



Village of Millbrook 35 Merritt Ave
6:30 PM

Board of Trustees

Agenda

Village of Millbrook
Village Hall – Board of Trustees
June 11, 2019 6:30pm

1. **Open meeting** – Pledge of Allegiance
2. **Administrative Business:**
 - a. Acceptance of Minutes – 5/28 minutes
 - b. Voucher Approval
 - c. Budget Adjustments
3. **Old Business:**
 - a. Re-open Public Hearing - Zoning Map corrections
 - b. Permit Approval – Home Show
4. **New Business:**
 - a. Water Tower update

Additionally

All invoices to be honored and paid by first July 2019 meeting for the fiscal yr 2018-2019

5. **Department Reports:** *(first meeting of month only)*
 - a. FD/Rescue – Matthew Rochfort, Ted Bownas and Laurie Olsen
 - b. Police – OIC Jared Witt
 - c. Highway – Bob Collocola
 - d. Water/Sewer – Scott Osborn
 - e. Treasurer – Sarah Witt
 - f. Attorney – Josh Mackey
6. **Board Member Updates:**
 - a. Trustee Joe Rochfort
 - b. Trustee Mike Herzog
 - c. Trustee Tim Collopy
 - d. Trustee Kevin McGrane
7. **Mayoral update**
 - a. Forrester Green
8. **Public Participation**
9. **Executive Session – Personnel**
10. **Adjournment**
11. **Auditing of Bills**

Voucher Detail Report

June 11, 2019 Voucher Totals

Vouchers 18524, 18568-18623	2019	2020	TOTAL
A - GENERAL FUND	47,503.79	38,838.30	86,342.09
F - WATER FUND	9,934.15	700.00	10,634.15
G - SEWER FUND	23,042.98	250.00	23,292.98
H - CAPITAL PROJECTS	38,754.45		38,754.45
TA - TRUST & AGENCY FUND	500.00		500.00
T - TRUST FUND	255.00		255.00
	119,990.37	39,788.30	159,778.67

Fire Dept

Millbrook Fire Department

May 2019

Automatic Fire Alarm	12
Motor Vehicle Accident	1
EMS Call	48
Wires Down	1
Appliance fire	1
Hazardous Material	1
Service call	1
Elevator Emergency	1
<u>Carbon Monoxide Detector</u>	<u>1</u>
Total Incidents	67

EMS Responses

NDP (daytime)	33
MFD Rescue	16

Mutual Aid Given

Fire	2
EMS	3

Mutual Aid Received

Fire	4
EMS	11

V.M.P.D. Monthly Report May 2019

96 Calls for Service (including, but not limited to):

TRAFFIC

Traffic Tickets: **6** Parking Tickets: **8** PDAA: **4** H&R PDAA: **1** V&T Complaint: **3**
Disabled Vehicles: **2**

ASSIST OTHER AGENCIES

Assist Other Police: **15** Assist Fire Dept: **7** Assist EMS: V/Millbrook: **6**; T/ Washington: **9** MCSD: **3**

CRIMINAL ACTIVITY

Arrest: **3** Larceny: **2** Domestic: **2** Disorderly Conduct: **2** Harassment: **1**
Suspicious Activity: **3** Fraud: **3** Burglar Alarm: **3** Criminal Mischief: **1**

PUBLIC SERVICE

Welfare Check: **3** Property: **3** Assist Citizen: **7** Lockout: **3** Road Hazards: **2**
Animal Complaint: **3** Mental Health: **4** Traffic Detail: **2** 911 Hangup: **1**
School Checks: **78**

