

A meeting of the Board of Trustees of the Village of Avon was held in Conference Room B of Village Hall, 74 Genesee Street, Avon, New York, on April 3, 2023.

Present: Thomas Freeman, Mayor
William Zhe, Trustee
Amanda Hoffmann, Trustee
Patrick McCormick, Trustee

Staff: Christine Quinlan, Treasurer
Ken Farrell, DPW Supt.

Visitors: Edward Forsythe, Sackett Road
George Brown, Genesee Street
Collin Hayes, TOA Planning Board

Absent: Tim Batzel- Trustee

Mayor Freeman called the meeting to order at 6:00pm and began with the Pledge of Allegiance.

PUBLIC HEARING: PROPOSED LOCAL LAW #3 OF 2023

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann, the Board opened the public hearing for Local Law #3 of 2023 at 6pm. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Trustee Zhe read the following notice:

**VILLAGE OF AVON
NOTICE OF PUBLIC HEARING
ON PROPOSED LOCAL LAW**

PLEASE TAKE NOTICE that, for the purpose of adopting a codification of the local laws, ordinances, and certain resolutions of the Village of Avon, said codification to be known as the “Code of the Village of Avon,” a public hearing will be held by the Board of Trustees at the Village Hall in the Village of Avon, on the 3rd day of April 2023, at 6 p.m., to consider the enactment of the proposed local law described and summarized below:

PROPOSED LOCAL LAW NO. 3 -2023

A LOCAL LAW TO PROVIDE FOR THE CODIFICATION OF THE LOCAL LAWS, ORDINANCES AND CERTAIN RESOLUTIONS OF THE VILLAGE OF AVON INTO A MUNICIPAL CODE TO BE DESIGNATED THE “CODE OF THE VILLAGE OF AVON”

This local law:

- (1) States the legislative intent of the Board of Trustees in adopting the Code.
- (2) Provides for the designation of the local laws, ordinances, and certain resolutions of the Village of Avon as the "Code of the Village of Avon."
- (3) Repeals local laws and ordinances of a general and permanent nature not included in the Code, except as provided.
- (4) Saves from repeal certain local laws and ordinances and designates certain matters not affected by repeal.
- (5) Retains the meaning and intent of previously adopted legislation.
- (6) Provides for the filing of a copy of the Code in the Village Clerk's office.
- (7) Provides for certain changes in or additions to the Code.
- (8) Prescribes the manner in which amendments and new legislation are to be incorporated into the Code.
- (9) Requires that Code books be kept up to date.
- (10) Provides for the sale of Code books by the village and the supplementation thereof.
- (11) Prohibits tampering with Code books, with offenses punishable by a fine of not more than \$250 or by imprisonment for not more than 15 days, or both.
- (12) Establishes severability provisions with respect to the Code generally.
- (13) Provides that the local law will be included in the Code as Chapter 1, Article I.

Copies of the local law described above and of the Code proposed for adoption thereby are on file in the office of the Village Clerk of the Village of Avon, where the same are available for public inspection during regular office hours.

PLEASE TAKE FURTHER NOTICE that all interested persons will be given an opportunity to be heard on said proposed local law at the place and time aforesaid.

NOTICE IS HEREBY GIVEN, pursuant to the requirements of the Open Meetings Law of the State of New York, that the Board of Trustees of the Village of Avon will convene in public meeting at the place and time aforesaid for the purpose of conducting a public hearing on the proposed local law described above and as deemed advisable by said Board, taking action on the enactment of said local law.

DATED: March 6, 2023

BY ORDER OF THE BOARD OF TRUSTEES
VILLAGE OF AVON

HEATHER RANDALL
VILLAGE CLERK

The Board opened the floor to comments from the public. Mr. George Brown discussed the code book stating that he feels the book is comprehensive and user friendly. He hopes that it will continue to be maintained and updated and says that the work put in is a great start. He also feels

that there is still work to be done. Mr. Edward Forsythe suggested that a copy of the code book be made available at the library for the public to review. Members thought that was a good idea.

The public hearing will remain open until the next meeting held on April 17, 2023.

