



# VILLAGE OF CUBA

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**Michele Miller- Mayor**

**Steve Raub-Deputy Mayor**

**Clerk/Treasurer Elizabeth Miller.-Trustee**

**Deputy Clerk Tom Taylor- Trustee**

**Roman Cavalletti- STP Operator Jim Barnes-Trustee**

**Kevin Margerum-Code Enforcement**

**Rick Hall DPW- Superintendent**

**Corine Bump-**

**Lori Sweet-**

**THE 4/13/2021 REGULAR MONTHLY BOARD MEETING AND PUBLIC BUDGET HEARING WAS OPEN TO A LIMITED NUMBER OF THE PUBLIC IN PERSON AND AVAILABLE FOR ALL TO VIEW UPON REQUEST THROUGH A ZOOM MEETING AT 7:00 PM.**

The chairs in the office were spaced six feet apart to comply with social distancing, and everyone entering was required to wear a face cover.

**PRESENT:** Mayor Michele Miller, Trustees Steve Raub, Jim Barnes, and Elizabeth Miller

**PRESENT VIA WEB ZOOM MTG OFF SITE:** Trustee Tom Taylor

**ALSO, PRESENT:** Rick Hall, Roman Cavalletti, Corine Bump, Cynthia Dutton- Cuba Patriot, Kirk Keiser, Cindy Colley, Terry Moot, Lionel Legry, Josh Horton, Ken Horton, Mary Horton, Tina Dalton, Lee James, Melodie Farwell, William Vigus

Also present via Zoom- Lou Vogel- Stretch Energy Codes

MAYOR MILLER OPENED THE APRIL 13, 2020, MEETING WITH THE PLEDGE OF ALLEGIANCE at 7:00 pm.

Mayor Miller thanked all in attendance for participating.

At this time, Mayor Miller opened the Public Hearing for the 2021-2022 Tentative Budget.

Mayor Michele Miller read her 2021-2022 budget message as follows:

The 2021-2022 Cuba Village Tentative Budget was prepared at two budget workshops held on February 25, and March 11. It is on file and is available for public review. The Village Budget consists of several funds: the General Fund, which is funded mainly by taxes and other revenues. The Water Fund and the Sewer Fund are funded by water and sewer rents. Capital Accounts are used for Capital Projects and there are none active at this time. All funds are managed according to accounting standards set by the New York State Comptroller's Office.

The General Fund Budget: The Town of Cuba 2020 assessment will be in effect for the 2021-2022 Village Budget. The new assessments show a total assessed taxable value of \$42,466,435 which is an increase of \$145,500 more than last year's total. Exempt property assessment is \$24,169,176 or 36% of the total assessed value. The \$861,961 General Fund appropriation includes a \$743758 tax levy a tax rate of \$17.514 per 1,000 of assessed value, which is .25 increase from last year. This year additional expenditures include a 3% increase for employees, contractual pay increases, an increase in the minimum wage per hour, and an increase in health insurance. Also substantial infrastructure repairs have been budgeted.

A Village property assessed at 60,000 will have a tax bill of \$1051.00 an increase from last year of \$17. Our unreserved fund balance has continued to grow as Village fiscal management has reduced some expenditures and made economical improvements.

The Water Fund is entirely financed by water rents received and miscellaneous revenues. Water lines need to be replaced as the infrastructure is old, as it is in other communities. The Village Board continues to monitor the water rents and expenditures.

The Sewer Fund Budget is entirely financed by sewer rents and charges. Upgrades are needed at the Waste Water Treatment Plant as equipment ages and in order to comply with DEC regulations. The Village Board continues to monitor this to determine if the rates are adequate to support the costs.

The Village's total outstanding debt balances for the fiscal year ending on May 31, 2021 are:

- WATER FUND (water tank) Balance \$149,000 matures 10/2032;
- SEWER FUND Balance \$90,000 matures 10/2025
- Clean Water (ARRA Project) Balance \$506958.00 matures 6/2033-
- Route 446 Balance \$125,000 matures 6/2024

We are fortunate to be able to continue to provide quality services to the village. Leaf pick-up, snow removal, tree maintenance, brush pick-up, street sweeping, summer recreation, garbage and recycling pick-up, and well-maintained parks are some of the services available to all. In addition, we have a ready supply of clean, good-tasting water, available at the turn of a faucet. We wish to thank the Village employees who, as always, have been outstanding in their daily tasks.

