

Village of Goshen  
Annual Reorganization Meeting  
April 8, 2024

Members present: Mayor O'Donnell, Trustees Hand, Rouis and Wohl

Member absent: Trustee Gurda

Also present: DPW Superintendent Birney, Village Clerk Darby, Attorney Donovan and Police Chief Rich

Mayor O'Donnell called the meeting to order at 7:00 pm, and led those present in the Pledge of Allegiance.

Mayor O'Donnell had minor adjustments to the Annual Reorganization Meeting agenda as Trustee Chris Gurda was absent, and she was striking item 3f from the agenda.

On a motion by Trustee Rouis, seconded by Trustee Hand the Annual Meeting was opened at 7:01 pm.

### **Items of Business**

#### **1. Oaths of Office**

Village Clerk Darby facilitated Cynthia J. Hand taking her Oath of Office.

#### **2. Mayor Appointments**

### **RESOLUTION 35 of 2024**

#### **A RESOLUTION FOR SEVERAL ITEMS OF BUSINESS FOR ANNUAL REORANIZATION MEETING**

**WHEREAS**, there are positions/roles due for appointment for the Village of Goshen 2024/2025 year; and

**WHEREAS**, Mayor O'Donnell has determined who she sees most fit for said positions/roles;

**NOW, THEREFORE, IT IS HEREBY,**

**RESOLVED**, that Mayor O'Donnell appoints the following individuals/ companies/ organizations to each specified role for one-year terms:

- |   |  |
|---|--|
| - Village Attorney, Planning Board Attorney, and Zoning Board of Appeals Attorney | David A. Donovan, Esq.                       |
| - Village Engineer  | Lanc & Tully Engineering and Surveying, P.C. |
| - Purchasing Agent and Records Management Officer                                 | Maria Darby                                  |
| - Deputy Village Clerk  | Sara Winters                                 |
| - Village Tax Collector   | Haroulla Gale                                |
| - Acting Judge  | Amanda Brady                                 |
| - FOIL Officer  | Village Clerk                                |
| - FOIL Appeal Officer   | Office of Mayor                              |
| - Historian   | Edward Connor                                |
| - Official Newspaper  | Goshen Independent                           |
| - Official Depositories   | Orange Bank & Trust Company and Webster Bank |

Motion to adopt by Trustee Wohl and seconded by Trustee Hand. The vote was 3 ayes to 0 nays with 1 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

**RESOLVED**, that Mayor O'Donnell appoints the following Trustees to each specified role for one-year terms:

Buildings, Grounds, and Beautification	Mayor O'Donnell
Liaison to the Building Department	Trustee Hand
Joint Recreation Commission Member	Trustee Gurda
Liaison to the Department of Public Works	Trustee Gurda
Liaison to the Sewer Department	Trustee Rouis
Deputy Mayor	Trustee Wohl
Liaison to the Police Department	Trustee Wohl
Liaison to the Water Department	Trustee Wohl
Senior Center	Trustee Rouis

Motion to adopt by Trustee Rouis and seconded by Trustee Wohl. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

**RESOLVED**, that Mayor O'Donnell appoints the following to the Community Forestry Council for a term of one year:

Mayor O'Donnell  
Trustee Wohl  
Carly Glasse  
Pete Patel  
Marcia Mattheus

Motion to adopt by Trustee Wohl and seconded by Trustee Rouis. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

### **3. Annual Resolutions**

#### **Resolution 1: Scheduling Village Board Meetings**

#### **RESOLUTION 36 of 2024**

**A RESOLUTION SCHEDULING THE MEETINGS OF THE VILLAGE BOARD OF TRUSTEES TO BE HELD ON THE SECOND AND FOURTH MONDAY OF EACH MONTH AT THE VILLAGE HALL AT 7:00 PM; IN THE EVENT THAT A VILLAGE BOARD MEETING FALLS ON A HOLIDAY, THE MEETING MAY BE HELD THE FOLLOWING THURSDAY AT 7:00 PM, IF NECESSARY**

**WHEREAS**, at the Annual Reorganization Meeting, the Village Board Meeting dates need to be set;

**NOW, THEREFORE, IT IS HEREBY,**

**RESOLVED**, that the meetings of the Village Board of Trustees are to be held on the second and fourth Monday of each month at Village Hall at 7:00 pm; and

**RESOLVED**, in the event that a Village Board meeting falls on a holiday, the meeting may be held the following Thursday at 7:00 pm, if necessary.

