

**NORTH HORNEILL VILLAGE BOARD**  
**MONTHLY MEETING**  
**November 17, 2025 6:00pm**

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**ATTENDANCE:** Mayor: J. Joseph Ingalls  
Deputy Mayor Joseph Flint  
Trustee Elise McCollumn  
Trustee Leroy Forshee  
Trustee Frank Libordi  
Clerk Alexandria Greenthal  
Treasurer Kristene Libordi  
Kyle Amidon  
Fire Chief Michael Robbins  
Fire Department Captain – Chris Patterson  
CEO Chuck Cagle- absent  
Residents: Kevin Smith & Mark Van Durme

Mayor J. Joseph Ingalls opened the meeting at 6:00 PM with the pledge of allegiance.

**MINUTES**

Minutes from the October 14, 2025 Monthly meeting were approved by a motion by Mayor Ingalls, seconded by, Trustee Libordi, seconded and carried

Mayor Ingalls	Aye		
Trustee Forshee	Aye	Trustee Libordi	Aye
Trustee Flint	Aye	Trustee McCollumn	Aye

Minutes from the November 11, 2025 Special meeting were approved by a motion by Trustee McCollumn, seconded by Trustee Libordi and carried

Mayor Ingalls	Aye		
Trustee Forshee	Aye	Trustee Libordi	Aye
Trustee Flint	Aye	Trustee McCollumn	Aye

**TREASURER’S REPORT**

A motion to approve the Treasurer’s Report was made by Trustee Flint seconded by Trustee Forshee and carried.

Mayor Ingalls	Aye		
Trustee Forshee	Aye	Trustee Libordi	Aye
Trustee Flint	Aye	Trustee McCollumn	Aye

### **CLERK'S REPORT**

A motion to approve the Clerk's Report was made by Mayor Ingalls seconded by Trustee McCollum and carried.

Mayor Ingalls	Aye		
Trustee Forshee	Aye	Trustee Libordi	Aye
Trustee Flint	Aye	Trustee McCollum	Aye

### **POLICE REPORT**

Complaints – 0  
Community Services Rendered – 11  
Assist Other Departments- 3  
Traffic Stops – 0  
Total for the month- 14

### **Department News:**

- Officers at the department are working on some small projects this month at the office including putting together a To-Go Rescue Bag, going through Inventory and starting a list of remaining items to purchase during this budget year.
- Kyle Amidon is working on getting employees signed up under PERMA for trainings.
- Kyle Amidon is enrolling each officer into Ejustice system.
- Kyle Amidon has made decision to hold off on Steuben County RMS System at this time due to the excessive training and future costs of system for the needs of the department. May visit this topic again in the future.
- Kyle Amidon is cleaning up paperwork and files along with archives of the department.
- Kyle Amidon is working with DCJS with updating of Acadis Portal Training Certification Portal.
- Officer Richardson is currently working on updating Policies and Procedures for the Department. This is an extensive task.
- Kyle Amidon is working on getting staff back on track and trainings up to date along with more hours worked.
- Kyle Amidon recently wrote a safety PERMA grant in the amount of \$5000.00 for new stair tread leading upstairs to the Fire Department for the North Hornell Fire Department that was approved for 100%.
- Kyle Amidon recently wrote a PERMA grant for a gear washer/dryer in the amount of \$3500.00 for the North Hornell Fire Department still pending approval.

### **Grants:**

1. **Livescan Unit Grant (\$29,999.00)-** This grant is in the process of reimbursement for a grand total amount being reimbursed of \$29,991.18. We left \$7.82 behind. THIS GRANT WAS REIMBURSED AND CLOSED.
2. **Outfitting of Police Vehicle Grant (\$42.30)-** This grant is in the process of reimbursement for a grand total amount being reimbursed of \$525.00. We left \$42.30 behind. WE ARE STILL WAITING REIMBURSEMENT.
3. **Building/Garage Grant-** This has been put on hold at this time due to a freeze of funding and application submissions. We will re-assess once the application window re-opens which may be as soon.
4. **PERMA- Vest Grant-** Application has been submitted for this grant pending approval for 2026 in the amount of \$1153.00.

### **SRO News:**

-SRO Cowdrick is back to work and everything is going great so far.

### **Items to be discussed:**

- PERMA Training for all village employees
- CPR/AED Training for Officers
- Hiring of 1 more Part-Time Officer

A motion to approve the Police Report was made by Trustee Libordi seconded by Trustee Forshee and carried.

Mayor Ingalls	Aye		
Trustee Forshee	Aye	Trustee Libordi	Aye
Trustee Flint	Aye	Trustee McCollum	Aye

### **FIRE REPORT**

Calls for the month:

Town: 6

Village: 6

Fire Alarm Checks: 3

M/A: 1

Total Calls for the Month: 16

Fire Chief Micheal Robbins was present to answer questions on the report.

Chief Robbins did inform the board that he will need to replace the batteries in E 85.

Trustee Libordi asked Chief Robbins what they plan on doing for storage with E 85, and the colder weather coming, Chief Robbins was going to contact Dave Parmlee and see if they would be able to store the Engine there for the winter months, until it was sold.

The Board of Trustees approved the Holiday Parade in Hornell on November 29<sup>th</sup>, on a motion made by Trustee Flint, seconded by Trustee McCollum, and carried.

The Board of Trustees approved the Christmas Parade on December 20<sup>th</sup> at 6 pm, on a motion made by Mayor Ingalls, seconded by Trustee Forshee, and carried.

