

## EXHIBIT 2016-003

**Minutes**  
**Marcham Hall**

### VILLAGE OF CAYUGA HEIGHTS BOARD OF TRUSTEES SPECIAL MEETING

**Tuesday, March 31, 2015**  
**9:00 a.m.**

**Present:** Mayor Supron; Trustees: Friend, Robinson, Salton, and Woodard; Superintendent of Public Works Cross; Clerk & Treasurer Mangione.

**Absent:** Trustees Hamilton and Crooker.

**Call to Order:** Mayor Supron called the meeting to order at 9:10 a.m.

A Special Meeting of the Board of Trustees of the Village of Cayuga Heights was called to authorize the purchase of mechanic's tools for the Public Works Department. In order to repair and maintain Village vehicles and equipment, it is necessary to have tools available. Quotes for the following have been obtained per Purchasing Policy guidelines.

Basic Hand Tools  
Air/Impact tools  
18 drawer tool chest/cabinet

The budget for Central Garage Equipment will be adjusted to accommodate the purchases. Water System - Contractual (F8350.410) and Sewer Lines Contractual (G8120.410) will each be debited \$1,500; Central Garage Equipment (A1640.200) will receive a budget transfer of \$1,500 from Central Garage Contractual (A1640.410).

Additionally, other Budget Journal adjustments are necessary prior to authorization of Abstract 11 at the April meeting of the Board of Trustees. These are as listed below.

**Resolution # 7574**

**BE IT RESOLVED THAT:** Authorization is granted to the Treasurer to make the following Budget Journal adjustments for Fiscal Year Ending May 31, 2015.

ACCOUNT		DEBIT	CREDIT	COMMENTS
A1640.200	<b>Central Garage - Mechanic Tools</b>	<b>\$ 4,541.27</b>		
A1640.200	Central Garage - Equipment		\$ 1,972.13	Unencumbered Balances
A1640.410	Central Garage - Contractual		\$ 10,203.91	
A1640.440	Central Garage - Utilities		\$ 3,536.20	\$1000 - \$1,500 available
A1440.410	SPW - Contractual		\$ 1,000.00	
F8350.410	Water System - Contractual		\$ 15,742.90	
F8350.490	Water System - Equipment Maint		\$ 4,990.22	
G8120.410	Sewer Lines - Contractual		\$ 13,873.62	
G8120.490	Sewer Lines - Equipment Maint		\$ 552.57	
A1620.490	Village Hall - Building Maint		\$ 591.42	
A1620.450	Buildings - 825 Hanshaw		\$ (217.84)	add'l work proposed
A1620.410	Village Hall - Contractual		\$ (219.31)	
A3410.410	Fire - Contractual		\$ 27,322.42	
A3410.460	Fire - Rescue - Contractual		\$ (613.89)	
A5110.100	Street - Personal Services		\$ (15,170.72)	
A5142.100	Snow - Personal Services		\$ 30,247.96	add'l charges PR 3/29/15
G1990.400	Sewer Fund Contingency		\$ 34,551.00	
G8130.490	WWT Plant - Equipment Maint		\$ (1,140.51)	

*Motion:* Trustee Salton

*Second:* Trustee Friend

*Discussion:* none

*Ayes:* Friend, Robinson, Salton, and Woodard

*Nays or Abstentions:* none

**Motion carried**

**Resolution # 7575**

**BE IT RESOLVED THAT:** Authorization is granted for the purchase of tools for use by Department of Public Works personnel for the repair and maintenance of Village equipment and vehicles.

*Motion:* Trustee Robinson

*Second:* Trustee Woodard

*Discussion:* Information on availability of a contractor's discount from Home Depot must be requested.

*Ayes:* Friend, Robinson, Salton, and Woodard

*Nays or Abstentions:* none

**Motion carried**

The Special Meeting of the Village of Cayuga Heights Board of Trustees was adjourned by Mayor Supron at 9:31 a.m.