Motion to adopt by Trustee Rouis and seconded by Trustee Hand. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

Resolution 2: Mileage Reimbursement Rate

**RESOLUTION 37 of 2024**

**A RESOLUTION SETTING THE REIMBURSEMENT OF MILEAGE FOR VILLAGE EMPLOYEES THE IRS STANDARD PREVAILING RATE, CURRENTLY \$0.67 PER MILE**

**WHEREAS**, at the Annual Reorganization Meeting, the mileage for Village Employees shall be specified;

**NOW, THEREFORE, IT IS HEREBY,**

**RESOLVED**, the mileage for Village Employees shall be paid at the IRS standard prevailing rate, currently \$0.67 per mile as of January 1, 2024.

Motion to adopt by Trustee Wohl and seconded by Trustee Hand. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

Resolution 3: Payment in Advance of Audit

**RESOLUTION 38 of 2024**

**A RESOLUTION THAT PAYMENT IN ADVANCE OF AUDIT IS AUTHORIZED ON CLAIMS FOR PUBLIC UTILITY SERVICES, POSTAGE, FREIGHT, TAXES, BANK TRANSFERS, EMPLOYEE BENEFITS, DEBT SERVICE, AND EXPRESS CHARGES**

**WHEREAS**, at the Annual Reorganization Meeting, payment in advance of audit for certain services shall be specified;

**NOW, THEREFORE, IT IS HEREBY,**

**RESOLVED**, that payment in advance of audit is authorized on claims for public utility services, postage, freight, taxes, bank transfers, employee benefits, debt service, and express charges.

Motion to adopt by Trustee Rouis and seconded by Trustee Wohl. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

Resolution 4: Procurement Policy Review

**RESOLUTION 39 of 2024**

**A RESOLUTION THAT THE VILLAGE BOARD HEREBY TESTIFIES THAT THE VILLAGE OF GOSHEN PROCUREMENT POLICY, DATED DECEMBER 16, 2013, HAS BEEN REVIEWED AS OF APRIL 8, 2024**

**WHEREAS**, at the Annual Reorganization Meeting, the Village Board testify that they have reviewed the Village of Goshen Procurement Policy;

**NOW, THEREFORE, IT IS HEREBY,**

**RESOLVED**, that the Village Board hereby testifies that the Village of Goshen Procurement Policy, dated December 16, 2013, has been reviewed as of April 8, 2024.

Motion to adopt by Trustee Rouis and seconded by Trustee Hand. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

Resolution 5: Code of Ethics Review

**RESOLUTION 40 of 2024**

**A RESOLUTION THAT THE VILLAGE BOARD ATTESTS THAT THEY HAVE REVIEWED THE CODE OF ETHICS, CHAPTER 2, ARTICLE IX OF THE VILLAGE CODE, AS OF APRIL 8, 2024**

**WHEREAS**, at the Annual Reorganization Meeting, the Village Board attests that they have reviewed the Code of Ethics, Chapter 2, Article IX of the Village Code;

**NOW, THEREFORE, IT IS HEREBY,**

**RESOLVED**, the Village Board attests that they have reviewed the Code of Ethics, Chapter 2, Article IX of the Village Code, as of April 8, 2024.

Motion to adopt by Trustee Wohl and seconded by Trustee Hand. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

On a motion by Trustee Rouis, seconded by Trustee Wohl, the Annual Meeting was adjourned at 7:09 pm.

