

September 10, 2025

Mayor Bush called the meeting to order at 6:05pm 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

Brandon DeLong, Village Maintenance

Floor/Discussion:

No guests or public comment.

Maintenance Report:

Travis and Brandon are preparing the village properties for winter; the pool has been drained, concession stand has been winterized, and playground maintenance is underway. They have established an account with Keystone Lumber to make the needed repairs on the playground and grandstand. Two new water line hook-ups are in the process of being installed on new builds. The water line was repaired at the Legion. Mayor Bush advised the maintenance employees to take inventory on water line parts and place an order with TI Sales so that parts are readily available.

John Lehman has inquired with maintenance employees what his role as Sewer Maintenance entails. Mayor Bush will call him and go over details. Discussion was had on certified licensed operators in the area and the possibility of someone providing Travis and Brandon with training.

Deb Richards from TI Sales provided training to Travis and Brandon on the nomad and computer system. They reported the training was very helpful and she offered great tips for identifying individual issues when dealing with leaks and meters.

Kevin Virkler is approved to paint pickle ball lines in the ice rink.

Treasurer's Report:

The treasurer's report was included in the board's packet. Charlene discussed one budget transfer. **Motion** by Trustee Ashline and seconded by Trustee Hayes to make the necessary transfer. All in favor.

It was reported that there are currently 37 unpaid sewer bills, 53 unpaid water bills, and 29 unpaid tax bills. Charlene has been in contact with Casandra Buell from the Lewis County Planning

Department regarding the grant money for the lifeguard salaries. Casandra assures Charlene that the money will be available, just waiting on NYS.

A last-minute bill for Johnson Newspaper Corporation was submitted by Barton & Loguidice. This is a publishing cost related to the water district formation project. **Motion** by Trustee Richardson and a second by Trustee Ashline to approve this payment. All in favor.

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

Clerk's Report:

Motion by Trustee Ashline and a second by Trustee Nortz to approve the minutes of the August 13, 2025 meeting. All in favor.

Motion by Trustee Richardson and a second by Trustee Ashline to approve the minutes of the Special August 4, 2025 meeting. All in favor.

Motion by Trustee Ashline and a second by Trustee Hayes to approve the minutes of the Special September 1, 2025 meeting. All in favor.

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

Dee's Desktop has been approved to continue maintaining the village website for another year. Betsy reminded the Village Board that the checking account audit is available for review. An estimate was obtained from Coughlin to provide new ".gov" emails to village employees and create a new website. After reviewing, the board has decided to go with RACOG as their yearly fee includes these services.

A letter was included in the board's packet from Charlotte Schweitzer summarizing the success of the Croghan Recreation Pool. This letter is included at the end of these minutes proceedings.

It was brought to the board's attention that Nancy Martin's term as Registrar will be up in December. The board discussed and agreed that this is a responsibility that should be integrated into the Village Clerk's duties.

Motion by Trustee Nortz and seconded by Trustee Richardson to appoint Betsy Boliver as Registrar when Nancy Martin's term is up in December. All in favor.

Mayor's Report:

Mayor Bush reported that the water project is moving along. Brett McVoy from Barton & Loguidice sent over a memo updating the board on the status of the project. This memo is included at the end of these minutes proceedings.

Steve Skiff from Town of Watson will be taking care of water testing until our employees have been certified. Mayor Bush has discussed with maintenance employees some of the repairs that were noted on the village tour. Discussion was had on purchasing versus renting a commercial paint sprayer to complete village projects. A new rolling toolbox will be purchased to organize garage tools. A new cell phone is being activated for the Maintenance Department for when they are on-call. Mayor Bush shared the positive feedback he has received from the organizers of the Croghan Street Fair; the village's help with providing and setting up picnic tables and garbage cans was appreciated!

Trustee Reports:

Trustee Richardson has reached out to Assemblyman Blankenbush's office for possible assistance on sewer beds; however, no one is returning his calls. Mayor Bush will email DEC to discuss the sand issue and see if a meeting can be arranged with the engineer and DEC. It has also been reported that the dive team is willing to help repair the surfaced water line that runs across the river to the Island. Discussion was had on ways to remedy the issue.

Trustee Nortz reminded everyone that the St. Lawrence County Arts Council is holding a meeting with towns and villages about funding opportunities on September 18th. They offer three, project-based grants that fund programming in any artistic discipline, such as concert series, theatrical productions, arts education, literary projects, media arts, the creation of new artwork, and more. The board is interested in learning more so Trustee Nortz will attend the meeting and report back. Trustee Hayes, with the assistance of Trustee Ashline, will take over overseeing parks and recs when Trustee Nortz's term ends in December. Trustee Nortz checked one last time if the board wanted to use budgeted money for a Christmas concert. The board discussed and would like to hold off until next year.

Trustee Hayes reached out to three contractors for bids on the rink roof. Bids are still being prepared and submitted at this time.

Motion by Trustee Ashline and seconded by Trustee Hayes to go into executive session at 7:29pm.

Motion by Trustee Richardson and seconded by Trustee Ashline to exit Executive Session at 7:54pm. All in favor.

Open Session resumed.

Motion to adjourn by Mayor Bush and a second by Trustee Hayes at 7:55pm. All in favor.

Respectfully submitted,

Betsy Boliver