

August 13, 2025

Mayor Bush called the meeting to order at 6:00pm with the pledge of allegiance.

Attendees:

Mayor

Keith Bush

Trustees

Dawn Ashline

Linda Nortz

Lloyd Richardson

April Hayes

Staff

Betsy Boliver, Clerk

Liz Jones, Deputy Clerk

Charlene Moser, Treasurer

Travis Waldron, Village Maintenance

Also in attendance: Eileen Mathys, Paul Shepard, Leah Schneider, Jeanne Duffany, and Cassandra Buell.

Floor/Discussion:

Eileen Mathys, Croghan Library Director, reported needed repairs for the library. Repairs include replacing the faded sign out front with one that includes physical address to assist delivery truck drivers and the public to better locate the building. The estimated cost of a new sign is \$1,680. Also needing replacement are five windows at an estimated cost of \$7,500. A construction grant is available to cover partial costs. The village board agreed that any repairs done structurally to the village-owned building would be covered by the village. Eileen requested a letter of support and a letter of certified funds to move forward with the repairs. Due to security reasons outside of the library after hours, the possibility of installing cameras was discussed and Mayor Bush will forward more information to Eileen as to the type of cameras the village currently uses.

Paul Shepard, representative from RACOG, stressed the importance of nominating council representatives to the RACOG board to ensure a vote can be cast at council meetings. The next meeting will be September 26, 2025 at the Wilna Municipal Building. Paul said Mickey Dietrich, RACOG circuit rider, will be sending monthly newsletters that contain lots of useful information as far as municipal projects, challenges with resolutions, and training opportunities. Discussion was had on website creation as Paul covered RACOG's options. Cassandra Buell, from Lewis County Planning, mentioned there is a grant through the County for website creation through Coughlin. Both parties are willing to gather more information for the village.

Zoning Commission members Leah Schneider and Jeanne Duffany, alongside Cassandra Buell, were present to submit a Final Zoning Commission Report. The board expressed their appreciation for all the time and effort put into this project. If the village accepts this report, Cassandra said a public hearing will need to be scheduled and a resolution adopted. She has provided all laws, meeting minutes, and a resolution to adopt if moving forward.

Motion by Trustee Ashline, seconded by Trustee Richardson to accept the Final Zoning Commission Report. All in favor.

Maintenance Report:

Travis reported he started digging the water line from the Island to Red Rooster today. The water line has a hole in it; it was patched in the past but needs replacing now. A new line will be installed and should be completed by fall. The ice rink roof needs repair as a new leak was found that has caused further damage to the roofline and wall. It was discussed that roof replacement was budgeted, and an ad will be ran in the Journal requesting bids.

Treasurer's Report:

The treasurer's report and budget transfers were included in the board's packet. **Motion** by Trustee Nortz and seconded by Trustee Richardson to make the necessary transfers included in the board's packet. All in favor.

Charlene briefed everyone on the unpaid village tax bills to be relieved with the County. A list of people requesting to trickle water was also shared with the board. Charlene recommended the Board start thinking about making necessary repairs with the budgeted money. The board agreed to assess all needed repairs around the village during their upcoming tour.

Motion by Trustee Nortz and seconded by Trustee Hayes to accept the treasurer's report. All in favor.

Clerk's Report:

Motion by Trustee Richardson and a second by Trustee Hayes to approve the minutes of July 9, 2025 meeting. All in favor.

Motion by Trustee Nortz and a second by Trustee Ashline to approve the minutes of July 30, 2025 meeting. All in favor.

Motion by Trustee Ashline and seconded by Trustee Hayes to pay the bills. All in favor.

A village tour date was set for Monday, September 1, 2025 at 6:00pm. Due to a quorum of the board meeting, this will be advertised as a Special Meeting.

Betsy shared information on sexual harassment training and when employees are due for their yearly training. Training will be offered each January.

RACOG council representatives were selected as follows: Mayor Bush, Trustee Ashline, and Trustee Nortz.

Motion by Trustee Hayes and seconded by Mayor Bush to approve RACOG council representatives. All in favor.

Mayor's Report:

Mayor Bush reported that all constituents that attended the joint special meeting with New Bremen are happy with the newly formed water district agreement and established non-user fee. Non-users will pay a \$5.00 fee for the duration of the 30-year loan. All users, inside and outside, will now pay the same base fee and price per thousand gallons moving forward.

Mayor Bush cleared up some misleading information circulating regarding Lewis County Search and Rescue serving the village. He confirmed with Debbie Singleton, Chairwoman of the EMS Council, that we have a certificate of need filed with them and we are a priority. An ambulance will be staffed in Croghan again due to neighboring municipalities also expressing a need for EMS services.

A meeting will be arranged with Dustin Tooker on behalf of County League Softball to go over rules and regulations for future use of the ballfield.

Trustee Reports:

Trustee Richardson reported that Jasin Carroll's second sample failed; particle size isn't fine enough. At this point, Brier Hill is the only supplier approved. Jasin's report will be sent to DEC to see if they'll still approve. County Highway is willing to truck sand, but County Manager Tim Hunt will not approve digging out sewer beds. Trustee Nortz will reach out to Assemblyman Blankenbush for any possible assistance.

Trustee Nortz asked if the board wanted to use the budgeted money for "Rhythm in the Rink" this fall or save it for next year. The board agreed that given the timing in the year it would be best to save it for next year.

Motion by Trustee Hayes and seconded by Trustee Ashline to go into executive session at 8:06pm. The executive session ended at 8:30pm.

Open session resumed.

Motion to adjourn by Mayor Bush and a second by Trustee Ashline at 8:33pm. All in favor.

Respectfully submitted,

Betsy Boliver