PUBLIC HEARING: ANNUAL BUDGET 2023/2024

Upon a motion made by Trustee Hoffmann and seconded by Trustee McCormick, the Board opened the public hearing for the Annual Budget 2023/2024 at 6:30pm. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Trustee Zhe read the following notice:

**NOTICE
NOTICE OF PUBLIC HEARING REGARDING ANNUAL BUDGET
VILLAGE OF AVON**

Pursuant to Section 5-508 of the Village Law, the tentative budget for the Village of Avon has been prepared and filed with the Village Clerk, where it may be inspected by any interested parties between the hours of 8 am and 4 pm. Proposed compensation for the Board of Trustees is as follows:

Mayor: \$15880.00

Deputy Mayor: \$8705.00

Trustees: 3 at \$7457.00

Notice is hereby given that a public hearing in relation to adoption of the annual budget will be held on April 3rd, 2023, at 6:30 p.m. in the Avon Village Office, 74 Genesee Street, Avon, New York.

By Order of the Board of Trustees
Thomas Freeman, Mayor

Dated:
March 6, 2023

Treasurer Quinlan and the Board briefly reviewed the budget stating that overall; they are happy with the budget. Treasurer Quinlan remarked that the key to this budget was staying under the

tax cap. The reserves and fund balance are in a good place and the ARPA funds received has helped with purchases that the Village may otherwise have had to do without.

The Board asked for any public comments, and Mr. Brown responded that he was in the office and reviewed the tentative budget. He felt that the budget is reasonable and made a point of saying he liked how the budget provides for raises in a reasonable and incremental approach. He wanted to commend the board for this as it is not always the way local governments handle it. Mr. Forsythe agreed with this comment as well.

The public hearing will remain open until the next meeting held on April 17, 2023.

ANNUAL ORGANIZATIONAL MEETING 2023:

APPOINTMENTS:

Mayor Freeman began by appointing William Zhe as Deputy Mayor for a term of one year, and asked for a motion to approve the following appointments:

Upon a motion made by Trustee Hoffmann, the following appointments were made:

AVON POLICE DEPARTMENT:

Police Chief	Joseph Geer	1 yr.
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DEPARTMENT OF PUBLIC WORKS:

Superintendent of Public Works	Ken Farrell	1 yr.
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ANNUAL:

Code Enforcement Officer	Andy Anderson	1 yr.
Court Clerk	Jeanette Cullinan	1 yr.
Deputy Court Clerk		1 yr.
Acting Village Justice	David Hoffmann	1 yr.

PARK COMMISSION:

Park Commission Chairperson	Ashley Comeau (2026)	1 yr.
Parks Commission Member	Mary Rankin	5 yr.

ZONING BOARD:

Zoning Board Chairperson	Dan Freeman (2026)	1 yr.
Zoning Board Member	Richard Hite	5 yr.
Zoning Board Member	Chris Conine	5 yr.

PLANNING BOARD:

Planning Board Chairperson	Paul Drozdziel (2026)	1 yr.
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Trustee McCormick seconded the motion, and it was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent

Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

BOARD LIAISONS:

- Planning Board – Trustee McCormick & Trustee Batzel
- Fire Board – Amanda Hoffmann
- Park Commission – Trustee Zhe
- Water Board – Trustee McCormick & Trustee Batzel
- Library Board- Trustee Batzel
- Town Board - Will continue to have joint meetings throughout the year.

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann, the following are hereby approved:

BANKS:

- The Bank of Castile
- Community Bank
- Five Star
- J P Morgan
- Canandaigua National Bank & Trust

OFFICIAL PAPER:

- The Livingston County News
- Batavia Daily News

The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

Upon a motion made by Trustee Hoffmann, the following are hereby approved:

MEETING NIGHTS AND TIMES:

The Village Board meetings will be held on the first and third Monday of each month at 6:00pm unless otherwise noted ahead of time. The Board Meeting dates for the remainder of the year are as follows:

1. April 17th, 2023
2. May 1st, 2023
3. May 15th, 2023
4. June 5th, 2023
5. June 19th, 2023
6. July 10th, 2023** second Monday of the month
7. July 24th, 2023** fourth Monday of the month

- 8. August 7, 2023
- 9. August 21st, 2023
- 10. September 5, 2023 * Tuesday after holiday
- 11. September 18, 2023
- 12. October 2, 2023
- 13. October 16th, 2023
- 14. November 6th, 2023
- 15. November 20th, 2023
- 16. December 4th, 2023
- 17. December 18th, 2023

In an effort to conduct an efficient and time conscious Board meeting, Mayor Freeman asked that all parties having items for discussion with the Village Board present them to Clerk Randall by noon the Thursday before the meeting for insertion on the agenda. Only topics listed on the agenda will be discussed at the Board meetings. Mayor Freeman asked that all Trustees and employees come to the meetings prepared to discuss the items on the agenda.

