

Village Board Meeting

Agenda for the Annual Organizational Meeting April 21st, 2026 @ 5:30 pm

Board Members in Attendance: Mayor Robert Thurston, Jr., Trustee Bill Boyd, Trustee Jeremy Smith, Deputy Mayor Donna O'Hara. Trustee Brian Cornell

Others in attendance: Clerk Christine Van Horn, DPW Superintendent Joe Smith, Water Operator Kevin Thurston, Attorney Chad Hayden, Treasurer Jennifer Schenck

Pledge to the Flag

5:37 PM Call to Order

ANNUAL ORGANIZATIONAL MEETING

RESOLUTION 1:

ANNUAL AND BI-ANNUAL APPOINTMENTS

WHEREAS, several Village positions are appointed for one-year terms, and

WHEREAS, such terms have expired,

NOW THEREFORE BE IT RESOLVED:

Section 1. The board of Trustees appoints the following for one-year terms commencing immediately and expiring at the 2027 Village Organizational Meeting:

Village Attorney: Chad Hayden

Village Tax Collector: Christine Van Horn

Village Treasurer: Jennifer Schenck

Historian: Jean Lanning is vacant until we can talk to her.

Code Enforcement Officer: Mark Perry

Section 2. That this resolution is effective immediately. Motion by Trustee Bill Boyd, seconded by Trustee Brian Cornell, all ayes

RESOLUTION 2

Official Newspaper –

WHEREAS the Board of Trustees wishes to designate an official newspaper for the publication of Village notices.

NOW THEREFORE BE IT RESOLVED:

Section 1: The Auburn Citizen is designated the official newspaper of the Village for the publication of Village Notices.

Section 2. That this resolution is effective immediately. Motion by Deputy Mayor Donna O’Hara, seconded by Trustee Jeremy Smith, all ayes

RESOLUTION 3.

Regular Meeting Night, Village Election & Next Organizational Meeting

WHEREAS the Board of Trustees may establish a regular meeting night for scheduling; and

WHEREAS the Board of Trustees must establish the date of the 2027 Village Election,

WHEREAS the Board of Trustees must establish the next Organizational Meeting,

NOW THEREFORE BE IT RESOLVED:

Section 1. The Board of Trustees shall meet at 6:00 P.M. on the Third Tuesday of each month, except for March 2027, when we will meet on Monday, March 15th, due to the election

Section 2. The 2027 Village Election shall be held on Tuesday, March 16, 2027.

Section 3. The next Organizational meeting will be held at 5:30 P.M. on April 20, 2027.

Section 4. That this resolution is effective immediately. Motion by Trustee Bill Boyd, seconded by Deputy Mayor Donna O’Hara, all ayes

RESOLUTION 4.

Village Holidays

WHEREAS, the Board of Trustees shall determine the official holidays to be observed by the Village.

NOW THEREFORE BE IT RESOLVED:

Section 1. The Village Office and the Dept of Public Works will be closed to observe the designated holidays for the next year as follows:

Friday, June 19, 2026

Juneteenth

Friday, July 3, 2026	Independence Day
Monday, Sept. 7, 2026,	Labor Day
Monday, Oct. 12, 2026,	Columbus Day
Wednesday, Nov.11, 2026	Veterans' Day
Thursday and Friday	
Nov. 26 & 27, 2026	Thanksgiving and the day after
Friday, Dec. 25, 2026	Christmas
Friday, Jan. 1, 2027	New Year's Day
Monday, Jan.18, 2027	Martin Luther King Day
Monday, Feb. 15 ,2027	President's Day
Monday, May 31, 2027	Memorial Day

Section 2. That this resolution is effective immediately. Motion by Trustee Jeremy Smith, seconded by Trustee Donna O'Hara, all ayes

RESOLUTION 5

AGREEMENT TO ASSIST OTHER MUNICIPALITIES

WHEREAS it is in the best interests of the Village to participate with other municipalities in joint projects to save costs and increase efficiencies,

NOW THEREFORE BE IT RESOLVED:

Section 1. The Superintendent of Public Works is authorized to render such assistance to other municipalities and to receive such assistance from other municipalities for public projects, as he deems beneficial to the Village.

Section 2. That this resolution is effective immediately. Motion by Deputy Mayor Donna O'Hara, seconded by Trustee Jeremy Smith, all ayes

RESOLUTION 6

ADVANCE APPROVAL OF CLAIMS

WHEREAS the Board of Trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight, and express charges; and

WHEREAS all such claims must be presented at the next regular meeting for audit; and

WHEREAS the claimant and the officer incurring or approving the claim are jointly and severally liable for any amount the Board of Trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees authorizes payment in advance of audit of claims for public utility services, postage, freight, and express charges. All such claims must be presented at the next regular meeting for audit, and the claimant and the officer incurring or approving the claims are jointly and severally liable for any amount the Board of Trustees disallows.