Mayor Miller thanked the trustees for devoting so much time and thought and input for creating this budget together. It was not an easy process.

Mayor Miller, Trustee Miller, Trustee Taylor, Rick Hall and Corine all recited the Oath of Office for the new year.

Mayor Miller's appointments- One year appointments 2021-Deputy Mayor- Steven Raub

Budget Officer- Corine Bump

Records Management- Corine Bump

Deputy Clerk- Lori Sweet  
 Superintendent of Public Works-Rick Hall  
 Deputy SPW-Randy Snyder  
 Village Attorney- Ron Hull, Heisman Nunes and Hull  
 Official Depositories- Community Bank NA  
 Official Newspaper- Patriot and Olean Time Herald  
 Code Enforcement/ Building Officer/ Zoning Officer- Kevin Margerum  
 Civil Defense Officer- Nick Sweet  
 Village Historian- Dave Crowley

Village Planning Board- Susan Hillman term to expire 2026  
 Zoning Board of Appeals- Patti Metler-term to expire-2026

Village Board Committees-

<b>Personnel-</b>	<b>Planning/Zoning Code</b>	<b>Finance-</b>	<b>Refuse/ Recycling</b>
Steven Raub	Steven Raub	Steven Raub	Tom Taylor
Jim Barnes	Liza Miller	Tom Taylor	Jim Barnes
<b>Infrastructure-</b>	<b>Parks and Recreation</b>	<b>Public Safety-</b>	
Steven Raub	Tom Taylor	Tom Taylor	
Jim Barnes	Liza Miller	Liza Miller	

Guests: **Lou Vogel from NYSERDA** presented a Power Point via Zoom regarding the Stretch Energy Codes. This would be for new construction or renovation of more than 50% of the building it is eligible. It's an opportunity for grant money. As an example, Tom Taylor is having conversations with developers for Senior Housing in the area. A new build would have to follow the new codes if adopted and the savings would be recouped after installation. Mr. Vogel presented a Power Point for all to view- Below are some high points listed

**Based on proven technologies, systems & construction techniques**

- Integrates best practices from programs such as ENERGY STAR for Homes
- Does not require builders to use new, unavailable or unfamiliar products
- Does not require building departments to adopt new means of enforcement
- Long-term benefits of building better today
- Lower energy use means reduced operating costs, saving building tenants and owners money
- Money saved in YOUR community is more likely to STAY in the community
- Climate & community benefits
- Opportunity for professions involved in higher-performance building design, construction and performance verification
- Increases community attractiveness - more owners and tenants desire green and energy efficient buildings
- More resilient buildings and communities
- Energy Codes help provide healthier indoor environments
- Greater comfort = resident/occupant satisfaction/comfort

Full Power Point available at the Clerk's Office.

**Tina Dalton- Director from the Cuba Library-** She presented the Annual Report. She is happy to report that Library is almost back to their normal operating less 6 hours. They used creative ways to reach patrons of the library and have many technology systems available to borrow for members of the Library. No book donations are currently being received; however Olean Library is accepting donations. Mayor Miller Commended the Library's efforts during the Pandemic and thanked all at the library. Full report on File at the Clerk's Office.

**Lionel Legry and Terry Moot-** provided an update in regard to the apartment buildings and businesses on East Main St. So far, four new families are in the Story Block and two new families in the Empire Block. The head Start Program with ACCORD Corporation continues to operate in the Empire Block downstairs. A new business is moving into the downstairs of the Story Block and there will soon be two new apartments and the opportunity for seven businesses inside the O'Malley Building. They are hoping to partner with the Chamber of Commerce and ACCORD Corporation. The new lift was purchased today making the O'Malley building accessible to other floors via elevator.

They stated they are unsure whether they should continue the renovation of the buildings inside of Cuba due to a major concern on this end of Main St. and that is parking. Lionel presented a paper with a Google Map view of the East Main St. southern block and 50% of the block has places to park, however these are made inaccessible by the property owners. Terry stated that is well within the property owners' rights. The owners of the parking lot on the West Main St./ Genesee St side of town allow all to use it without restriction. They don't want to see businesses on Main St. negatively affected and would like to work as a community. They asked the village to offer fair market value to the owners of the property for municipal parking available to all or to research acquiring the property by eminent domain. He also suggested diagonal parking on Main St to allow more parking spaces.

