report this evening.

BUILDING INSPECTOR/CEO

BI/CEO Kaleta updated the Board on the following matters;

- Update on 110 S. Central Avenue. Notices were sent to all concerned parties and several have been returned to him.
- Parking changes to the code for bars/restaurant were requested by the Planning Board. These will be sent back to them for their review with Village Attorney Paul Weiss' recommendations. Trustee Chamberlin will research this matter further.

11. Food truck License After explanation by BI/CEO Kaleta, motion was made by Trustee Skelton, seconded by Trustee Moriarty; carried, Mayor Krebs, Trustees Skelton, Moriarty, Chamberlin and Wikman voting yes, none opposed to grant the request from Chef's Restaurant for a food truck license within the Village for the period of 6/1/17 – 5/31/18. Their fee will be \$150 for this license.

CONTROL CENTER

12. New Hire Upon the recommendation of Trustee Chamberlin, motion was made by Trustee Wikman, seconded by Trustee Skelton; carried, Mayor Krebs, Trustees Wikman, Skelton, Chamberlin and Moriarty voting yes, none opposed to hiring Jerome Janik, Jr. to permanent position within the Springville Area Control Center starting training immediately.

OLD BUSINESS

There was no Old Business to discuss this evening.

NEW BUSINESS

13. Annual Appointments

MAYORS APPOINTMENTS 2017-2018

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed confirming the annual appointments by Mayor Krebs of the following duties for one year appointments effective for the term April 4, 2017 to April 2, 2018;

Deputy Mayor	Nils Wikman
Emergency Services Coordinator	Michael J. Willibey
Chairman, Union Negotiations	William J. Krebs
Deputy Chairman, Union Negotiations	Terry W. Skelton
Trust and Agency	Nils Wikman
Associate Justice	Jeffrey P. Markello

Motion was made by Trustee Wikman, seconded by Trustee Chamberlin; carried, Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed confirming the annual appointments by Mayor Krebs of the following duties for one year appointments effective for the term April 4, 2017 to April 2, 2018;

Village Attorney	Paul Weiss
Village Prosecutor	Paul Weiss
Deputy Village Prosecutor	Yvonne Tripi

Motion was made by Trustee Wikman, seconded by Trustee Chamberlin, and carried; Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed confirming the annual appointments by Mayor Krebs of the following Liaison Duties for one year appointments effective for the term April 4, 2017 to April 2, 2018;

Electric Division	Terry W. Skelton
Fire Department	Robert J. Moriarty Jr.

Water and Sewer Division	Robert J. Moriarty Jr.
Wastewater Treatment Plant	Robert J. Moriarty Jr.
NEST	Robert J. Moriarty Jr.
Control Center	Alan L. Chamberlin
Youth Incorporated	Terry W. Skelton
Streets Division	Terry W. Skelton
Safety Committee	Terry W. Skelton
Southtowns Planning and Dev. Group	Nils Wikman
Southtowns Scenic Byway	William J. Krebs
Health Insurance Committee	Nils Wikman
Erie/Cattaraugus Rails to Trails	William J. Krebs
Erie County Water Quality Committee	Robert J. Moriarty Jr.
Erie County Sheriff's Department	William J. Krebs
Springville Police Department	William J. Krebs
Building Inspector/CEO	Nils Wikman
Village Office	William J. Krebs
Zoning/Planning Boards	Alan L. Chamberlin
Historic Preservation Commission	Nils Wikman
Springville Area Chamber of Commerce	William J. Krebs
Pop Warner Trail Steering Committee	Alan L. Chamberlin
Springville Property Rehab. Program	Alan L. Chamberlin

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman; and carried, Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed to naming Freed Maxick, CPAs as the auditing firm for the Village of Springville.

Resolution was adopted by Motion of Trustee Wikman, seconded by Trustee Chamberlin, and carried; Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed, naming the *Springville Journal* as the official newspaper of the Village of Springville.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, confirming the appointment by Mayor Krebs of David Batterson as Village Historian for the term April 4, 2017 to April 2, 2018.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, confirming the appointment by Mayor Krebs of Darlene Schweikert as Official Registrar for the Village of Springville, for the term April 4, 2017 to April 2, 2018.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, confirming the appointment by Mayor Krebs of Dawn Simmons as Deputy Treasurer for the Village of Springville, for the term April 4, 2017 to April 2, 2018.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, confirming the appointment by Mayor Krebs of Holly Murtiff as Deputy Clerk for the Village of Springville, for the term April 4, 2017 to April 2, 2018.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, authorizing membership in and attendance at the following meetings, and payment of actual and necessary expenses thereof for the following:

- Annual Conference of Mayors (NYCOM)
- Annual Municipal Electric Utilities Associates (MEUA) of New York State

Annual New York Municipal Power Agency (NYMPA)

Scheduled Meetings of:

