

**NORTH HORNELL VILLAGE BOARD**  
**MONTHLY MEETING**  
**December 08, 2025 6:00pm**

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**ATTENDANCE:** Mayor: J. Joseph Ingalls  
Deputy Mayor Joseph Flint  
Trustee Elise McCollum  
Trustee Leroy Forshee  
Trustee Frank Libordi  
Clerk Alexandria Greenthal  
Treasurer Kristene Libordi  
Kyle Amidon  
Fire Department Captain – Chris Patterson  
CEO Chuck Cagle- absent  
DPW Superintendent Charlie Harrison

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

**MINUTES**

Minutes from the November 17, 2025 Monthly meeting were approved by a motion by Mayor Ingalls, seconded by, Trustee Forshee, seconded and carried

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

**TREASURER'S REPORT**

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

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

**CLERK'S REPORT**

A motion to approve the Clerk's 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

Treasurer Libordi let the board know that they need to come up with a Fund Balance Policy, she was going to look into other municipalities policy and forward information onto the board.

Trustee Flint is going to set up a phone call with NYCLASS and Treasurer Libordi to go over the paperwork needed to move forward with rolling the CD from Community Bank to NYCLASS.

## **POLICE REPORT**

Complaints – 2

Community Services Rendered – 17

Assist Other Departments- 1

Traffic Stops – 1

Total for the month- 21

### **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 is updating contracts and paperwork for the department and members.

- 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 is working on ordering some items from budget and getting all files/archives in order along with accreditation and audits that have been emailed to department.

-The department is looking for approval to hire 1 more per-diem officer to fulfill completing hours for budgeted schedule.

### **Grants:**

1. **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.

2. **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.
3. **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.
- Beginning process of finding replacement for 2026-2027 school year as SRO Cowdrick is retiring

Mayor Ingalls approved a new per diem officer Jason Day.

Trustee McCollum asked Kyle about the homeless man living under the bridge, Kyle stated that he has let the officers know and to be on the look out for him. If they do come across the homeless man, they are going to take him to Econo lodge.

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: 10

Village: 4

Fire Alarm Checks: 1

M/A: 2

Total Calls for the Month: 17

Mayor Ingalls gave the Fire department the okay to sell E 85 at auction on December 30, 2025.

The approval of Kannon R. Sherman as a new firefighter was approved by Mayor Ingalls, and carried.

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

A motion to approve the Fire Department 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

### **MAINTENANCE REPORT**

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

Superintendent Charlie Harrison let the board of trustee's know that the pump station was at a total power failure during the morning of December 8, 2025. He got it back up and running.

A motion to approve the Maintenance Report was made by Mayor Ingalls seconded by Trustee Libordi 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.

### **RESOLUTIONS:**

#### **VILLAGE OF NORTH HORNELL RESOLUTION 64-2025 BUDGETARY AMENDMENT**

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

**RESOLVED**, that the Village of North Hornell Board of Trustees at the Regular Board Meeting December 8, 2025 approved the transfer \$3000 from G599 Fund balance to G1420.4 Law Contractual for attorney fees related to the intermunicipal sewer grants.

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

**VILLAGE OF NORTH HORNELL  
BUDGETARY RESOLUTION- NYCLASS  
RESOLUTION 65- 2025**

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

**RESOLVED**, that the Village of North Hornell Board of Trustees at the Regular Board Meeting on December 8, 2025 approved to transfer all funds from the \$100,000.00 Certificate of deposit with any and all interested earned, over to NYCLASS. With the understanding that with NYCLASS there is no contract, there are unlimited sub accounts and no cost, and we can withdraw funds at any time with no penalty.

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

**RESOLUTION 66-2025  
APPROVE PAYMENT OF VOUCHERS**

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

**RESOLVED**, that the Village of North Hornell Board of Trustees at the monthly meeting on December 8, 2025, approved to pay vouchers from the General Account starting with number 182-200 in the amount of \$12,401.70 and from the Sewer Account number 26-27 in the amount of \$960.40.

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

The meeting was adjourned at 7:30 pm on a motion by Trustee Flint seconded by Trustee Forshee and carried.

**NEXT REGULAR BOARD MEETING: January 12, 2025**

Respectfully submitted,  
Alexandria Greenthal  
Village Clerk