ADVANCED APPROVAL OF CLAIMS:

Utility bills, postage, payroll and payroll related items, debt service, and freight shall be paid in advance and approved at the next regular Village Board meeting. An audit committee, which will consist of two board members, is authorized to approve any other advanced claims.

MILEAGE ALLOWANCE:

IRS 2023
Privately owned vehicle – 65.5 cents per mile

Trustee Zhe seconded the motion, and it was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

POLICIES:

Upon a motion made by Trustee Zhe and seconded by Trustee Hoffmann, the following policies are hereby approved as previously submitted, with no updates:

- 1. Code of Ethics (adopted 12/5/16)
- 2. Conference/Travel Expense Reimbursement (adopted 12/5/16)
- 3. Meals/Refreshments Reimbursement (adopted 12/5/2016)
- 4. Credit Card Policy (adopted 12/5/2016)
- 5. Fixed Asset Policy (adopted 12/5/2016)
- 6. Investment Policy (adopted 12/5/2016)
- 7. Borrowing Policy (adopted 12/5/2016)
- 8. Sexual Harassment Policy (adopted 10/08/2018)

- 9. Whistleblower Policy (adopted 12/5/2016)
- 10. Workplace Violence (adopted 12/19/2016)
- 11. Procurement Policy (updated 2/2/15)
- 12. Government Safety Plan Re-Opening (adopted 8/3/2020)
- 13. Police Reform Plan (adopted 3/1/21)
- 14. Pandemic Action Plan (adopted 3/15/21)
- 15. Post Closing Policies and Procedures for Tax Exempt Notes & Bonds (4/4/2022)

The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

CHECK SIGNING AUTHORITY:

Upon a motion made by Trustee McCormick and seconded by Trustee Hoffmann, the following check signing authority is hereby adopted for the Mayor, Deputy Mayor and/or Treasurer:

- Checks in the amount of \$0 - \$10,000 – one signature required.
- Checks in the amount of \$10,000 or more – two signatures required.
- Withdrawal slips, wire transfers – one signature required.

The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

M/WBE-EEO MINORITY BUSINESS OFFICER:

Upon a motion made by Trustee Hoffmann and seconded by Trustee McCormick, the following is adopted with, no changes to the previous resolution for the M/WBE goals:

**MINORITY AND WOMEN’S BUSINESS-EQUAL EMPLOYMENT
OPPORTUNITY PROGRAM WORK PLAN
NEW YORK CLEAN WATER STATE REVOLVING FUND
MUNICIPAL OTHER THAN LAND ACQUISITION**

Policy Statement:

The Village of Avon commits to carrying out the intent of the New York State Executive Law, Article 15-A which assures the meaningful participation of minority and women’s business enterprises in contracting and services, and the meaningful participation of minorities and women in the workforce on activities financed by the CWSRF program.

Minority Business Officer:

Heather Randall is designated as the local Government Official or Minority Business Officer responsible for administering Minority and Women’s Business-Equal Employment Opportunity (M/WBE-EEO) program for the Village of Avon.

MBEO Officer Phone No. 585-226-8118

M/WBE Projected Goals:

10% Minority Business Enterprise Participation

10% Women’s Business Enterprise Participation

EEO Projected Goals:

5.3% Minority Labor Force Participation

6.9% Female Labor Force Participation

The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

STANDARD WORKDAY ESTABLISHMENT FOR RETIREMENT:

The following are the positions and the hours to be reported to the NYS Retirement System as the standard workday established by the Village Board for retirement credit:

<u>POSITION</u>	<u>HOURS</u>
• Board Member (Plan,Zone,Water)	6 hours
• Code Enf. Officer/Fire Marshal	6 hours
• Court Clerk	6 hours
• Crossing Guard	6 hours
• Deputy Clerk	7 hours
• Deputy Court Clerk	7 hours
• F/T Patrolman	8 hours
• Fire Dept. Sec.	6 hours
• Laborer	8 hours
• Mayor	6 hours
• P/T Laborer	6 hours

- P/T Patrolman 6 hours
- Police Chief 8 hours
- Sergeant 8 hours
- Superintendent of Pub. Works 8 hours
- Treasurer 7 hours
- Trustee 6 hours
- Village Clerk 7 hours
- WWTP Lead Operator 8 hours
- Zoning Officer 6 hours

Upon a motion made by Trustee McCormick and seconded by Trustee Zhe, the Standard Workday hours were approved. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

CONFLICT OF INTEREST:

In order to maintain the integrity of their positions and prevent a conflict of interest, members of the Board noted the following:

- Trustee Hoffmann’s husband is the Associate Village Justice, the Honorable David Hoffmann.
- Trustee Zhe’s wife, Cindy Zhe, is part of the Library Board.