American Public Power Association
American Public Works Association
American Water Works Association
Association of Erie County Governments
Association of Erie County Highway Superintendents
Erie County Village Officials Association
Erie County Village Superintendents
Erie County Water Quality Committee
Erie/Cattaraugus Rails to Trails
Governmental Finance Officers Association of New York State
IEEP (Independent Energy Efficiency Program)
Municipal Administrative Officers Association of Erie County
Municipal Finance Officers Association
National Trust Main Street
NYS City/County Management Association
New York State Association of City and Village Clerks
Niagara Frontier Building Officials Association
Northeast-Southtowns Solid Waste Management Board (NEST)
Organization of Public Employer Negotiators (OPEN)
Pop Warner Trail Steering Committee
Preservation League of NYS
Southtowns Planning and Development Group
Southern Tier West Local Government Annual Conference
Southtowns Rural Preservation Co., Inc. (NYS Rural Preservation Program)
Springville Area Chamber of Commerce
Western New York Southtowns Scenic Byway Committee

Other reasonable meetings of the Water Works Association, MEUA, NYMPA or Mayor's Conference.

Motion was made by Trustee Wikman, seconded by Trustee Chamberlin, and carried; Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed, adopting the **VILLAGE BOARD OF TRUSTEES MEETING SCHEDULE** for the June 1, 2017, through May 31, 2018, fiscal year, as follows:

June 5, 2017	June 19, 2017
July 10, 2017	August 14, 2017
September 11, 2017	October 2, 2017
October 16, 2017	November 6, 2017
November 20, 2017	December 4, 2017
December 18, 2017	January 2, 2018 *
	*(Tuesday, New Year's holiday)
January 16, 2018 *	February 5, 2018
*(Tuesday, MLK holiday)	
February 20, 2018 *	March 5, 2018
*(Tuesday, President's Day holiday)	
March 19, 2018	April 2, 2018
April 16, 2018	May 7, 2018
May 21, 2018	

In addition to the above regularly scheduled meetings, Special Meetings will be scheduled as needed, along with Joint Village Board/Town Council Meetings, Budget Work Meetings, Union Negotiations and Committee Assignment Meetings.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, scheduling Village Board Meetings for the June 1, 2017 to May 31, 2018 fiscal year at 7:00 PM. at 65 Franklin Street, Springville, New York.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman and carried, Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, confirming the appointment by the Board of Trustees of Renee Miranda to the Planning as a Board Member for a five (5) year term.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried, Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, confirming the appointment by the Board of Trustees of Kate Moody to the Zoning Board of Appeals as a member for the balance of term to 2021.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried, Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed, confirming the appointment by the Board of Trustees of Joseph Wolniewicz to the Zoning Board as Chairman for a five (5) year term.

Motion was made by Trustee Wikman, seconded by Trustee Chamberlin, and carried, Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed, confirming the appointment by the Board of Trustees of John Baronich to the Historic Preservation Commission as a member for a four (4) year term.

Resolution was adopted by motion of Trustee Wikman, seconded by Trustee Chamberlin, and carried; Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed, to use Town of Concord Tax Assessment Roll so far as practicable for Village of Springville tax purposes.

Motion was made by Trustee Wikman, seconded by Trustee Chamberlin, and carried, Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed, confirming the appointments by Mayor Krebs to the ADA Committee, as follows:

John Baronich
Dr. Robbin Hansen
Timothy O'Neal
Claudia Wolniewicz
Terry Skelton, Chairman

Motion was made by Trustee Wikman, seconded by Trustee Chamberlin, and carried; Mayor Krebs, Trustees Wikman, Chamberlin, Moriarty and Skelton voting yes, none opposed confirming the appointment by Mayor Krebs, of William Krebs as Affirmative Action Officer for the Village of Springville.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting, yes, none opposed appointing Mayor William J. Krebs and Trustee Nils Wikman, as the discrimination/harassment committee for the Village of Springville.

Motion was made by Trustee Chamberlin, seconded by Trustee Wikman, and carried; Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed to reimbursing mileage at .49 cents a mile.

BILLS

Bills, as examined by members of the Board of Trustees were approved for payment in accordance with Abstracts #273 through #285 total of \$134,052.91 of 2016/2017 for the General, Water/Sewer, Electric, Trust and Agency Funds by motion of Trustee Chamberlin, seconded by Trustee Wikman; carried Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed.

CONSENT AGENDA

Motion was made by Trustee Wikman, seconded by Trustee Chamberlin; carried, Mayor Krebs, Trustees Wikman, Chamberlin, Skelton and Moriarty voting yes, none opposed to accept the consent agenda below.

Minutes of the March 14, 2017 Planning Board meeting.