JRW#6 06/11/2019

Police
Dept

Forceable Entry Training with Millbrook Fire Dept at DC 911 May 30th 2019



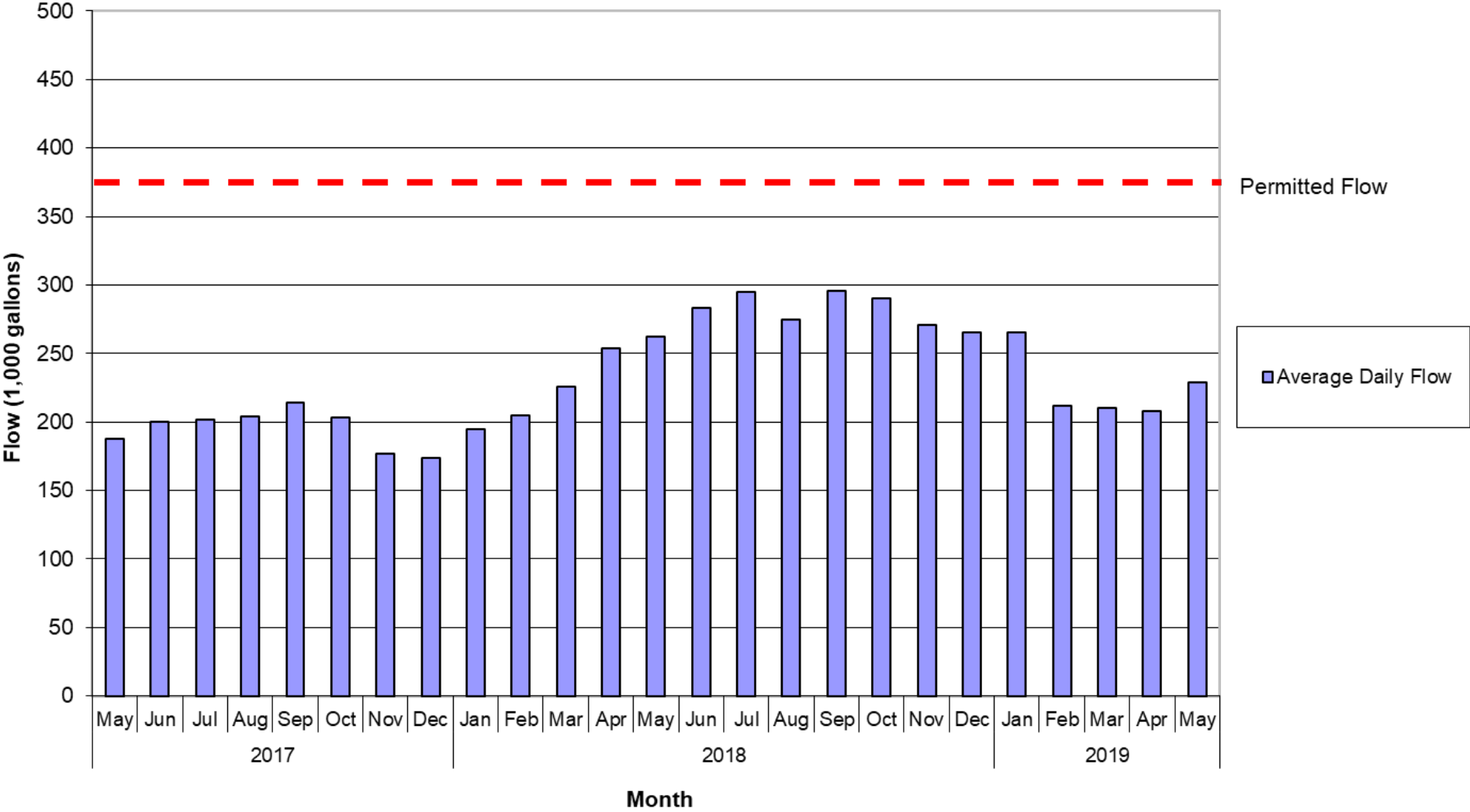
Public Works Report

May Highway Dep't Report

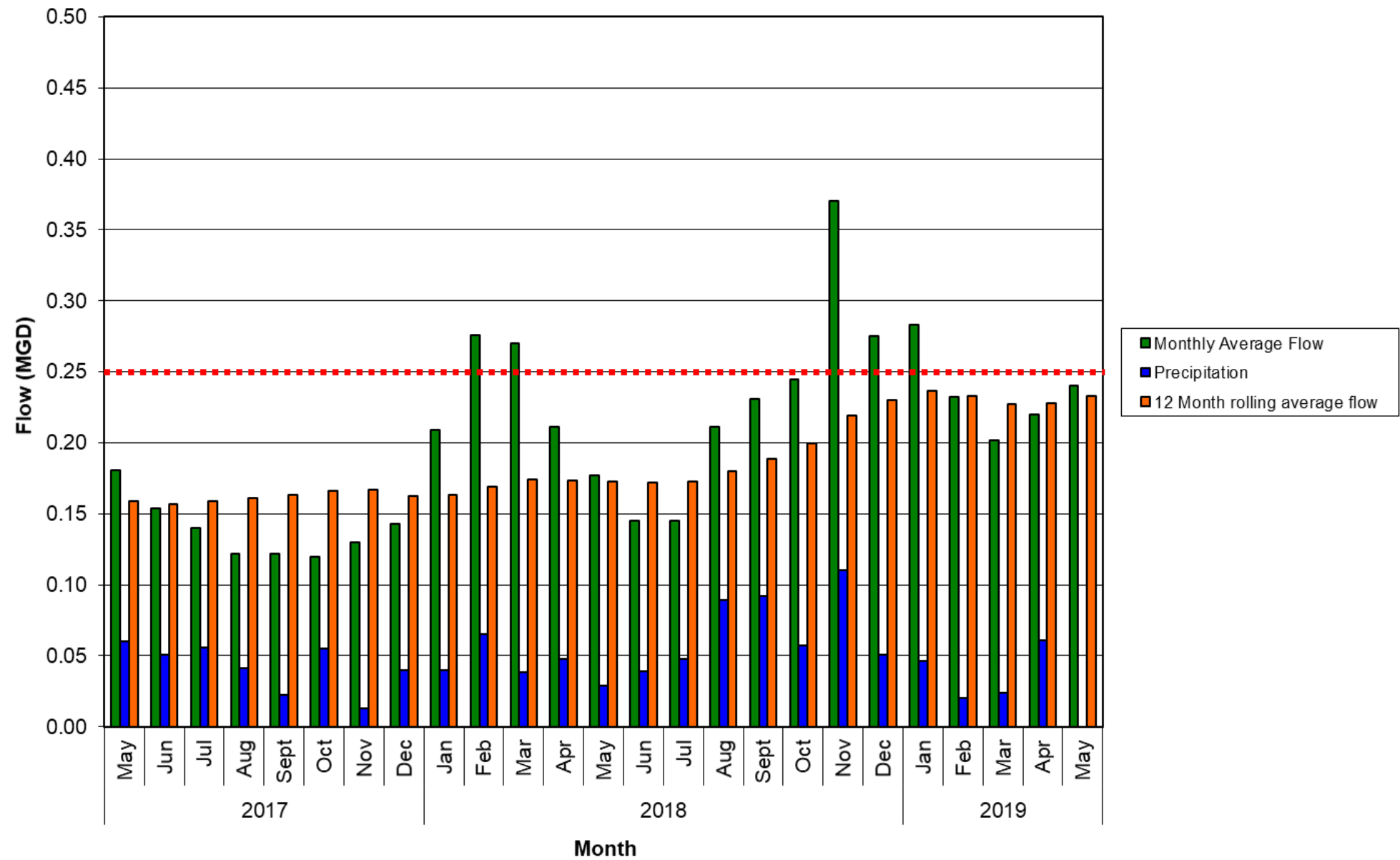
1. Repaired street sign on Franklin ave
2. Painted all curbs in no parking areas safety yellow
3. Mulched trees at firehouse
4. Cleaned and patched drainage ditch on North ave
5. Cleaned fuel spill on Valley farm rd
6. Picked up geraniums from Millbrook gardens and placed in flower barrels
7. Patched roadside drainage ditch on Nine partners rd
8. Trimmed branches away from all street signs
9. Began curbside weed killing
10. Repaired 2 catch basins on Maple ave
11. Paved water main repair on Countyhouse rd
12. Brush picked up throughout month , brush pick up ended June 1st
13. Basement door at Village hall replaced .
14. Changing table order for Village hall

Village of Millbrook			
Monthly Water System Report			
May 2019			
	May	April	March
Total Water Produced	7,105,000	6,245,000	6,505,000
Average Daily Flow	229,000	208,000	210,000
Peak Day Flow	265,000	250,000	255,000
Sampling Results:			
Total Coliform	Absent	Absent	Absent
* Results not in compliance			
Comments:			
1) Monthly sampling and maintenance			
2) Shut off fire hydrant on Nine Partners Ln - leaking			
3) Work on storage tank in progress			
4) Replaced water meter on Valley Farm			

Millbrook Water



Millbrook WWTP



Treasurer's Report

VILLAGE OF MILLBROOK TREASURER'S REPORT

PERIOD:

31-May-19

Treasurer and Clerk Updates:

- Monthly Revenue and Expense Reports as of 6.11.19 provided to Board
- Continuing training with Karen McLaughlin
- Tax Bills mailed out end of May
- Total taxes collected as of 6.11.19: \$333,635.22

