

**MINUTES OF THE
THE BOARD OF TRUSTEES OF THE
INC. VILLAGE OF RUSSELL GARDENS
SEPTEMBER 3, 2020**

PRESENT David Miller, Mayor, Larry Chaleff, Deputy Mayor, Martin Adickman, Jane Krakauer, Matt Ellis, Trustees, Christine Blumberg, Village Clerk
ABSENT NONE

The Mayor opened the meeting at 8:00PM and read the following statement regarding procedures for this meeting:

Due to public health and safety concerns related to COVID-19, and pursuant to Governor's Executive Orders, including, without limitation Order 202.1 and 202.10 this meeting of the Village of Russell Gardens Board of Trustees is not being held in person. The Board is meeting by teleconferencing. The meeting will be recorded and a transcript will be provided at a later date. The public has the opportunity to observe the meeting live online and to submit comments, pursuant to instructions given on the Village website and in the meeting notice. The meeting Agenda is posted on the Village website at www.russellgardens.com.

The Village Clerk will now call the roll for attendance at this meeting by members of the Board and relevant village staff.
The Village Clerk called the roll.

MINUTES The minutes of the meeting held on July 9,2020 were received as recorded.

TREASURER REPORT Treasurer's report for the month of June and July, 2020 was distributed to board for review.

**BUILDING
INSPECTOR**

PERMITS ISSUED

300 Melbourne Rd. – replace existing roof
(2) 33 Tain Dr. – new gas generator/plumbing
415 Northern Blvd. – renew annual commercial business sign
Peter Luger – Assembly Occupancy Operating permit
Top Prep Academy – Annual Place of Instruction Permit

C/C ISSUED

14 Melbourne – Hot Tub

MAINT.REPORT

No Report

Mayor Miller made the following comments:

- A letter was received from the President of the Co-Op Board of 140 SMN RD
- The Co-op board requests a village sign be moved. They think the sign is on their property.
- This question has been referred to village building department and counsel
- The tennis shed has been revitalized and is a credit to the neighborhood.

NEW BUSINESS

PERSONAL

APPEARANCE Frank Faber of Skinnon and Faber appeared before the Board submitted his written report and presented his findings of an audit of village books and records for the fiscal year 2020/2021.

On motion by Larry Chaleff and seconded by Martin Adickman it was:

RESOLVED that the Draft Village Financial Statements and Audit Report for the fiscal year ending 2/29/2020 provided by Skinnon & Faber CPA, P.C. are accepted as presented

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,
NAY: NONE

SCHEDULE PUBLIC HEARING

On motion by Larry Chaleff and seconded by Martin Adickman it was:

RESOLVED to hold Public Hearing October 1,2020 @ 8:00PM on Proposed Bill 1-2020; Chapter 55, "Vehicles & Traffic "as it pertains to Handicap Parking.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,
NAY: NONE

On motion by Larry Chaleff and seconded by Martin Adickman it was:

RESOLVED to approve disbursements from the checking account for the month of June, 2020 Check # 21122-21167; including Paychex Payroll, Direct Deposit; Total Disbursements \$110,602.22

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,
NAY: NONE

On motion by Larry Chaleff and seconded by Martin Adickman it was:

RESOLVED to approve disbursements from the checking account for the month of July, 2020 Check #21168-21224; including Paychex Payroll, Direct Deposit; Total Disbursements \$160,186.41.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,
NAY: NONE

AMENDMENT TO VILLAGE FEE SCHEDULE

Mayor Miller made the following comments:

- When permit fee schedule was put together, generator fee not adjusted
- It is being corrected
- Installation of generator is \$250.

RESOLVED that the Board of Trustees does hereby amend the Permit Fee schedule as it pertains to generator fees as attached,effective immediately.

On motion by Larry Chaleff and seconded by Martin Adickman it was:

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,
NAY: NONE

B/T09/03/20

Justice Court Assistance Program

Mayor Miller made the following comments:

- There are specific grants available to courts
- The grants allow equipment purchases necessary for the courts to run

On motion by Larry Chaleff and seconded by Martin Adickman it was:

RESOLVED to authorize the Village of Russell Gardens Court Clerk to prepare an application to the 2020-2021 Justice Court Assistance Program (JCAP) for funding of court furnishings and equipment, not to exceed \$30,000.00.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,

NAY: NONE

RATIFY ACTION TAKEN:

On motion by Larry Chaleff and seconded by Martin Adickman it was:

RESOLVED to authorize Salerno Brokerage Corp. to renew the Village Municipal Insurance Policy- **POLICY DATES 7/22/2020-7/22/2021** in the amount of \$27,777.77.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,

NAY: NONE

On motion by Larry Chaleff and seconded by Martin Adickman it was:

RESOLVED to authorize the Mayor to enter into contract with Michael Haberman Assoc. to complete the village 2020/2021 Annual Assessment Update and Adjusted Base Proportions report in the sum of \$6950.00.

VOTE OF THE BOARD OF TRUSTEES

AYE: MILLER, CHALEFF, ADICKMAN, KRAKAUER, ELLIS,

NAY: NONE

Mayor Miller made the following comments:

- Village election is September 15
- Polls open from noon-9PM
- Safety precautions will be taken
- Letter received from NC Police Commissioner, with reminders
- Lock your cars
- Always remove key fob
- Village law prohibits feeding animals outside, Do not feed feral cats
- Weather permitting tennis courts will stay open into October

There being no further business, the motion to adjourn was made by Martin Adickman, and seconded by Martin Adickman and unanimously approved.

Respectfully submitted,

Christine Blumberg
Russell Gardens Village Clerk

B/T09/03/20