

**PROCEEDINGS OF A SPECIAL MEETING OF THE
VILLAGE BOARD OF TRUSTEES
JANUARY 12, 2005**

PRESENT:

Trustees	Robert C. Corby Thomas Farlow Tim Galli
Excused	Robert Corby Steven Maddox
Treasurer	Mary Marowski
Recording Secretary	Anne Hartsig

The Treasurer called the meeting to order at 7:00 PM.

Budget Printout

Ms. Marowski asked the Board to review the current year budget and to think about the amount of funds that they would like to allocate to line items in the next fiscal year's budget.

Department Wishlists

Board members discussed the DPW equipment list and decided that the loader is the piece of equipment most needing to be replaced. There is some money in this year's budget to go towards the loader. Other items for consideration are remodeling of the breakroom, new furniture for the DPW breakroom, a washer and dryer for the DPW, shower and lavatory remodeling including facilities for future female DPW employees, and a new sidewalk tractor.

The Board determined that a fire alarm system for the Village Hall is an important consideration. Trustee Sherwood mentioned that there will be more flowers, flower baskets and electrical units for lampposts. These items will need to be included in the budget.

Trustee Farlow recommended that monies be allocated towards the vehicle reserve fund.

Salaries/personnel

The Treasurer presented a salary chart showing incremental percentage increases for board members to review when considering salary increases for the next fiscal year. Board members requested that a survey be conducted to determine the percent of increase that other Monroe County Villages may have budgeted for. The need for a full-time DPW worker with horticultural education to manage the increasing workload regarding the care of flowers, trees and landscaping was discussed. There is also a need for increased hours for part time office personnel for maintenance of the records and for the increased amount of time required of the PZBA/APRB secretary's position.

Health Benefits

Since the benefit package was reduced and modifications were made to the policy last year, present Board members did not feel the need to make changes this year. It was noted that a Flexible Spending Plan has been implemented.

Sewer Rents

Sewer rents were increased for the last three years. Attending Board members agreed that they should not be raised this year.

Fee Schedule

The fees were raised significantly last year. Members agreed not to raise the fees this year.

Village Taxes

The Treasurer noted that the tax rate was raised last year. She asked Board members to consider whether or not taxes should be raised again this year. . She reminded Board Members that the new tax assessment

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will be in effect for the Village 05'/06' taxes. Ms. Marowski also told Board Members that taxes and sewer rents are the only source of revenue for the Village that the Board can control. Discussion on this issue will continue at another budget meeting.

Capital Projects

The following were mentioned as possible capital project areas to consider: Schoen Place, the north side of Eastview Terrace, general curbing, street lighting, and sidewalk replacement. Implementing projects from the Comprehensive Plan and the Traffic Calming Plan were also mentioned. Decisions will need to be made during this budget process. It was suggested that the sidewalk and street maintenance schedule be revised and updated.

Grants

The Treasurer asked Board Members to think of areas of need that could be addressed through a grant so that this topic can be discussed in greater detail at a future budget meeting.

Surplus Funds

The Board decided that if there are surplus funds, they should be funneled into the Traffic Calming Plan.

Contingency Account

The Treasurer advised that a contingency account be established to cover inevitable costs for items that become necessary but that are unplanned expenses. She recommends a minimum of \$5000 be set aside for this purpose but would prefer a larger dollar amount.

Budgeted Items that have not been spent

The Treasurer reminded the Board that the following projects were budgeted in this fiscal year. To date, the funds for these projects have not been spent. She said the projects should be completed or the funds for these projects should be encumbered. The projects are the repair of front steps, the installation of roof guards and the removal of the oil tank. She said there might be other projects as well.

Adjournment

There being no further business, the Treasurer adjourned the meeting at 9:10 PM.

Anne Z. Hartsig, Recording Secretary