Cuba resident Bill Vigus agreed the Village of Cuba needs to grow and act on these issues soon before Cuba becomes an area people leave.

Ken and Mary Horton owners of a business on Main St. and Cuba residents agreed that parking is indeed an issue and they would like to see some kind of remedy that is beneficial to all. They appreciate the work Terry and Lionel have done and the growth they are trying to foster in the Village of Cuba.

**Kirk Keiser** attended on behalf of a group of private citizens to revisit asking the Village to consider allowing atv/utv/luv/ and golf carts to travel through the village to get from one side of town to the other. This would allow people with them to get from private trails on one side of the area to the other side of the area. It would also allow people to make food and fueling stops or perhaps shopping in town generating revenue. Kirk is asking the Village to impose a fee and provide proof of insurance to generate revenue within the community. He said if allowed, a time frame would be observed along with speed limits. This is not to "ram up and down Village streets", just pass through.

Terry Moot agreed he thinks allowing people to do this would generate revenue and allow people to travel inside the town. Mary Horton stated she is all for it. He said it would assist in parking if people had smaller ways to motor travel. Cindy Colley stated she has been explaining to people this would not be to travel up and down Village Streets to ram around. It would be like the snowmobiles, traveling in,

out, and through to get from one point to another. Mayor Miller stated she spoke with the County and they feel they should take the lead. She stated a short survey was sent to water customers of the Village to gauge interest and this is not falling on deaf ears.

**MINUTES:** Minutes from the 3/8/2021 monthly meeting were sent via email. They were reviewed prior to tonight's meeting. **JIM BARNES MADE A MOTION TO ACCEPT THE MINUTES AS PRESENTED FROM BOTH MEETINGS WITH STEVE RAUB GIVING A SECOND.**

**BILLS:**

The bills were reviewed by Mayor Miller, Trustees Raub and Taylor prior to tonight's meeting. Some discussion took place and **TRUSTEE RAUB MADE A MOTION TO APPROVE THE BILLS WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED TO PAY THE BILLS.**

**Approval of Claims and Bill Payment:** Abstracts Voucher #'s – 202100611-202100683

General Fund – \$41,621.52 Water Fund- \$22,098.66 Sewer Fund- \$7,000.53

TOTAL- \$70,720.71

**POLICE REPORT:** Chief Burch submitted the School Resource Officer Report and it is on file at the Clerk's Office.

**BUILDING INSP./CEO:** On File at the Clerk's Office

**WASTEWATER PLANT REPORT:** The DMR was sent in for February and everything was within limits. The yearly plant loading and flows for the year was completed. Roman successfully passed his 2A test and is a licensed 2A Operator as of 4/1/2021.

Roman presented information about a RAFA monitoring system. He had them come give him a quote to upgrade the monitoring and controlling of the plant. The cost he presented was \$38,000. He will have more information to come.

Roman asked if he could pursue getting his water license. He won't have his 3A for at least two more years and is willing to get his water license. He also asked if the requirement of obtaining his Class B license can be waived since his current job at the plant does not need it. The board tabled the discussion for the time being.

**SUPERINTENDENT OF PUBLIC WORKS:**

- 1) Monthly Water Test Results for E. coli/Coliform – Both "Negative"
- 2) Started sweeping streets on March 11th
- 3) Installed "Pet Waste" sign back in Chamberlain Park
- 4) Cold Patching Potholes (out of material)

