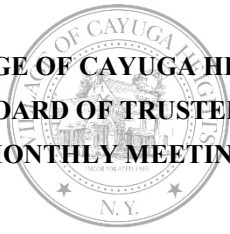


Minutes  
Marcham Hall

VILLAGE OF CAYUGA HEIGHTS  
BOARD OF TRUSTEES  
MONTHLY MEETING

Monday, June 17, 2019  
7:00 p.m.



**Present:** Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton; Police Chief Wright; Village Engineer Cross; Assistant Superintendent of Public Works Wiese; Treasurer Mangione; Clerk Walker; Attorney Blaise

**Call to Order:** Mayor Woodard calls the meeting to order at 7:03 p.m.

**2. Approval of Meeting Minutes: April 15, 2019 (Exhibit 2020-2024)**

a. Approval of the April 15, 2019 meeting minutes was tabled until the July 22, 2019 Meeting.

**b. Approval of Meeting Minutes: May 20, 2019 (Exhibit 2020-2025)**

**Resolution # 8481**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves the May 20, 2019 meeting minutes as presented.

*Motion:* Trustee Biloski

*Second:* Trustee McMurry

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, and Robinson

*Nays:* none

*Abstentions:* Trustee; Salton

**Motion Carried**

•Mayor Woodard introduces Cayuga Heights Police Officer, James Manning, who is present to be promoted tonight as the new Cayuga Heights Police Sergeant.

**Resolution # 8482**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees authorize Mayor Woodard to promote Officer James Manning to Cayuga Heights Police Sergeant.

*Motion:* Trustee Biloski

*Second:* Trustee McMurry

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

•Newly promoted Sergeant Manning thanks members of his family and co-workers. Sergeant Manning then requests his father pin his new police badge on his uniform.

•Trustee Salton acknowledges the turnout of Sergeant Manning’s friends and family for this well-deserved promotion. The Village is privileged to have this police force behind it.

**3. Report of Fire Superintendent Tamborelle: Submitted Report (Exhibit 2020-026)**

- The fire station has an internal gutter system that is failing. Trying to locate the exact origins of the leaks is difficult. Last month some flashing work was done as a short-term fix.
- Superintendent Tamborelle also reported that over the weekend a tree fell on power lines on Highland Road knocking out power to over 700 residents.

**4. Privilege of the Floor:**

•Developer and property owner of the Upland Heights proposed project, Mark Mecenas, informs the Board that revisions to the original plans have been emailed to the Board members. A new idea for the wetlands is also proposed.

**5. Report of Mayor Woodard:**

**a. Design Phase LED Streetlights:** NYPA representative, Casey Mastro, could not make the meeting tonight but would like to meet at a different time.

•Trustee Robinson invites NYPA’s C. Mastro to attend the Public Works Committee meeting on July 12, 2019 at 9:00 a.m. Mayor Woodard will reach out him and confirm he can attend.

**b. Climate Smart Community/ Culvert Project on Cayuga Heights Road.**

Terry Carroll from NYSERDA informed Mayor Woodard about a grant opportunity that might assist the Village with rightsizing of culverts on Cayuga Heights Road. T.G. Miller and grant writer, Michelle Palmer, from Templeton Landscape Architecture and Planning were contacted to help submit the grant with such a short deadline. The first step is for the Village to become a Climate Smart Community.

**Resolution # 8483**

**WHEREAS**, the Village of Cayuga Heights believes that climate change poses a real and increasing threat to our local and global environments and is primarily due to the burning of fossil fuels; and

**WHEREAS**, the effects of climate change will endanger our infrastructure, economy and livelihoods; harm our farms, orchards, and ecological communities, including native fish and wildlife populations; spread invasive species and exotic diseases; reduce drinking water supplies and recreational opportunities; and pose health threats to our citizens; and

**WHEREAS**, we believe that our response to climate change provides us with an unprecedented opportunity to save money, and to build livable, energy-independent and secure communities, vibrant innovation economies, healthy and safe schools, and resilient infrastructures; and

**WHEREAS**, we believe the scale of greenhouse gas (GHG) emissions reductions required for climate stabilization will require sustained and substantial efforts; and

**WHEREAS**, we believe that even if emissions were dramatically reduced today, communities would still be required to adapt to the effects of climate change for decades to come,