A motion to approve the Fire Department report was made by Mayor Ingalls seconded by Trustee Forshee and carried.

Mayor Ingalls	Aye		
Trustee Forshee	Aye	Trustee Libordi	Aye
Trustee Flint	Aye	Trustee McCollum	Aye

### **MAINTENANCE REPORT**

Superintendent Charles Harrison was present to answer questions on his report.

Residents Kevin Smith and Mark Van Durme were present and voiced their concerns about the new paving that took place on Chambers Street.

The Board of Trustees, along with DPW Superintendent Charlie Harrison came up with a temporary solution, and in the Spring, they will get with Kevin Johnson to come up with a permanent solution for the drainage.

A motion to approve the Maintenance Report was made by Trustee Libordi seconded by Trustee McCollum and carried.

Mayor Ingalls	Aye		
Trustee Forshee	Aye	Trustee Libordi	Aye
Trustee Flint	Aye	Trustee McCollum	Aye

## **CODE ENFORCEMENT REPORT**

Code Enforcement Officer was not present to answer questions and no report was given.

## **OTHER:**

Village board of trustees gave Clerk the ok to move forward with the new website designer. She will email the company and get that set up.

Trustee Forshee bought in the Occupancy permit form that the City of Hornell uses, all the Trustees looked it over, made changes and are hoping to adapt this form. The board will need to meet with Code Enforcement officer to go over and start implementing this.

Village Board of trustees are all in favor of use NYCLASS, Trustee Flint is going to contact them and set everything up, and get the information over to the treasurer for the transfer of funds.

## **NEW BUSINESS**

### **RESOLUTIONS:**

#### **VILLAGE OF NORTH HORNELL RESOLUTION 59-2025 BUDGETARY AMENDMENT**

The following Resolution was made by, Trustee Libordi seconded by Trustee McCollum and carried,

**RESOLVED**, that the Village of North Hornell Board of Trustees at the Regular Board Meeting November 17, 2025 approved the transfer of \$517.18 from A599 Fund balance to A3120.23 Police Grant to cover expenditures

	Aye	Nay
Mayor Ingalls	x	
Trustee Flint	x	
Trustee Libordi	x	
Trustee Forshee	x	
Trustee McCollum	x	

**VILLAGE OF NORTH HORNELL  
BUDGETARY RESOLUTION- NYS RET ANNUAL INVOICE  
RESOLUTION 60- 2025**

The following Resolution was offered by Mayor Ingalls, seconded by Trustee Flint and carried,

**RESOLVED**, that the Village of North Hornell Board of Trustees at the Regular Board Meeting on November 17. 2025 approved the transfer of \$3,027 from A1990.4 Contingent account to A9010.8 State Retirement for overage on NYS Retirement employer Annual Invoice.

	Aye	Nay
Mayor Ingalls	x	
Deputy Mayor Flint	x	
Trustee Forshee	x	
Trustee Libordi	x	
Trustee McCollumn	x	

**VILLAGE OF NORTH HORNELL  
BUDGETARY RESOLUTION- NYCLASS  
RESOLUTION 61- 2025**

The following Resolution was offered by Mayor Ingalls, seconded by Trustee McCollumn and carried,

**RESOLVED**, that the Village of North Hornell Board of Trustees at the Regular Board Meeting on November 17. 2025 approved to use NYCLASS for the Certificate of deposit

	Aye	Nay
Mayor Ingalls	x	
Deputy Mayor Flint	x	
Trustee Forshee	x	
Trustee Libordi	x	
Trustee McCollumn	x	

**RESOLUTION 62-2025  
Create Deputy Police Commissioner**

The following Resolution was offered by Trustee McCollumn, seconded by Trustee Forshee and carried,

WHEREAS on September 30, 2025 at a Special Meeting the Village Board of Trustees voted to approve Mayor Ingalls as Village Police Commissioner, to create the position of Deputy Police Commissioner. On a motion by Trustee Libordi and seconded by Trustee McCollumn and carried unanimously.

WHEREAS the board has determined that Mayor Ingalls needs aide and assistance in the duties of Police Commissioner. The Position of Deputy Police Commissioner should be established, as a true deputy, therefor be it:

RESOLVED the position and title of Deputy Police Commissioner is established as exempt class, noncompetitive. The deputy Police commissioner shall serve at the pleasure of the mayor. The mayor is authorized to appoint the Deputy Commissioner, subject to the confirmation of the Village Board of Trustees.

RESOLVED that the mayor is authorized and directed to file all necessary documents and conformation with Civil service officer for the Village.

	Aye	Nay
Mayor Ingalls	x	
Trustee Flint	x	
Trustee Forshee	x	
Trustee McCollumn	x	
Trustee Libordi	x	

**RESOLUTION 63-2025  
APPROVE PAYMENT OF VOUCHERS**

The following Resolution was offered by Trustee Libordi, seconded by Trustee Flint and carried,

**RESOLVED**, that the Village of North Hornell Board of Trustees at the monthly meeting on November 17, 2025, approved to pay vouchers from the General Account starting with number 143-181 in the amount of \$87,587.13 and from the Sewer Account number 20-25 in the amount of \$10,496.74.

	Aye	Nay
Mayor Ingalls	x	
Trustee Flint	x	
Trustee Forshee	x	
Trustee McCollumn	x	
Trustee Libordi	x	

The meeting was adjourned at 8:10 pm on a motion by Mayor Ingalls seconded by Trustee Flint and carried.

Respectfully submitted,  
Alexandria Greenthal  
Village Clerk