

**INC. VILLAGE OF PLANDOME  
BOARD OF TRUSTEES  
REGULAR MEETING  
Monday, February 11, 2019 at 8:00pm**

**MINUTES  
APPROVED**



Present: Ray Herbert, Andy Bartels, Don Richardson, Katie Saville, Barbara Peebles  
Absent: Lloyd Williams  
Guest: John Ritter

**AGENDA**

I) Pledge of Allegiance

II) Approval of Minutes (Regular BOT Meeting – January 14, 2019, Special Meeting February 1, 2019, and Work Session February 4, 2019) *Motion to approve by Trustee Bartels, 2<sup>nd</sup> by Trustee Richardson. Motion carried with unanimous approval.*

III) Department Reports:

a. Public Works

*Trustee Bartels advised that Steve Flynn has arranged for snow plow support in the event of snow during his vacation (Feb 18-25). Also, the work is being done to create the bid package for Rockwood culvert.*

b. Public Safety, MBPC

*Deputy Mayor Herbert read the Fire Department and Police Department monthly reports. MBPC cancelled February meeting and Deputy Mayor Herbert will attend the March meeting. A handout regarding Army Corps of Engineers was distributed.*

c. Design & Building, PATV

*Trustee Saville was unable to attend the December 18, 2019 PATV meeting, minutes pending. Trustee Saville is seeking a representative that can be more available to attend the meetings due to her work schedule. The Village DRB met on Jan. 23<sup>rd</sup>, minutes pending.*

d. Utilities, OEM

*Trustee Richardson reported that the CEMP is getting closer to final version. He will share only the pages that may require additional input from the Board (8-10 pages of 90 page document) and once approved each Board member and necessary village personnel will have hardcopy and/or flash drive with CEMP. Trustee Richardson will meet with Peter Foreman to discuss ways to enhance the PWM OEM meetings.*

e. Clerk/Treasurer Update (YTD Rev/Exp Update, Contingency/Budget Transfers)

i. 2019/2020 Budget Schedule

*Clerk/Treasurer Barbara Peebles presented the Revenue/Expense Comparison Report highlighting variances and adjustments including transfers to contingency fund for unanticipated expenses to replace Fire Alarm box, Village Hall cesspool. Tentative Tax Assessment may have additional adjustments upon verification of eligible exemptions. The Unpaid Village Tax report has decreased by more than \$20,000 in past week and additional payments expected within week. Village Attorney suggested the Board consider selling the liens, this was added to next Work Session discussion March 4, 2019.*

#### IV) Unfinished Business

- a. 26 The Terrace project – waiver of Maintenance Bond  
*The Board discussed and reviewed additional information provided by applicant and with input from Village Engineer and Building Inspector and no legal objections the motion to waive Maintenance Bond requirement was made by Trustee Bartels, 2nd by Trustee Richardson. Motion carried and resolution herein.*
- b. FD Cancer Insurance Mandate  
*Further discussion took place to crystalize eligibility and final count of members to be covered.*

#### V) New Business

- a. Budget schedule - distributed.
- b. S&P Credit Rating – official notification letter confirming credit rating improved to AAA.
- c. DAS Antennae / Cell node application – a new but incomplete application received. The Board had a very preliminary discussion regarding new legislation, fee structure, and expense reimbursement. Village Attorney John Ritter will advise Extenet their application is not complete. The Village is advised withhold payment to CMS, and withhold the escrow deposit refund from Extenet until Village Attorney advises otherwise.

#### VI) Abstract of Claims

*BOT reviewed, Motion to approve by Trustee Richardson, 2<sup>nd</sup> by Trustee Saville; motion carried. Upon motion by Deputy Mayor Herbert the abstract of Claims #08-2018-2019 was unanimously approved; General Fund \$92,098.01, Water Fund \$23,110.32, Capital Fund - \$5,995.00, Trust & Agency \$545.00, Total \$120,748.33*

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*There being no further business before the Board, Trustee Bartels moved to close the meeting at 10:00pm. The motion was seconded by Trustee Saville and unanimously approved.*

Next Working Session Mon. Mar. 4, 2019 at 7:00pm

Regular BOT Meeting Mon. Mar.11, 2019 at 8:00pm

RESOLVED that the Board agrees to waive the requirement of a **Maintenance Bond** for 26 the Project LLC based on the letter application of the applicant dated February 6, 2019. The Village Attorney has no legal objection to the waiver **and the** Building Inspector and Village Engineer have evaluated the roadway and have no engineering objection. Upon a motion by Trustee Bartels and seconded by Trustee Richardson, the foregoing was approved. (Applicant letter of request dated February 6, 2019 and Engineering letter dated January 16, 2019 appended to these minutes).

Minutes submitted by Barbara Peebles  
February 13, 2019

Approved March 11, 2019

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Village Clerk/Treasurer      Date