VOUCHERS and MANUAL CHECKS:

Upon a motion made by Trustee Zhe, the vouchers and manual checks/electronic payments were approved for payment from the following funds:

#1-GENERAL FUND	\$23435.82
#4-SCHEDULE C	\$10597.75
#5-WATER	\$3804.57
#6-SEWER	\$16311.24
#TA00-TRUST & AGENCY	\$6073.33
TOTAL	\$60222.71

Electronic payments:

Fed/NYS Taxes correction (Hall)	p/r 23-05	\$147.55
Fed/NYS Taxes	p/r 23-06	\$16302.95
Nationwide Retirement	p/r 23-06	\$3490.01
TOTAL:		\$19940.51

The motion was seconded by Trustee McCormick and carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
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William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

DPW UPDATE:

Supt. Farrell provided the following update to the Board:

DPW Activity- past weeks:

- Continued stump grinding and cleaning up.
- Picked up bleachers from Fed Ex for Driving Park (aluminum)
- Continued to work on the Driving Park sidewalk (back filling).
- Worked on equipment.
- Started Brush pick-up through the Village.
- Ran the sewer machine through problem areas.
- Filled potholes.

WWTP:

- Loaded out sludge.
- Running sludge trailer.
- Sam Rugg went to Morrisville for grade three license.
- Kraft has their phase 1 complete at ECF. (Screener and equalization tank.)

Water:

- The roof is being put on at the pump station.
- Aqualogic installing controls.
- Painting at the Filtration Plant.

Next two weeks:

- Start working on the sidewalk on Spring Street. (Weather permitting.)
- Continue brush pick-up.
- Restoration of stump grinding through the Village.

Miscellaneous:

- Supt. Farrell provided the Board a copy of his project schedule for spring/summer 2023.
- Trustee Zhe asked Supt. Farrell to have the pickle ball nets be set up for the season.

TREASURER UPDATE:

Treasurer Quinlan the following update to the Board:

Ongoing

- Meeting w/Ag rep. to review all GVBA grants on 4/5.
- 2019 GVBA grant ideas to be reviewed at GVBA meeting on 4/17.
- The Board needs to determine additional use(s) of the ARPA funds.
- Awaiting a response from National Grid re: streetlight bill charges.
- Continued review of IT policies w/Shawn Petti, Hurricane Technologies. Future Board approval.
- Heather is working on reporting salary & contributions as our former employee does want to retire from NYS.

- Attorney Whiting responded to NYPA re: outstanding invoice. No response from NYPA yet.
- NYS EFC finance closing for WWTP disinfection project closing scheduled for 4/27.

New

- 2021 GVBA grant reimbursement for remaining balance submitted on 3/21.
- Lindsay Yoder, Bero Associates, letter to reduce scope and budget of the Five Arch Bridge project.
- Received closeout letter for NYMS-TA grant.
- Trail Town grant for wayfinding signage and hitch posts submitted on 3/31.
- Streetlight project update.
- Attending ARPA webinar on 4/4.
- Preparing grant application for GTSC speed enforcement.
- Preparing Sire Stakes harness racing paperwork.
- Preparing grant application for Villages First Impression Program.

Streetlights

- P&CG is hoping to do the lights in the Village Hall lot during the week.
- Still waiting on arms to finish the last light in the municipal lot as well as the work on East Main (two arm adds, two arm moves).
- Two post tops left at the WWTP (ground was too soggy).

Centrica/Village Board will want to check on paying for the restoration work in the Circle Park and if there is a desire to add lights to Linden Street as previously proposed. Centrica will provide a cost breakdown. And what is available in the owner held contingency. The Village Board will clarify if the Linden Street adds is one or two fixtures. The Board agrees that the project has gone very smoothly and is pleased with the outcome.