**IT IS HEREBY RESOLVED** that the Village of Cayuga Heights, in order to reduce greenhouse gas emissions and adapt to a changing climate, *adopts the New York State Climate Smart Communities pledge, which comprises the following ten elements:*

- 1) Build a climate-smart community.
- 2) Inventory emissions, set goals, a plan for climate action.
- 3) Decrease energy use.
- 4) Shift to clean, renewable energy.
- 5) Use climate-smart materials management.
- 6) Implement climate-smart land use.
- 7) Enhance community resilience to climate change.
- 8) Support a green innovation economy.
- 9) Inform and inspire the public.
- 10) Engage in an evolving process of climate action.

*Motion:* Trustee Robinson

*Second:* Trustee McMurry

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**Resolution # 8484**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign a contract with Michele Palmer from Templeton Landscape Architecture and Planning to complete the grant writing for the NYSDEC Grant Pedestrian Access and Culvert Right-sizing grant. This contract is not to exceed \$7,490 and will come from the Street’s Capital Improvement project fund.

*Motion:* Trustee Marshall

*Second:* Trustee Friend

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**Resolution # 8485**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign a contract with T.G. Miller for additional work for the submission of the NYSDEC Grant Pedestrian Access and Culvert Right-sizing grant in the amount of \$6,500 from funds in the Street Capital Improvement project fund.

*Motion:* Trustee Robinson

*Second:* Trustee Biloski

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

Nays: none  
 Abstentions:

**Motion Carried**

**d. WWTP Bids:** All bids were opened on May 29, 2019

TABULATION OF BIDS RECEIVED  
 VILLAGE OF CAYUGA HEIGHTS, NY  
 WASTEWATER TREATMENT PLANT UPGRADE  
 PHASE 1 - HEADWORKS REPLACEMENT  
 Bid Opening: May 29, 2019 (2:00 PM)

	Blue Heron Construction Jordan, NY	Matco Electric Vestal, NY	Kahrs Construction Alex. Bay, NY	Patricia Electric Syracuse, NY	O'Connell Electric Victor, NY	John W Danforth Co. Victor, NY	Kimble Inc Elmira, NY	King & King Mechanical Auburn, NY	J&K Plumbing Binghamton, NY
<b>Contract 1: General</b>									
Schedule A: Lump Sum Bid Items									
1A-1: General Construction	\$ 2,363,611								
<b>Schedule B: Additive Alternates</b>									
1B-1: Demolition of Former Lime Sludge Thickener	\$ 22,000								
1B-2: Demolition of Existing Aerated Grit Chamber	\$ 58,000								
Schedule C: Total Bid Price	\$ 2,443,611								
<b>Contract 2: Electrical</b>									
Schedule A: Lump Sum Bid Items									
2A-1: Electrical Construction	\$ 209,000	\$ 230,000	\$ 240,000	\$ 499,074					
<b>Schedule B: Additive Alternates</b>									
2B-1: Demolition of Former Lime Sludge Thickener	\$ 6,800	\$ 2,500	\$ 5,000	\$ 8,527					
2B-2: Demolition of Existing Aerated Grit Chamber	\$ 6,800	\$ 2,500	\$ 10,000	\$ 10,343					
Schedule C: Total Bid Price	\$ 222,600	\$ 235,000	\$ 255,000	\$ 517,944					
<b>Contract 3: HVAC</b>									
Schedule A: Lump Sum Bid Items									
3A-1: HVAC Construction					\$ 179,383	\$ 187,200	\$ 209,137	\$ 237,000	
Schedule B: Total Bid Price					\$ 179,383	\$ 187,200	\$ 209,137	\$ 237,000	
Bid Security	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Statement of Surety's Intent	No	Yes	No	Yes	Yes	No	Yes	No	Yes
Bidder's Qualification Statement	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
Non-Collusive Bidding Certificate	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
NYSEFC Forms									
EEO Policy Statement	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes
DBE Subcontractor Participation Form (EPA Form 6100-2)	No	No	No	Yes	Yes	Yes	No	Yes	Yes
DBE Subcontractor Performance Form (EPA Form 6100-3)	Yes	Yes	No	Yes	Yes	Yes	No	Yes	Yes
DBE Subcontractor Utilization Form (EPA Form 6100-4)	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
Lobbying Certification	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes
American Iron and Steel Certification	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes

- All bids came in over GHD’s estimates. The Village only received one bid for the general contracting (Blue Heron of Auburn, N.Y.)
- The one critical issue the Board needs to think about is waiting and rebidding the whole project. If the Village waits this would push back Phase 1 and Phase 2 until next year. Blue Heron recognizes it is key to get the building enclosed before winter so work could continue. It is the recommendation of Mayor Woodard, Village Engineer B. Cross and GHD Consultant Nick Hatala to accept these bids and move forward.
- Trustee Salton states it will be critical in Phase 2 to get real estimates and evaluate how GHD structures their estimates.
- Trustee Marshall states the only means the Village has to stay on schedule would be to accept the Blue Heron Bid and move forward.

**Resolution # 8486**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard sign the awarded contract with Blue Heron Construction Company LLC for Contract No. 1- General Construction for a total bid price of \$2,443,611.00

*Motion:* Trustee Salton

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**Resolution # 8487**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the awarded contract with MATCO Electric Corporation for Contract No. 2- Electrical for a total bid price of \$222,600.00. This amount includes two additive alternative bids: Electrical demolition of the former lime sludge thickener and building; and a vacant building as a result of the construction of a new headworks building.

*Motion:* Trustee Biloski

*Second:* Trustee McMurry

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**Resolution # 8488**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the awarded contract with the John W. Danforth Company for Contract No. 3- HVAC for a total bid price of \$179,383.00. This contract did not include any additive alternate bids.

*Motion:* Trustee Robinson

*Second:* Trustee Marshall

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

•GHD will issue a letter to the awarded contractors for Mayor Woodard to sign.

**e. Health Care Update:** Mayor Woodard informs the Board that the Tompkins County Health Consortium (TCHC) municipal cooperative agreement requires all municipalities to have all employees enrolled in TCHC. The Village still is using the Teamsters Union health care for the all DPW employees. The next step for the Village is to look at a “gold” plan the TCHC offers which the Village could use to fund a Health Reimbursement Account (HRA) for the employees to off-set the higher deductibles.

•Mayor Woodard will have more to report next month.

**f. Road Use Agreement:** Cornell has done some pre-measurements on the Village roads that will be used for the NRCE project. C & S Engineering of Syracuse used a falling weight reflectometer to measure the current

conditions of the roads. After the project is complete another measurement will be conducted to determine the extend of road damage for which Cornell will reimburse the Village.

- The reimbursement amount under the agreement was capped at \$1,115,000.00.
- The results from C & S Engineering will be available later this month. The Village can have the Bergmann Engineering Company complete a study if the Board does not agree with the results.

**Resolution # 8489**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves and authorizes Mayor Woodard to sign the Road Use Agreement with Cornell University as presented by Attorney Blaise.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**g. Sergeant Position:** The Board announced the promotion of Officer James Manning at the beginning of this meeting.

**6. Report of the Trustees:**

**a. TAP Update:** Trustee McMurry states that the kick-off meeting took place last week with Gene Selanto (sp) and Julianne Delsole from the NYS Department of Transportation.

- B. Cross states that this is a locally administered state project and may not get the same amount of attention as a bigger project.
- Trustee McMurry states that there are a lot of questions that the Village needs answers to and feels that the project manager selection is key.
- The Village needs to form a new review committee to manage the selection of a design consultant for the Walking Safe TAP grant.
- The TAP Contract will be sent to the Village attorney for review and a resolution needs to be passed at a future Board of Trustees meeting.

**Resolution # 8490**

**BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees authorizes and approve the formation of the Walking Safe Cayuga Heights Consultant Selection Committee.

*Motion:* Trustee McMurry

*Second:* Trustee Marshall

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

Mayor Woodard appoints Trustee Rich Robinson to the Walking Safe Cayuga Heights Consultant Selection Committee for one year (2020)

**Resolution # 8491**

**BE IT RESOLVED THAT:** The Board of Trustees approves the appointment of Trustee Richard Robinson to the Walking Safe Cayuga Heights Consultant Selection Committee for one official year (2020)

*Motion:* Trustee McMurry

*Second:* Trustee Salton

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, and Salton

*Nays:* none

*Abstentions:* Trustee Robinson

**Motion Carried**

Mayor Woodard appoints Trustee Meloney McMurry to the Walking Safe Cayuga Heights Consultant Selection Committee for one year (2020)