Gurda absent  
Hand aye  
O'Donnell aye  
Rouis aye  
Wohl aye

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The regular Village Board Meeting came to order at 7:09 pm.

On a motion by Trustee Rouis, seconded by Trustee Wohl, the April 8, 2024 Village Board Meeting Agenda was accepted as presented.

Gurda absent  
Hand aye  
O'Donnell aye  
Rouis aye  
Wohl aye

On a motion by Trustee Rouis, seconded by Trustee Wohl, the Minutes of the March 25, 2024, Village Board Meeting were accepted.

Gurda absent  
Hand aye  
O'Donnell aye  
Rouis aye  
Wohl aye

**Public Hearings**

1. Budget for Fiscal Year 6/1/2024 – 5/31/2025

On a motion by Trustee Wohl, seconded by Trustee Rouis, the Public Hearing for the budget was opened at 7:09 pm.

Mayor O'Donnell asked if there were any comments from the public.

Mr. & Mrs. Ron Klieverik of 8 Camelot Drive began by discussing the poor quality of the road conditions throughout the Village, and felt that the budgeted amount was low. They were asked which roads they were referring to, and they stated those in Spring Glen including Camelot Drive and Gregory Drive, among others. They also asked if there was a master plan on repaving all the roadways in the Village.

Mayor O'Donnell deferred to DPW Superintendent Birney to answer the questions and concerns. DPW Superintendent Birney explained that there are four line items within the budget that have to do with repaving and filling in cracks. Some of the funds are from a state program called CHIPS. The repaving of streets are determined based on several factors, including the time since work was last done, condition of the road, and utilities underneath the road. There is a master plan in place to determine what streets have and will be repaved in the Village. There are currently two streets that will be repaved in the upcoming year, Oakcrest and Dugan Lane.

Mrs. Klieverik then asked what the tax collection rate is in the Village. Attorney Donovan explained that we have a 100% collection rate, although it may not all be collected at the time taxes are due. Attorney Donovan shared that this is done by the County recouping unpaid Village taxes, that are levied on County tax bills.

On a motion by Trustee Rouis, seconded by Trustee Hand, the Public Hearing for the budget was closed at 7:20 pm.

#### **Items of Business**

##### 1. Relevy Water/Sewer Amounts on 2024/2025 Village Taxes

#### **RESOLUTION 41 of 2024**

#### **A RESOLUTION TO RELEVY \$269,182.57 OF UNPAID WATER/SEWER BALANCES ON THE 2024/2025 VILLAGE PROPERTY TAXES**

**WHEREAS**, there is an unpaid balance on water/sewer billing; and

**NOW, THEREFORE, IT IS HEREBY,**

**RESOLVED**, that the following was approved:

1. Unpaid water/sewer balances in the amount of \$269,182.57 will be relevied on the 2024/2025 Village property taxes.

Motion to adopt by Trustee Wohl and seconded by Trustee Rouis. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

##### 2. Relevy unpaid Planning Board Fees on Taxes for SBL 109-2-5

#### **RESOLUTION 42 of 2024**

#### **A RESOLUTION ALLOWING THE VILLAGE BOARD OF TRUSTEES TO REMEDY THE OUTSTANDING PLANNING BOARD FEES IN THE AMOUNT OF \$75.20 AT 155 MAIN STREET BY LEVYING THE OUTSTANDING AMOUNT ON 2024-2025 VILLAGE TAXES**

**WHEREAS**, there is an outstanding amount related to Planning Board fees for 155 Main Street from October 2022; and

**WHEREAS**, the Village Treasurer has made attempts to collect the outstanding amount by phone and sending two letters in 2023; and

**WHEREAS**, the property owner has failed to pay for the outstanding Planning Board fees;

**NOW, THEREFORE**, it is hereby

**RESOLVED**, that the Village Board hereby orders that as a result of the owner's failure to pay for the outstanding Planning Board fees, the amount of \$75.20 will be added to the property owners Village taxes; and it is further

**RESOLVED**, that the Village of Goshen is hereby authorized to take any such action as may be required to effectuate this Resolution.