PROJECT: 0000008035 - PLANNING BOARD REVIEW TYPE: PLANNING
PROPERTY: NORTH ST BOARD REVIEW
ISSUED DATE: 3/14/2017
ISSUED TO: B & B HOMES
14220 RT 219
SPRINGVILLE, NY 14141

PROJECT: 0000008036 - RESIDENTIAL ALTERATION TYPE: RESIDENTIAL
PROPERTY: 56 ELM ST ALTERATION
ISSUED DATE: 3/21/2017
ISSUED TO: FILIGHERA, DAVE
9204 GENESEE RD
EAST CONCORD, NY 14055

PROJECT: 0000008037 - UTILITY CHANGES TYPE: UTILITY CHANGES
PROPERTY: 14063 S CASCADE
ISSUED DATE: 3/21/2017
ISSUED TO: SHAVER, DANIEL
13012 BELSCHER RD
SPRINGVILLE, NY 14141

PROJECT: 0000008038 - VIOLATION-PROPERTY SAFETY TYPE: VIOLATION
PROPERTY: 112 SMITH ST
ISSUED DATE: 3/21/2017
ISSUED TO: EVANS, GREGORY
9132 NORTH ST.
SPRINGVILLE, NY 14141

PROJECT: 0000008039 - VIOLATION-PROPERTY SAFETY TYPE: VIOLATION
PROPERTY: 37 S CENTRAL AVE
ISSUED DATE: 3/21/2017
ISSUED TO: WEBER, STEVEN ALAN
11256 PERRY RD
PAVILION, NY 14525

PROJECT: 0000008040 - RESIDENTIAL ALTERATION TYPE: RESIDENTIAL
PROPERTY: 57 PROSPECT AVE ALTERATION
ISSUED DATE: 3/22/2017
ISSUED TO: BURSEE, CHERYL
14569 SCOBY HILL RD
SPRINGVILLE, NY 14141

PROJECT: 000008041 - NONRES STRUCTURAL-UPPER TYPE: NONRES
PROPERTY: 5 E MAIN ST STRUCTURAL
ISSUED DATE: 3/24/2017
ISSUED TO: SPRINGVILLE CENTER FOR THE ART
37 N BUFFALO ST, PO BOX 62
SPRINGVILLE, NY 14141

PROJECT: 000008042 - NONRES NONSTRUCTURAL-LOWER TYPE: NONRES
PROPERTY: 5 E MAIN ST NONSTRUCTURAL
ISSUED DATE: 3/24/2017
ISSUED TO: SPRINGVILLE CENTER FOR THE ART
37 N BUFFALO ST
PO BOX 62
SPRINGVILLE, NY 14141

PROJECT: 000008043 - UTILITY CHANGES-ELECTRIC TYPE: UTILITY CHANGES
PROPERTY: 604 E MAIN ST
ISSUED DATE: 3/24/2017
ISSUED TO: BILL GUGINO BUILDERS INC.
14220 RT 219
SPRINGVILLE, NY 14141

PROJECT: 000008044 - FENCES TYPE: FENCES
PROPERTY: 232 N CASCADE DR
ISSUED DATE: 3/27/2017
ISSUED TO: DEWALD, MICHAEL
232 N CASCADE DR
SPRINGVILLE, NY 14141

PROJECT: 000008045 - ROOFING TYPE: ROOF
PROPERTY: 239 ELM ST
ISSUED DATE: 3/28/2017
ISSUED TO: SNYDER, LARRY
239 ELM ST
SPRINGVILLE, NY 14141

PROJECT: 000008046 - RESIDENTIAL ALTERATION TYPE: RESIDENTIAL
PROPERTY: 504 S CASCADE DR ALTERATION
ISSUED DATE: 3/28/2017
ISSUED TO: SHAVER, DANIEL
13012 BELSCHER RD
SPRINGVILLE, NY 14141

TRUSTEE NOTES & PROJECT REPORTS

Trustee Chamberlin had nothing to report this evening.
Trustee Wikman had nothing to report this evening.
Trustee Moriarty had nothing to report this evening.
Trustee Skelton thanked everyone for their concern for his family recently.
Mayor Krebs reported that he continues to work on the Community Development Committee.

14. Executive Session Motion was made by Trustee Moriarty, seconded by Trustee Skelton; carried, Mayor Krebs, Trustees Moriarty, Skelton, Chamberlin and Wikman voting yes, none opposed to adjourn to Executive Session to discuss a pending litigation matter at 8:02 pm.

15. Safety Glasses Reimbursement Upon return from Executive Session, motion was made by Trustee Chamberlin, seconded by Trustee Wikman; carried, Mayor Krebs, Trustees Chamberlin, Wikman, Moriarty and Skelton voting yes, none opposed to providing a maximum of a \$100 per year reimbursement to the Superintendent of Public Works, Administrator and Building Inspector/Code Enforcement Officer for safety glasses.
16. Adjourn Motion was made by Trustee Wikman, seconded by Trustee Chamberlin; carried, Mayor Krebs, Trustees Wikman, Chamberlin, Skelton and Moriarty voting yes, none opposed to adjourn the Regular Session at 8:27 pm.

Respectfully submitted,

Holly Murtiff
Deputy Clerk