**Resolution # 8492**

**BE IT RESOLVED THAT:** The Board of Trustees approves the appointment of Trustee Meloney McMurry to the Walking Safe Cayuga Heights Consultant Selection Committee for one official year (2020)

*Motion:* Trustee Salton

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, Robinson, and Salton

*Nays:* none

*Abstentions:* Trustee McMurry

**Motion Carried**

Mayor Woodard appoints herself to the Walking Safe Cayuga Heights Consultant Selection Committee for one year (2020)

**Resolution # 8493**

**BE IT RESOLVED THAT:** The Board of Trustees approves the appointment of Mayor Linda Woodard to the Walking Safe Cayuga Heights Consultant Selection Committee for one official year (2020)

*Motion:* Trustee Friend

*Second:* Trustee Marshall

*Ayes:* Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:* Mayor Woodard

**Motion Carried**

Mayor Woodard appoints Village Engineer Brent Cross to the Walking Safe Cayuga Heights Consultant Selection Committee for one year (2020)

**Resolution # 8494**

**BE IT RESOLVED THAT:** The Board of Trustees approves the appointment of Village Engineer Brent Cross to the Walking Safe Cayuga Heights Consultant Selection Committee for one official year (2020)

*Motion:* Trustee Marshall

*Second:* Trustee Salton

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

Mayor Woodard appoints Planning Board Member Jenny Leijonhufvud to the Walking Safe Cayuga Heights Consultant Selection Committee for one year (2020)

**Resolution # 8495**

**BE IT RESOLVED THAT:** The Board of Trustees approves the appointment of Planning Board Member Jenny Leijonhufvud to the Walking Safe Cayuga Heights Consultant Selection Committee for one official year (2020)

*Motion:* Trustee Friend

*Second:* Trustee Biloski

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**b. General Code Update:** The Codification Committee received the Code binders and have found changes they previously submitted that were not caught. Each member is re-reviewing the chapters and will notify General Code of the findings. The committee will present single page fact sheet highlighting the changes to present to the Board in order to schedule a Public Hearing for the August Board of Trustees meeting.

**C. Body Cameras:** Trustee Salton would like to re-visit discussions for providing police body cameras for our police department.

- Trustee Salton remarks that if the Village is going to be providing intermunicipal support to other departments then Village Police Officers should be supported and protected.
- Police Chief Wright states that they are a useful tool, and he will look into the implementation costs now and going forward.
- Mayor Woodard would like some input from other law enforcement agencies.
- Cornell University has gone to vehicle dash cameras with a body camera that turns on once the officer travels beyond the radius of the dash camera. Chief Wright supports installation of vehicle dash cameras.

**7. Report of Police Chief Wright: Submitted Report (Exhibit 2020-028)**

- Chief Wright expressed his thanks to the Board for adjusting the agenda to accommodate the promotion of Cayuga Heights Police Officer, James Manning, to Cayuga Heights Police Sergeant.



- Chief Wright also thanked Mayor Woodard and Trustee Salton for assisting in the Sergeant interview process with Officers: James Landon, Brandon Manheim and James Manning.

- The Village of Interlaken has approved \$8500 for the purchase of the 2014 Dodge Charger that will be replaced in the next couple of months.

**Resolution # 8496**

**BE IT RESOLVED THAT:** The Board of Trustees authorizes and approves the decommissioning of the 2014 Police Patrol Vehicle (#124) Dodge Charger VIN # 2C3CDXKT3EH351543 and authorizes the purchase of this vehicle by the Village of Interlaken for the “as is” price of \$8500.

*Motion:* Trustee Salton

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

- Trustee McMurry made a request to notify residents and parents when a police educational event is taking place at the Cayuga Heights Elementary School. Chief Wright agreed and has had discussions about this with the school district before.

**8. Report of ASPW Wiese:**

- The DPW staff is concentrating on potholes and drainage issues.

- Seasonal employee, Josh Randall, started last week.

- Trustee Salton requested that the Village Forrester take a look at the metal wrapping around some of the Chestnut trees on The Parkway.

- ASPW Wiese informed the Board that the Cayuga Heights Fire Department has a 2009 Dodge Durango that is going to auction this month. The Board agreed to pass a resolution and declare it surplus.