Motion to adopt by Trustee Wohl and seconded by Trustee Rouis. The vote was 4 ayes to 0 nays with 0 abstentions. The Mayor declared the Resolution adopted on April 8, 2024.

### **Department Head Comments**

Chief Rich reported that the car seat check event went well, despite the rain, where there were 11-12 car seats checked. In addition, there are several initiatives that the Village of Goshen Police Department is participating in, including Project Child Safe related to gun locks, where residents can pick up free gun locks at the Village of Goshen Police Department. Other initiatives include, Put the Phone Away or Pay, and the No Empty Chair campaign. Chief Rich commended Sara Winters for all of her work on the budget and was appreciative of her support, especially with this being his first budget as Chief, as well as the Mayor for her work on the budget.

Mayor O'Donnell commented on how she was liking Chief Rich's Board Reports.

DPW Superintendent Birney reported on the following, which represents the major activities of the Department of Public Works from March 26, 2024 through April 5, 2024:

### **STREETS**

1. Cold Asphalt patching of streets throughout Village
2. Completed floor replacement for vehicle lift in shop
3. Inspected and cleared catch basins for 4/3 severe rain event / general storm preparation
4. Removed damaged street trees with assistance from Town of Hamptonburg
5. Assisted Town of Hamptonburg with jetting culverts
6. Collected and maintained parking meters
7. Ice control for 4/4 storm event

### **WATER**

1. Remove dead and downed trees at Prospect Reservoir to facilitate dam access and re-establish roadway

### **SEWER**

1. Continue bi-annual jetting of sewer mains throughout Village

Mayor O'Donnell asked DPW Superintendent Birney to write a letter to the State DOT regarding Connector Road, and Trustee Wohl added to mention the exit off 17 as well.

Village Clerk Darby reported on the following:

1. Successful election, congratulations to Trustees Hand and Gurda
2. Funding for Water Plant Upgrades
  - a. Reached out to P&D and Environmental Facilities Corporation
  - b. Many thanks to Attorney Donovan for his assistance with the bond attorney
3. Water/Sewer Clerk Audits
4. April 4<sup>th</sup> Recycling Program Goshen Public Library & Historical Society

5. Work on obtaining quotes for Village insurance
6. Budget – many thanks to everyone in our office for their efforts, including Sara Winters for an exceptional job on the budget, along with the Mayor and Trustees

**Mayor/Trustee Comments**

Trustee Wohl asked DPW Superintendent Birney to include in his letter to the State DOT the east bound exit ramp off 17. Trustee Wohl then asked about when the County would get to working on the underpass. Birney stated that he reached out to the County and is waiting on a timeframe.

Trustee Rouis thanked everyone for their assistance with completing the budget.

Mayor O'Donnell read an email from Lisa Clancy at the Goshen Chamber of Commerce regarding her positive encounters with Village Clerk Darby, and commenting on how great Mayor O'Donnell runs the Village.

Mayor O'Donnell also took this opportunity to thank everyone involved in the budget process for their efforts.

On a motion by Trustee Rouis, seconded by Trustee Wohl, the board entered into an attorney/client privilege session to discuss water/sewer assessments at 7:30 pm.

On a motion by Trustee Rouis, seconded by Trustee Wohl, the board returned to the regular meeting at 7:47 pm.

On a motion by Trustee Rouis, seconded by Trustee Wohl, the board set a public hearing related to water/sewer assessments and a special meeting on April 15, 2024.

Gurda	absent
Hand	aye
O'Donnell	aye
Rouis	aye
Wohl	aye

The April 22, 2024 Village Board meeting is being cancelled as that is the start of Passover.

On a motion by Trustee Rouis, seconded by Trustee Hand, the Village Board Meeting was adjourned at 7:48 pm.

Gurda	absent
Hand	aye
O'Donnell	aye
Rouis	aye
Wohl	aye