

Village of Bloomfield Board of Trustees Meeting of May 27, 2020

Present via WebEx because of Pause New York and Social Distancing: Mayor Mark Falsone, Trustees: Dave Conklin, Gail Harrington, Don Bowe and David Poole. Also present: DPW Supervisor Brian Rayburn and Clerk/Treasurer Donna Wollschleger.

The meeting was opened at 5:30.

Minutes: The minutes of the April 22, 2020 meeting were approved as submitted.

Privilege of the floor: None

Mayor’s report:

1. The Mayor is hoping to be able to meet face-to-face for the June meeting.
2. COVID-19 update-Ontario County has had 195 confirmed cases of COVID-19. Phase 2 will open on Friday for our region. CMAC will be handing out facemask from 1-3 this week. Also, Stan Steele Insurance has them available at their office.
3. As an alternative to a parade a Virtual Ceremony will take place for Memorial Day. The School has put together a video with several community members doing various parts in the making of it. It is on our website for viewing.

Clerk/Treasurer report:

1. Harrington made a motion, seconded by Conklin to approve the following budget transfers. All in favor.

TRANSFERS-May 2020

TO:		FROM:		
A1620.4	Buildings Contractual	A5010.4	Contractual	\$ 35.00
A1420.4	Attorney Contractual	A5010.4	Contractual	\$ 1,250.00
A1460.2	Record Management Equipment	A1010.2	Equipment	\$ 100.00
A1460.2	Record Management Equipment	A1210.2	Equipment	\$ 100.00
A1460.2	Record Management Equipment	A1320.4	Contractual	\$ 500.00
A1460.2	Record Management Equipment	A1325.2	Equipment	\$ 1,500.00
A1460.2	Record Management Equipment	A1325.4	Contractual	\$ 715.00
A8560.4	Shade Trees	A5010.4	Contractual	\$ 4,000.00
A9030.8	Social Security	A5010.4	Contractual	\$ 700.00
A9030.8	Social Security	A1990.4	Contingency	\$ 415.00
A9060.8	Insurance	A5010.4	Contractual	\$ 6,120.00
				\$ 15,435.00

F8310.4	Contractual	F1990.4	Contingent	\$ 600.00
F8310.4	Contractual	F960.4	Workshops	\$ 101.00
F8320.2	Equipment	F1990.4	Contingent	\$ 1,500.00

F8320.4	Contractual	F8320.41	Contractual	\$ 3,902.00
F8320.4	Contractual	F1990.4	Contingent	\$ 1,959.00
F9030.8	Social Security	F1990.4	Contingent	\$ 300.00
F9089.8	Uniforms	F1960.4	Workshops	\$ 165.00
				\$ 8,527.00

G8130.4	Utilities	G1990.4	Contingent	\$ 2,000.00
G8130.42	Utilities	G1990.4	Contingent	\$ 1,279.00
G9030.8	Social Security	G1990.4	Contingent	\$ 500.00
				\$ 3,779.00

2. Harrington made a motion, seconded by Bowe to approve the End of Year budget transfers. All in favor.

May Transfers-Year End				
TO:		FROM:		
A1620.4	Buildings Contractual	A5010.4	Contractual	\$ 35.00
A5110.4	Contractual	A8560.4	Shade Trees	\$ 7,830.00
A5680.4	Drug Testing	A9010.8	Retirement	\$ 34.00
A8010.4	Zoning Contractual	A5110.4	Contractual	\$ 5,550.00
A8020.4	Planning Contractual	A5110.4	Contractual	\$ 5,492.00
				\$ 18,941.00
F8310.4	Contractual	F1960.4	Workshops	\$ 101.00
F8320.4	Contractual	F8320.41	Contractual	\$ 3,902.00
F9089.8	Uniforms	F1960.4	Workshops	\$ 165.00
				\$ 4,168.00
G8130.44	Treatment and Disposal-misc	G8130.4	Contractual	\$ 1,531.00
G8130.44	Treatment and Disposal-misc	G8130.41	Material and Supplies	\$ 3,000.00
				\$ 4,531.00

3. The Mayor told the board that he reviewed the vouchers per our policy because we were not meeting in person. He has signed off on all of them and we will present them to the next in person meeting for the Board to review. Abstract #12 (vouchers 383-420), HB 5, TA 12) was audited and approved in the following amounts: general fund \$32,643.08; water fund \$89,268.52; sewer fund \$11,919.90; Capital Sewer Project \$3,516.50 and TA \$99.00. The clerk and DPW supervisor declared that all services have been rendered and all goods have been received. Bowe motioned, Poole seconded and it was unanimously carried to pay the bills as presented.
4. The Financial Reports from April were submitted for review.

5. Donna reviewed the fund balance projections with the Board after reviewing them with the Mayor. The General Fund is projected to have a large amount of surplus because the vehicles we had budgeted are not coming in this year. The following motions were made:
 - a) General Fund-Harrington made a motion, seconded by Conklin to approve up to \$10,000 be put in the Insurance Reserve, up to \$50,000 put into the Equipment Reserve, up to \$60,000 in the Highway Reserve and up to \$5,000 in the Technology Reserve at year ending 2020. All in favor.
 - b) Water Fund-Bowe made a motion, seconded by Harrington to approve up to \$30,000 in the Water Reserve. All in favor
 - c) Sewer Fund- Conklin made a motion, seconded by Poole to approve up to \$50,000 into the Debt Stabilization Reserve. All in Favor
 - d) Donna reminded the Board that they will not get Financial Reports next month till the 19/20 year is closed.
 - e) Village taxes will be mailed out at month end and collection will start in June.

CEO report: The monthly report was submitted for review and discussion.

Public works report:

Water:

1. Update on the pump failure. The pump has been replaced and is now working.
2. The Water Quality Report is complete and Donna will put it on the website.

Sewer and WWTP:

1. The UV system is up and running fine and we are meeting all the required mandates.

Streets and Equipment:

1. Oil and stoning has been done and the street stripers should be here any day to complete the striping and the crosswalks will be done soon.
2. The new crosswalk sign is ordered. The school also ordered one. Brian asked where the Board wanted them placed. It was agreed the first one should go up on the Corners of Oakmount and Main. The guys will start the prep work for that before it comes in. They will ask the school resource office for input on the location of the second one the school is purchasing. We have agreed to install their purchase of the crosswalk also.
3. There is no news on the dates for either vehicle to be delivered. (Pickup and Dump trucks)
4. Brian has asked Extreme Tree to take down 3 trees that are dying.
5. Brush pick up has started.
6. Summer work will continue.
7. Brian spoke about Rick Widman's retirement. He plans on leaving in September and retiring in January. Brian is putting together a replacement outline which will include a Water/Sewer Operator and someone with a CDL and possibly construction background.

Brian was excused from the meeting at 6:00

The Board went into executive session to discuss a particular employee's retirement at 6:00.

The Board came out of the executive meeting at 6:10

Village Engineer: no reports.

Standing committees: no reports

Special Committees:

Unfinished Business: none

New business:

1. **Adjournment:** The June meeting will be the fourth Wednesday, June 24, 2020. Falsone motioned, Conklin seconded and it was unanimously carried to adjourn the meeting at 6:11pm.

Respectfully submitted,

Donna Wollschleger,
Clerk/Treasurer