- 5) Put out more picnic tables in Chamberlain Park along with new "Social Distancing" signs
- 6) Installed conduit, kiosk and car chargers at Old Greyhound Restaurant with help of grounds keeper Mike Dewe
- 7) Randy, Jeff, I all watched a webinar to get hours needed to renew our water licenses
- 8) Put out sitting benches in the downtown "Business District"
- 9) Put out skate park equipment
- 10) Brush Day – Took three employee's 2 ½ days to get brush done
- 11) Worked on shop project on rain days and installed new window, new electric panel box and ran conduit w/new wiring.
- 12) Hauled the gravel from W.B. Park that was removed from the creek last fall
- 13) Completed the Annual Water Quality Report (AWQR) which was approved by the Department of Health
- 14) Made catch basin repairs at the corners of E. Main and Church St. and Patriot Ave. and Bristol Street
- 15) Replaced the padlocks on the test wells and secured the vent caps both at the landfill
- 16) Put the whiskey barrels out at the four corners for the "Beautification Committee"
- 17) Made ground repairs at sites of two leaks this winter. Medbury Heights and Bull Street (just need topsoil, seed and hay)
- 18) Equipment Repairs: Replaced "engine cowl seal" on sweeper. (\$1,100+), New governor on International, Serviced mower and roller

Full report on file in the clerk's office.

Bill Vigus had a question about sidewalks and inquired about the code. Clerk Bump took his email address to get him the information he requested.

Mayor Miller confirmed with SPW Hall about the overnight parking on Village Streets from November 1 to May 1. She asked if that could be lifted as of tonight's meeting as long as no major snowfall occurs.

**TRUSTEE RAUB MADE A MOTION TO LIFT THE NO PARKING ON VILLAGE STREETS FROM 04/12/21 THROUGH THE REMAINDER OF THE MONTH WITH TRUSTEE BARNES OFFERING A SECOND. ALL IN FAVOR AND THE PARKING LAW WAS LIFTED.**

Cindy Colley thanked the board for even considering lifting the law for the remainder of the month as it will make parking easier for her.

Trustee Taylor asked about the new bike rack near the new St. James Park on Main St. SPW Hall stated there are three new bike racks going in with a total of six. They are waiting on Dig Safe NY tickets to be filled before completing the installations. They will also be near the Pocket Park/ Goddess Cuba Statue by Pa Ingalls Lane, at the Cuba Library, The Liberty Pole, the Cuba Chamber Office, behind the gazebo at Genesee Parkway and the crew will be refurbishing the bike rack from the Cuba Library to put down by the Greenway Trail.

**CLERK/TREASURER REPORT:**

Voided checks- PR Check #'s 4973-4980, 5033-5037 and GF 16309 for banking purposes

- The Election was 3/16/21 Noon to 9. There was a larger turnout than in past years. Congratulations Mayor Miller, Tom Taylor, and Liza Miller on two more years with the Village of Cuba.
- Water and Sewer payments have slowly been coming in. The clerk's office will be sending relevy amounts to the county.
- Lori and Corine continue Covid-19 cleaning procedures and tracking of people entering the office. No one can enter the clerk's office without a face cover.
- Documentation continues to be requested by all Village employees for Covid-19 tracking and potential State reimbursement if instances occur.
- The Tax Cap was submitted to the NYS Comptroller's Office and The Constitutional Tax Limit is ready to be submitted along with the budget within ten days of budget adoption.
- Corine is trying to update the bank accounts with the NYS Payment processing center but keeps running into issues with different responses from NYS.
- Corine has been working closely with Freed Maxick and Logics to finalize the AUD for 19-20 and touched base with the comptroller's office to ensure them I am still working.
- Corine attended NYS Accounting School and has Advanced Accounting school scheduled for this week. (This might make the minutes be delayed until next week, but still within the timeframe they are due).
- Lori packaged the Water and sewer bills and added a survey regarding ATV/UTV/ golf cart use.
- Lori covered the office while Corine used a few vacation days before the end of the fiscal year. Thank you so much!

#### **MAYOR'S REPORT:**

Mayor Miller spoke regarding the presentation from Lou Vogel and the Stretch energy codes. There is a template and if the Board decided to proceed a resolution will need to be adopted. This is point based and could result in another \$5,000 award and adopting the resolution gives points!

Mayor Miller discussed the sidewalk issues inside the village and sent more letters to property owners encouraging them to address their needs for repairs. The Village wants to work WITH homeowners as improved sidewalks benefit everyone.

Mayor Miller discussed the scheduled Dairy Days Festival for June 18, and 19<sup>th</sup>. The Chamber of Commerce has asked that the following streets be closed to allow sufficient setup and social distancing for the safety of all in attendance. Friday June 18<sup>th</sup> from Elm St to Route 305 from 4:00 pm to 11:00 pm and from Elm St. to Green St. Saturday June 19<sup>th</sup> from 7:00am to 11:00 pm. The Chamber has also asked to have the open container law lifted 6/18 4PM-11PM and Saturday 11AM to 11PM.