CLERK UPDATE:

The following items are updates from Clerk Randall:

- Deer Committee- Week 12- 0 of 6 sites were harvesting due to high winds and unsafe weather conditions. Sites spent 0 hours harvesting.
To Date: 17 deer have been harvested, 20 shots have been taken (2 misses, 1 non-lethal hit) for an 85% success rate of shots taken. 256 deer observed over 30 dates for an average of 9 deer per date. Of the 19 participants, 10 have successfully harvested a deer. 3 participants have harvested multiple deer. In Scott's report, he indicated that we may have reached the point where we are now at a maintenance level for minimum deer impact on vegetation after the 5-year program. Observations show that 2022 and 2023 have consistent observation rates. Numbers also show that the number of adult doe and button buck harvests are roughly half of the previous year, suggesting lower numbers of reproducing does. The committee will review all data and present a final report to the Board. *(Report provided by Scott Gage.)* Mayor Freeman asked that a thank you letter be created for the deer committee for their hard work and dedication and for David LeFeber's contribution of straw and corn for the harvest.
- New Position Duties Statement- Code Enforcement Officer- The Board and Clerk Randall have been working to create a new position of Code Enforcement Officer for the Village. This is a second position that will be filled in our Building Department. Clerk Randall and the Board provided Livingston County with a New Position Duties Statement

outlining the responsibilities and requirements of the position. Clerk Randall received the paperwork from the county authorizing that the title of the position submitted is Code Enforcement Officer. The Board must create the position with a vote and execute the provided duties statement. Executed paperwork will be sent back to the County.

Upon a motion made by Trustee Hoffmann and seconded by Trustee McCormick the Board authorized the creation of the position of Code Enforcement Officer. Mayor Freeman will execute the New Position Duties Statement, which will be returned to the County. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

- Provided- Avon Chamber minutes.
- Livingston County Traffic Safety Board minutes provided.
- Copy of letter from Sports Medicine Concepts announcing a “Salute to First Responders” night on 4/24/2023. Copies were provided to the police and fire departments.
- Provided- letter of consideration from Morgan Snyder for the watering position this summer. She finished up the season last year and would like to continue this year.
- For destruction:
 - check stubs- 6yr retention (2009-2015)
 - Vouchers- 6yr retention (10/2015-1/2017)
 - US Bank Statements (Barilla)-6yr retention (Jan 2010-Dec2017)
- **Important Dates:**
 - 4/6/2023- Fire Department Election
 - 4/7/2023- Closed for Easter
 - 4/17/2023- Adopt Budget, Local Law 3

MINUTES:

Upon a motion made by Trustee Hoffmann and seconded by Trustee Zhe, the minutes from the March 20, 2023, meeting and March 27, 2023, special meeting were approved as submitted. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

TRUSTEE UPDATE:

- **Barilla First Amendment to PILOT Agreement**- the Village Board tabled this topic last meeting as they wanted to receive comments back from Attorney Whiting. The First Amendment to the PILOT Agreement revised the assessment of the property for remaining tax years beginning 2022/2023 through 2025/2026. Attorney Whiting reviewed the document and stated that he had no objection to it as it encompassed the terms of the stipulated order from the court and recommended the execution of the documents.

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick, the Board authorized Mayor Freeman to execute all paperwork for the Barilla First Amendment to PILOT Agreement as recommended by Attorney Whiting. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

EXECUTIVE SESSION:

Upon a motion made by Trustee Zhe and seconded by Trustee Hoffmann, the Board entered executive session at 6:50pm and exited at 7pm in order to discuss the employment history or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

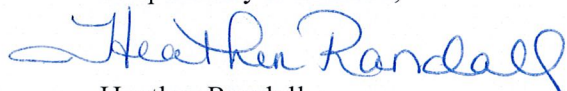
Upon a motion made by Trustee Zhe and seconded by Trustee Hoffmann the Board agreed to increase Supt. Farrell’s salary by the proposed 3% increase in the budget plus an additional \$5000 to the base amount. The motion was carried by the following vote:

Thomas Freeman, Mayor	Voting	Yes
William Zhe, Trustee	Voting	Yes
Tim Batzel, Trustee	Voting	Absent
Amanda Hoffmann, Trustee	Voting	Yes
Patrick McCormick, Trustee	Voting	Yes

ADJOURNMENT:

Upon a motion made by Trustee Zhe and seconded by Trustee McCormick, the Board adjourned at 7:01pm. The motion was carried by a unanimous vote.

Respectfully submitted,



Heather Randall
Village Clerk