

**MINUTES OF  
THE BOARD OF TRUSTEES MEETING OF THE  
INC. VILLAGE OF RUSSELL GARDENS  
JULY 8, 2021**

**PRESENT** David Miller, Mayor, Larry Chaleff, Deputy Mayor, Trustee Jane Krakauer, Trustee Matt Ellis and Danielle Pennise, Village Clerk Treasurer.

**ABSENT** Trustee Martin Adickman

**Mayor David Miller** opened the meeting at 8:00 P.M. at Village Hall.

**MINUTES OF JUNE 3, 2021**

A motion was made by **Larry Chaleff** to accept the minutes of **June 3, 2021**, and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**TREASURER'S REPORT for May 31, 2021**

A motion was made by **Larry Chaleff** to accept the Treasurer's Report and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**BUILDING INSPECTOR'S REPORT and MAINTENANCE REPORT for June 2021**

A motion was made by **Larry Chaleff** to accept the Building Inspector's and Maintenance Report and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**NEW BUSINESS: PROPOSED BILL NO. 2 of 2021**

To schedule a Public Hearing for **September 2, 2021**, Proposed **Bill 2-2021**, to amend Russell Gardens Code Chapter 60 entitled "Zoning", Article VII entitled "Business District", subsection 48 entitled "Off-street parking facilities" as follows, Retail Stores: 1 parking space for each 100 gross square feet of floor area.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

The mayor read the following resolutions:

**VOUCHERS-GENERAL ACCOUNT**

**RESOLVED**, to approve disbursements from the checking account for the month of **June 2021**, Check #'s **21691-21731** including Electronic transfers, Paychex Payroll and Direct Deposit.

**Total Disbursements** in the amount of **\$98,462.85**.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**2021-2022 BUDGET MODIFICATIONS**

**RESOLVED**, to approve the attached **Budget Modifications** as of **5/31/21**.

**RESOLVED**, to approve the attached **Budget Modifications** as of **6/30/21**.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**AUDIT-VILLAGE COURT JUSTICE ACCOUNTS**

**RESOLVED**, to adopt the audit report for the **Village Justice Court** accounts of the Inc. Village of Russell Gardens for the **Fiscal Year Ended 2/28/2021**, as per the report provided by **Skinnon & Faber CPAs, P.C.**

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**DEPOSITORY**

**RESOLVED**, that **The First National Bank of Long Island** (the "Bank") is designated as a legal depository for funds of the organization.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**RESOLVED**, that the following individuals are authorized for and on behalf of the Organization to open a transaction account (**Demand Deposit/Savings/Money Market Savings**) with the Bank and to execute and deliver to the Bank any additional documentation, including but not limited to, a signature card or cards supplied by the Bank, containing a specimen signature of such individuals. Furthermore, such individuals are authorized for and on behalf of the Organization to conduct transactions, to endorse or cause to be endorsed, to deposit or cause to be deposited from time to time checks, drafts and other instruments and funds payable or held by the Organization, and that any funds so deposited shall be subject to withdrawal or transfer by **any individuals**: Danielle Pennise, Village Clerk Treasurer, Lorraine Hunt, Deputy Village Clerk Treasurer and Court Clerk, David M. Miller, Mayor, Larry Chaleff, Deputy Mayor, Martin Adickman, Trustee, Jane Krakauer, Trustee and Matthew Ellis, Trustee.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**RESOLVED**, that the Bank may purchase, give credit for, cash, accept, pay, and charge to any of the aforementioned accounts, without inquiry, all items signed, drawn, accepted or endorsed on behalf of the Organization, whether under a title, the words "Authorized Signature" or otherwise, with the purported actual or facsimile signature or **any one** of the officials whose names, titles and specimen signatures

appear above or on a rider hereto, or his or her successor in office, regardless of the circumstances under which the signature shall have become affixed if it resembles any actual or facsimile signature previously certified to the Bank. The Organization shall indemnify and hold the Bank harmless against all claims, losses, damages, liabilities, costs, penalties and expenses (including, but not limited to, attorneys' fees and disbursements) incurred by the Bank in connection with the honoring of any purported signature of any authorized signer or any refusal to honor the signature of any person who is not an Authorized Signer. (The Organization acknowledges that dual signature requirements and restrictions impose no liability on the Bank).

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**RESOLVED**, that the above mentioned individuals, as well as designees by written instructions from the Organization, are authorized for and on behalf of the Organization to open a **Certificate of Deposit** account with the Bank and to execute and deliver a confirmation of instructions and any additional documentation containing a specimen signature of such individuals. Any funds deposited therein shall be subject to withdrawal or transfer by such individuals.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**RESOLVED**, that each of the foregoing resolutions shall continue in force until express written notice of its rescission or modification has been received by the Bank, but if the authority contained in them should be revoked/terminated by operation of law without said notice, it is resolved and agreed for the purpose of inducing the Bank to act hereunder, that the Bank shall be saved and held harmless from any loss suffered or liability incurred by it in so acting after revocation or termination without notice.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**VILLAGE JUSTICE ACCOUNTS**

**RESOLVED**, that **The First National Bank of Long Island** is designated as a provider of banking services to the **Village Justice Court** accounts of the Inc. Village of Russell Gardens.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**RESOLVED**, that **Village Justice Edward Goodman** of the Inc. Village of Russell Gardens is hereby authorized to act as signatory with respect to the Village Justice Court account.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**RESOLVED**, that **Village Associate Justice Laurie Berlin** of the Inc. Village of Russell Gardens is hereby authorized to act as signatory with respect to the Village Justice Court account.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

**TRUST & AGENCY ACCOUNT**

**RESOLVED**, to authorize the **Village Clerk** to establish a **Trust & Agency** account with **First National Bank of Long Island**.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

**CONTRACT**

**RESOLVED**, to enter into an agreement with **Around The Clock Office Cleaning & Janitorial Service Co.** for a period of one (1) year to clean Village Hall every other week at the rate of \$205 per month, \$2,460 annually and to provide an initial cleaning of Village Hall including the blinds at a cost of \$350.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

**DASNY SAM GRANT AWARD 8912**

**RESOLVED**, to increase the **village contribution from \$40,000 to \$60,000** for **DASNY SAM Grant Award 8912** for the installation of LED street lighting in the village.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

**SECOND COURT CLERK APPOINTMENT**

**RESOLVED**, to appoint **Jennifer Terman** as Clerk to the Justice Court with compensation at the rate of **\$75.00** per court session.

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

**JUSTICE COURT ASSISTANCE PROGRAM**

**RESOLVED**, to authorize the **Village of Russell Gardens Court** to apply for a grant of up to **\$29,000.00** from the **2021-2022** Justice Court Assistance Program (JCAP).

A motion was made by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**  
**NAY: NONE**

The next meeting will be held on September 2, 2021.

A motion was made to adjourn the meeting at 8:45 P.M. by **Larry Chaleff** and seconded by **Jane Krakauer**.

**VOTE OF THE BOARD OF TRUSTEES**

**AYE: DAVID MILLER, LARRY CHALEFF, JANE KRAKAUER, and MATT ELLIS**

**NAY: NONE**

Respectfully submitted,

A handwritten signature in cursive script that reads "Danielle Pennise".

Danielle Pennise

Village Clerk Treasurer

Inc. Village of Russell Gardens