**TRUSTEE RAUB MADE A MOTION TO CLOSE MAIN STREET FROM ELM TO THE INTERSECTION OF STATE ROUTE 305 ON 6/18 FROM 4:00 PM TO 11:00 PM AND FROM ELM ST TO GREEN ST ON SATURDAY**

**6/19 FROM 7:00AM TO 11:00 PM with TRUSTEE E. MILLER OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

**TRUSTEE BARNES MADE A MOTION TO LIFT THE OPEN CONTAINER LAW 6/18 4PM-11PM AND SATURDAY 11AM TO 11PM. WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

Mayor Miller discussed the importance of trees in the community and provided Clerk Bump with the Arbor Day Proclamation for April 30, 2021

**PROCLAMATION**

WHEREAS, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday, call Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the Air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal, and

NOW, THEREFORE, Michele Miller, Mayor of the Village of Cuba Village, do hereby proclaim April 30, 2021 as ARBOR DAY

In the Village of Cuba, New York, and Mayor Miller urge all citizens to support efforts to protect our trees and

woodlands and to support our city's urban forestry program, and

FURTHER, I urge all citizens to plant trees to gladden the hearts and promote the well-being of present and future generations.

DATED this 12th of April 2021.

Terry Moot offered a spot in front of the O'Malley building to plant a new tree.

**OLD BUSINESS:**

Mayor Miller stated there is a piece of blacktop behind the Empire Block and the Freeman property that belongs to the Village. Discussion took place as to the need for this property. With there being no need

for use, Mayor Miller asked the Board if the Village could sign the property over to the Freeman Trust. With there being no objection,

**TRUSTEE RAUB MADE A MOTION TO APPROVE SIGNING THE QUIT CLAIM DEED AND TRUSTEE MILLER OFFERED A SECOND. ALL IN FAVOR AND THE MOTION CARRIED.**

The draft of the Village fund balance policy had been reviewed and presented for approval.

**TRUSTEE BARNES MADE A MOTION TO ACCEPT THE FUND BALANCY POLICY AS WRITTEN WITH TRUSTEE RAUB OFFERING A SECOND. ALL IN FAVOR AND THE MOTION CARRIED TO APPROVE THE FUND BALANCE POLICY.**

## VILLAGE OF CUBA

### FUND BALANCE POLICY

In an effort to protect the Village residents and/or taxpayers against potentially reducing service levels because of temporary revenue shortfalls, or to fund the need for unexpected one-time expenditures and uncontrollable emergencies and disasters, the Village of Cuba hereby adopts this Fund Balance Policy.

#### Section 1: RESERVE FUNDS

- A) Reserve funds (which essentially are a legally authorized savings account for particular or specific purposes) an important component in the Village's financial planning for specific expenses, future projects, acquisitions and other lawful purposes. To this end, the Village may establish and maintain reserve funds in accordance with New York State Laws.
- B) The Village reserve funds must be properly established and maintained to promote the goals of creating an open, transparent and accountable use of public funds. The Village may engage independent experts and professionals, including but not limited to auditors, accountants and other financial and legal counsel, as necessary to monitor all reserve fund activities and prepare reports that the Village Board may require.

#### Section 2: FUND TYPE ASSIGNMENT

*Non-spendable:* Consists of assets that are inherently non-spendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principle of endowments.

*Restricted:* Consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, or laws and regulations of other governments; or through constitutional provisions or enabling legislation.

*Assigned:* Consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest decision - making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the general fund, and in funds other than the general fund, assigned fund balance represents the residual amount of fund balance.

*Unassigned:* Represents the residual classification for the government's general fund, and could report a surplus or a deficit. In funds other than the general fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for the specific purposes for which amounts

had been restricted, committed or assigned.