	BALANCE 05/01/19	DEPOSITS	DISBURSED	INTEREST	BALANCE 05/31/19
TAX ACCOUNT	\$4,530.86	\$0.00	\$4,530.86	\$0.00	\$0.00
GENERAL FUND	\$476,323.14	\$24,932.89	\$152,799.59	\$32.91	\$348,489.35
WATER FUND	\$20,231.98	\$25,907.24	\$31,611.22	\$2.45	\$14,530.45
SEWER FUND	\$65,380.45	\$30,626.01	\$19,768.02	\$6.32	\$76,244.76
ACCOUNTS PAYABLE	\$8,812.48	\$176,985.68	\$165,793.92	\$0.00	\$20,004.24
BEDROCK WELL ACCOUNT	\$282,330.28	\$0.00	\$0.00	\$23.98	\$282,354.26
ESCROW (PLANNING & ZONING)	\$3,423.79	\$0.00	\$1,345.36	\$0.00	\$2,078.43
HAIGHT TRUST	\$15,652.08	\$0.00	\$0.00	\$1.99	\$15,654.07
LAMONT CHRISTMAS TREE	\$2,453.84	\$0.00	\$0.00	\$0.31	\$2,454.15
MEDICAL DEDUCTIBLE	\$14,778.35	\$0.00	\$394.95	\$0.00	\$14,383.40
MILLBROOK COMMUNITY DAY	\$243.85	\$0.00	\$0.00	\$0.00	\$243.85
MILLBROOK RESTORATION	\$126,897.76	\$0.00	\$7,600.00	\$10.45	\$119,308.21
NINE PARTNERS TRUST	\$25,243.73	\$0.00	\$0.00	\$3.22	\$25,246.95
PAYROLL ACCOUNT	\$6,781.80	\$34,793.15	\$34,724.80	\$0.00	\$6,850.15
POLICE VEHICLE FUND	\$10,001.20	\$0.00	\$0.00	\$0.85	\$10,002.05
AMBULANCE RESERVE	\$25,003.01	\$0.00	\$0.00	\$2.12	\$25,005.13
RESERVE FOR FIRE TRUCK	\$307,702.24	\$0.00	\$0.00	\$39.20	\$307,741.44
RESERVE FOR HIGHWAY EQUIPMEN	\$6,712.08	\$0.00	\$0.00	\$0.57	\$6,712.65
THORNE BUILDING TRIBUTE GARDE	\$231,663.13	\$0.00	\$0.00	\$29.52	\$231,692.65
THORNE TRUST	\$25,718.69	\$0.00	\$0.00	\$3.27	\$25,721.96
TREE REPLACEMENT PROGRAM	\$7,647.78	\$0.00	\$0.00	\$0.65	\$7,648.43
TRIBUTE GARDEN DONATIONS	\$10,036.66	\$0.00	\$0.00	\$0.86	\$10,037.52
VILLAGE HALL RESTORATION	\$4,500.44	\$0.00	\$0.00	\$0.39	\$4,500.83
TOTAL	\$1,724,706.34	\$293,244.97	\$418,568.72	\$159.06	\$1,556,904.93

Building Dept.

Period: May 2019			
			Last Month's Fees Collect \$1,325.00
Building Permit's Issued:	10		
Building Permit #:	19-18 - 19-28		
Amount Collected:	\$1,305.00		
Sign Permit's Issued:	0		
Sign Permit #:			
Amount Collected:	\$0.00		
		Cert #	
Certificate of Occupancy:	0		
Certificate of Occupancy Rental:	1	19-01	
Certificate of Use:	0		
Certificate of Compliance:	0		
Municipal Searches:	4		
Municipal Search #:	19-10-19-13		
Amount Collected:	\$575.00		
Total Month Collected:	\$1,880.00		
YTD Fees Collected:	\$3,205.00		
Building Dept. Referrals:	0	Reason for Referral:	
PB:	0		
ZBA:	0		
Total Collected			
For Application Fee:	\$0.00		
Comments:			
ESCROW:			

Trustee/ Mayor Updates

Trustee Rochfort

Trustee Herzog

Deputy Mayor Collopy

Trustee McGrane

Mayor Rod Brown





Next Board of Trustees Meeting:

Board of Trustees-June 25,2019 6:30 PM