

**OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
FOR THE VILLAGE OF BATH and BEGWS UTILITY COMMISSION
SPECIAL MEETING
DECEMBER 7, 2016**

This meeting of the Board of Trustees of the Village of Bath and Bath Electric Gas and Water Utility Commission was held on the 7th day of December 2016 at the Village of Bath, Village Hall, located at 110 Liberty St., Bath, NY 14810. This meeting was called to order by Mayor William von Hagn at 5:10 p.m.

Present:

Mayor:	William von Hagn	Utility Commissioner: Jeff Muller
Trustee:	Jeanne Glass	Utility Commissioner: Keith Becken
Trustee:	Mark Bardeen	Utility Commissioner: Mark Alger
Trustee:	Melanie Coots	Utility Commissioner: Robert Plaskov
Clerk/Treasurer:	Jacqueline Shroyer	BEGWS Acctng Super: Dan Wilhelm
Code Enforcement:	Ralph Senese	BEGWS Clerk: Julie Cerra
BEGWS Union President:	Andrew Burdin	BEGWS Line Super: Mark Hawk

Absent:

Deputy Mayor/Trustee:	Michael Sweet
Attorney:	Patrick McAllister
Utility Commissioner:	Will Heigel

Special Meeting:

Utility Commission Resignations:

Motion made by Trustee Glass, seconded by Trustee Bardeen to accept the resignation from Harold Rodbourn for Chairman of the Utility Commission. All present were in favor and the motion was carried.

Motion made by Trustee Bardeen, seconded by Trustee Coots to accept the resignation from Mike Austin for Vice Chairman of the Utility Commission. All present were in favor and the motion was carried.

Appointments for Utility Commission:

Motion made by Trustee Coots, seconded by Trustee Glass to appoint Mark Alger to the Utility Commission for a 5 year term. All present were in favor and the motion was carried.

Motion made by Trustee Bardeen, seconded by Trustee Coots to appoint Robert Plaskov to the Utility Commission for a 2 year term. All present were in favor and the motion was carried.

Both new commissioners were sworn in with the oath of office to continue the meeting.

Nominations for Chairman and Vice Chairman:

Motion made by Commissioner Muller, seconded by Commissioner Alger to temporarily appoint Clerk/Treasurer, Jacqueline Shroyer, as Chairman of the Utility Commission. All present were in favor and the motion was carried.

Clerk/Treasurer, Jacqueline Shroyer, opened up nomination for Chairman and Vice Chairman of the Utility Commission.

Motion made by Commissioner Alger, seconded by Commissioner Plaskov to nominate Jeff Muller as Chairman of the Utility Commission.

Motion made by Commissioner Muller, seconded by Commissioner Becken to nominate Mark Alger as Vice Chairman of the Utility Commission.

Motion made by Commissioner Muller, seconded by Commissioner Plaskov to close the nominations at 5:15 p.m. All present were in favor and the motion was carried.

The motion to nominate Jeff Muller as Chairman of the Utility Commission was passed by all present.

The motion to nominate Mark Alger as Vice Chairman of the Utility Commission was passed by all present.

BEGWS Drug & Alcohol Testing:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov to appoint BEGWS Accounting Supervisor, Dan Wilhelm, the point of contact for the required Drug and Alcohol testing. All present were in favor and the motion was carried.

Civil Service Documents:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov to approve the Chairman of the Utility Commission, Jeff Muller, permission to sign the Civil Service Report for Personnel Change forms. All present were in favor and the motion was carried.

Appointment of Richard Pendle:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov to appoint Richard Pendle permanently to the Apprentice Lineman position. All present were in favor and the motion was carried.

Voucher for Bucket Truck BAN:

Motion made by Commissioner Alger, seconded by Commissioner Becken to approve the voucher and cut the check for the principal and interest payment for the bucket truck BAN that is due on December 9, 2016. All present were in favor and the motion was carried.

Approve Requisitions:

Motion made by Commissioner Plaskov, seconded by Commissioner Becken to authorize Chairman, Jeff Muller, to sign requisitions. All present were in favor and the motion was carried.

Motion made by Commissioner Plaskov, seconded by Commissioner Becken to amend the previous motion to authorize Chairman, Jeff Muller, and Vice Chairman, Mark Alger, to sign requisitions. All present were in favor and the motion was carried.

Approve Absenteeism Forms for Supervisors:

Motion made by Commissioner Becken, seconded by Commissioner Plaskov to approve Chairman, Jeff Muller, and Vice Chairman, Mark Alger, when the Chairman is not available to approve the supervisor absenteeism forms and requests for vacation. All present were in favor and the motion was carried.

Review Director Computer Files:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov to authorize two out of three of the following, the Chairman, Jeff Muller, the Mayor, William von Hagn, and the Accounting Supervisor, Dan Wilhelm to review the Former Directors computer files. All present were in favor and the motion was carried.

Tree Trimming:

Motion made by Commissioner Alger, seconded by Commissioner Plaskov to authorize Accounting Supervisor, Dan Wilhelm, to draft a letter for Chairman, Jeff Muller, to sign to put ACRT Inc. on notice to terminate their services for tree trimming consulting. All present were in favor and the motion was carried.

HPC Website:

Motion made by Trustee Coots, seconded by Trustee Bardeen to approve up to \$325 to be spend on the Website for the Historic Preservation Committee. All present were in favor and the motion was carried.

Adjourn Special Meeting/Executive Session:

Motion made by Trustee Glass, seconded by Trustee Bardeen to adjourn the special meeting of the Board of Trustees of the Village of Bath and the Utility Commission of Bath Electric Gas & Water at 5:43 p.m. to go into executive session for contractual reasons. All present were in favor and the motion was carried.

Trustee Glass had to leave the meeting at 5:44 p.m.

Return to Regular Session:

Motion made by Trustee Coots, seconded by Trustee Bardeen to return to the special session at 6:09 p.m. All present were in favor and the motion was carried.

Adjournment:

Motion made by Trustee Coots, seconded by Trustee Bardeen to adjourn the special meeting at 6:33 p.m. All present were in favor and the motion was carried.

Respectfully submitted by:

Jacqueline Shroyer
Clerk/Treasurer