### Section 3: POLICY

- A) The Village of Cuba will endeavor to maintain a minimum of unassigned fund balance in its general Fund and Water Fund, ranging from 20%-30% of the most current year budgeted appropriations. The minimum fund balance is to protect against cash flow shortfalls related to the timing of projected revenues and to maintain a stable budget. In preparing each year's new budget, the Village Board will calculate the amount of fund balance available and decide how much fund balance to use in support of the Budget.
- B) When fund balances fall below the minimum of 20%, the Village will replenish the fund balances using various budget strategies including but not limited to the following:
- The Village will reduce recurring expenditures to eliminate any structural deficit
  - The Village will increase taxes, fees for services or pursue alternate funding sources
  - Follow strategies that are a combination of the two alternatives described above
- C) To ensure the timely replenishment of fund balances in each of the budget funds the following time periods are established as benchmarks for Village Board of Trustees and Staff to follow:
- Should a fund balance fall below 20% of the subsequent year's appropriations, such fund balance shall be replenished over a period of not to exceed two (2) years.
  - Should a fund balance fall below 20% to 25% of the subsequent year's appropriations, such fund balance shall be replenished over a period not to exceed four (4) years.
  - Should a fund balance fall below the 25% to 30% of the subsequent year's appropriations, such fund balance shall be replenished over a period not to exceed six (6) years.
- D) At any time, should the amount of unrestricted fund balance exceed the maximum 30% of budgeted appropriations; the Village will give consideration to using the fund balance surpluses for the following priorities:
- 1) For one time expenditures that are non-recurring in nature or,
  - 2) Capital expenditures such as equipment replacement, infrastructure improvements or repairs and facility improvements or,
  - 3) Offset recurring expenditures however this use of funds should be carefully evaluated to avoid future fund balance deficiencies. The use of surplus funds for this purpose should be considered where there is a reasonable expectation that the surplus funds can be replenished in the time periods specified in this policy.
- E) The Village Board of Trustees will determine the composition of its ending fund balance by applying its accounting policies regarding whether it considers restricted or unrestricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) amounts are available. Similarly, within unrestricted fund balance, the classification should be based on the government's accounting policies regarding whether it considers committed, assigned or unassigned amounts to have been spent when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used. If a government does not establish a policy for its use of the unrestricted fund balance amounts, it should consider that committed amounts would be used first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts

In any of those unrestricted fund balance classifications could be used. This fund balance policy will be reviewed and modified as necessary on no less than an annual basis, as part of the annual organizational meeting. Mayor Miller asked if there were any further questions, comments, or concerns regarding the 21-22 Village Budget. With there being none,

**TRUSTEE TAYLOR MADE A MOTION TO CLOSE THE PUBLIC HEARING AT 9:05 PM WITH DEPUTY MAYOR RAUB OFFERING A SECOND. ALL IN FAVOR AND THE PUBLIC HEARING CLOSED.**

**DEPUTY MAYOR STEVE RAUB MADE A MOTION TO ADOPT THE 2021-2022 budget WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE BUDGET WAS ADOPTED.**

**DEPUTY MAYOR RAUB MADE A MOTION TO ADJOURN THE REGULAR VILLAGE BOARD MEETING AND ENTER INTO EXECUTIVE SESSION TO DISCUSS AN EMPLOYEE CONTRACT AT 9:10 PM WITH TRUSTEE TAYLOR OFFERING A SECOND.**

**TRUSTEE TAYLOR MADE A MOTION TO MOVE OUT OF EXECUTIVE SESSION AT 9:18 PM WITH DEPUTY MAYOR RAUB OFFERING A SECOND. ALL IN FAVOR AND THE BOARD MOVED OUT OF EXECUTIVE SESSION.**

**DEPUTY MAYOR RAUB MADE A MOTION TO RE-OPEN THE REGULAR MONTHLY BOARD MEETING AT 9:18 PM WITH TRUSTEE E MILLER OFFERING A SECOND.**

**TRUSTEE TAYLOR MADE A MOTION TO INCREASE THE LICENSED SEWER TREATMENT PLANT OPERATOR'S SALARY TO THE BUDGETED SALARY FOR OBTAINING THE 2A LICENSE RETRO TO APRIL 1, 2021. ALL IN FAVOR AND THE MOTION CARRIED.**

**DEPUTY MAYOR RAUB MADE A MOTION TO ADJOURN WITH TRUSTEE TAYLOR OFFERING A SECOND. ALL IN FAVOR AND THE MEETING CLOSED AT 9:20PM.**

Respectfully Submitted,

Corine Bump

Clerk/ Treasurer