**Resolution # 8497**

**BE IT RESOLVED THAT:** The Board of Trustees authorizes and approves the decommissioning of the 2009 Cayuga Heights Fire Vehicle, a Dodge Durango, VIN # 1D8HB38P29F712702 as surplus.

*Motion:* Trustee Friend

*Second:* Trustee Robinson

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**9. Report of Engineer Cross:**

**a. 206 Northcross Road Address:** The North Campus Residential Expansion (NCRE) requires a street address for the construction trailer yard. The fenced yard will be located just north of the bus stop at the corner of Northcross and Jessup roads. They would like to designate the use of 206 Northcross Road for this street address.

**Resolution # 8498**

**WHEREAS**, the Tompkins County Department of Emergency Response (DoER) oversees emergency dispatch and communications systems that allow residents to dial 911, and;

**WHEREAS**, 911 is the number to report a police, fire, or medical emergency that requires the immediate presence of police officers, fire fighters, or emergency medical personnel, and;

**WHEREAS**, new address designations are approved by a municipality’s governing body.

**NOW, THEREFORE, BE IT RESOLVED THAT:** the Village of Cayuga Heights Board of Trustees approves 206 Northcross Road as the designated address for the NCRE construction trailer yard.

*Motion:* Trustee Salton

*Second:* Trustee Marshall

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

- Trustee Robinson pointed out that there is a 102 Sunset Drive. Which was not included in the street-wide address change last month. B. Cross will reach out to the residents and address this at the July Board meeting.
- B. Cross states that he contacted EVOQUA to provide a new boiler quote for the WWTP. That quote just came in late today in the amount of \$148,787.00. A purchase order and 25% deposit is needed to start building the boiler. The funds are built into Phase 2 and use in Phase 1 of the WWTP project.

**Resolution # 8499**

**BE IT RESOLVED THAT:** The Board of Trustees authorizes and approves the creation of a purchase order and pre-pay the 25% (\$37196.75) down payment to EVOQUA Water Technologies of Waukesha, Wisconsin for the development of a WWTP boiler.

*Motion:* Trustee Biloski

*Second:* Trustee Friend

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

B. Cross summarizes the following updates to the Board:

- In 2018, the Village applied for a WQIP grant for the WWTP and was not successful. In a phone conversation today with N.Y.S.D.E.C and GHD, B. Cross. Revealed the Village score was very high on the past application and was encouraged to re-apply.
- BorgWarner has begun to look at a no-discharge process (in-house) waste water treatment system. They would be the first plant within their industry to be a zero-discharge facility.
- Snug Planet has completed an initial survey of Village Hall and is coming back to evaluate the basement and crawlspaces.
- Bergmann and Associates has finished their report and B. Cross will distribute to the Board this week.

**10. Report of Treasurer Mangione: Submitted Report (Exhibit 2020-031)**

**Abstract # 13**

**Resolution # 8500**

**BE IT RESOLVED THAT:** The Village of Cayuga Heights Board of Trustees approves Abstract #13 for FYE2019 consisting of TA vouchers 111-119 in the amount of \$3676.82 and Consolidated Fund vouchers 890-972 in the amount of \$208,189.33 and the Treasurer is instructed to make payments thereon.

*Motion:* Trustee Marshall

*Second:* Trustee McMurry

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:*

**Motion Carried**

**Abstract # 1**

**Resolution # 8500**

**BE IT RESOLVED THAT:** The Village of Cayuga Heights Board of Trustees approves Abstract #1 for FYE2020 consisting of TA voucher 1 in the amount of \$14,843.85 and Consolidated Fund vouchers 1-25 in the amount of \$311,381.47 and the Treasurer is instructed to make payments thereon.

*Motion:* Trustee Salton

*Second:* Trustee Friend

*Ayes:* Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson, and Salton

*Nays:* none

*Abstentions:* none

**Motion carried**

**11. Report of Clerk Walker:**

- Deputy Clerk Rich has returned to work after a scheduled leave of 4.5 weeks.
- The Village Tax Bills were mailed out on June 1, 2019 and to date the Village has collected \$520,000.
- Clerk Walker and the staff will be reviewing internal Village policies for the July Board of Trustees meeting.

**12. Adjournment:** Mayor Woodard adjourns the meeting at 9:50 p.m.

DRAFT