Section 2. That this resolution is effective immediately. Motion by Deputy Mayor Donna O'Hara, seconded by Trustee Brian Cornell, all ayes.

RESOLUTION 7

MILEAGE ALLOWANCE

WHEREAS the Board of Trustees has determined to pay a fixed rate for mileage as reimbursement to village officers and employees who use their personal automobiles while performing their official village duties.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees approve reimbursement of such officers and employees at the rate of \$ 0.72.5 cents per mile.

Section 2. That this resolution is effective immediately. Motion by Deputy Mayor Donna O'Hara, seconded by Trustee Jeremy Smith, all ayes.

RESOLUTION 8

ATTENDANCE AT SCHOOLS AND MEETINGS

WHEREAS there is to be held during the coming official year a) NYCOM's Annual Meeting and Training School, b) NYCOM's Fall Training School, c) NYCOM's Public Works Training School, and d) county association meetings, and Municipal Insurance Consortium meetings; and

WHEREAS attendance by certain municipal officials and employees at one or more of these meetings, conferences, or schools benefits the municipality.

NOW THEREFORE BE IT RESOLVED: Motion by Trustee Bill Boyd, seconded by Trustee Brian Cornell, all ayes.

RESOLUTION 9

DESIGNATING DEPOSITORIES

WHEREAS the Board of Trustees has determined that Village Law § 4-412(3)(2) requires the designation of banks or trust companies for the deposit of all village monies.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the Board of Trustees designates the following institutions as depositories of all money received by the village treasurer, clerk, and receiver of taxes: Cayuga Lake National Bank and NYS CLASS

Section 2. That this resolution is effective immediately. Motion by Trustee Brian Cornell, seconded by Bill Boyd, all ayes.

RESOLUTION 10

PROCEDURE FOR SPECIAL MEETINGS

WHEREAS the Board of Trustees wishes to adopt a procedure to call Special Meetings.

NOW THEREFORE BE IT RESOLVED:

Section 1. Special meetings may be called by the mayor or any two Trustees.

Clerk to notify Mayor and Trustees by both telephone message and email.

Section 2. If the Clerk is not available, whoever called the meeting is to notify the Mayor and Trustees by both telephone message and email.

Section 3. If time permits, there shall be notice to the public by posting on the Village website and at Village Hall.

Section 4. That this resolution is effective immediately. Motion by Deputy Mayor Donna O’Hara, seconded by Trustee Jeremy Smith, all ayes.

RESOLUTION 11

OFFICIAL UNDERTAKINGS

WHEREAS the Board of Trustees is required by Village Law 3-306 to post an official undertaking in such sum and form and with such sureties as the Board shall direct for both the Village Clerk and the Village Treasurer, as custodians of Village funds, and

WHEREAS the amount of such undertakings shall be an amount established by and may be at the expense of the Village.

NOW THEREFORE IT BE RESOLVED Motion by Deputy Mayor Donna O’Hara, seconded by Trustee Brian Cornell, all ayes.

Section 1: The Village will post an undertaking for each position of the Village Clerk and the Village Treasurer. The amount of each undertaking shall be \$10,000.00

Section 2: The expense of each undertaking shall be an expense of the Village

Section 3: Each undertaking shall be executed by a surety company authorized to transact business in New York State.

APPOINTMENTS BY MAYOR

Deputy Mayor Donna O’Hara

Water Commissioner Brian Cornell

Sewer Commissioner Bill Boyd

Park Commissioner Jeremy Smith

Street Commissioner Donna O’Hara

Both the ZBA and Planning Board will consist of five-member boards with staggered 5-year expiring terms. Each Board member must obtain a minimum of four hours of annual training.

ZONING BOARD OF APPEALS:

Vacant

Scott Bailey Term expires 2030

Eric Rosenkrans Term expires 2027

Jason Guy Term expires 2031

Todd Clark Term expires 2031

PLANNING BOARD:

Vacant

Jennifer Shaw-Jackson Term expires 2030

Lloyd Dropkin Term expires 2031

Chris Yorkey Term expires 2031

John Becker Term expires 2031

Adjournment motion by Deputy Mayor Donna O'Hara, seconded by Trustee Jeremy Smith at 5:48 p.m.