



Village of Millbrook 35 Merritt Ave  
08.14.18 6:30 PM

Board of Trustees

# Village of Millbrook – Board of Trustees

14 August 2018

6:30 PM

08.14.2018  
Agenda

1. **Open meeting** – Pledge of Allegiance
2. **Administrative Business:**
  - a. Acceptance of Minutes – July 10<sup>th</sup> and July 24<sup>th</sup>
  - b. Appropriations – Final for 2017-2018 year
  - c. Received 2 donations from Millbrook Tribute Gardens, Inc. - \$15,000 deposited in Ambulance Reserve and \$30,000 deposited in Millbrook Restoration
  - d. AUD extension has been approved – Treasurer out on leave – Accountant has been given information requested
3. **Old Business:**
  - a. Water Tower Painting – Bid opening 7 pm
  - b. Update – Comprehensive Plan
  - c. Award Bid for sewer plant fence
4. **New Business:**
  - a. Quitclaim – Shaw property on Washington Ave.
  - b. Films – 10 avg 18 times – Arbor Day to Fireman’s Parade
5. **Departmental Reports:** *(first meeting of month only)*
  - a. FD/Rescue – Matthew Rochfort, Ted Bownas and Laurie Olsen
  - b. Police – OIC Jared Witt
  - c. Highway – Bob Collocolla
  - d. Water/Sewer – Scott Osborne
  - e. Treasurer – Sarah Witt
6. **Board Member Updates:**

Deputy Mayor – Joe Rochfort  
Trustee Brian Hicks  
Trustee Mike Herzog  
Trustee Kyle Van DeWater
7. **Mayoral updates**
8. **Public Participation**
9. **Executive Session**
10. **Adjournment**
11. **Auditing of Bills**

- Millbrook Fire Department

July 2018



Fire  
Department-  
July Report

# V.M.P.D. Monthly Report June 2018

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

**TRAFFIC:**

Traffic Tickets: **4**

Parking Tickets: **5**

Auto Accidents Property Damage: **3**

**ASSIST OTHER AGENCIES:**

Assist Other Police: **5**

Assist Fire Dept: **1**

Assist EMS: Village: 7; Town of Washington: **4**

**CRIMINAL ACTIVITY:**

Arrest: **1**

Larceny: **2**

Suspicious Activity: **7**

Burglar Alarms: **1**

Obscenity: **1**

**PUBLIC SERVICE:**

Mental Health: **1**

Assist Citizen: **1**

Animal Complaint: **2**

Property (Lost/Found/Dispute): **3**

Lockout: **3**

Road Hazard: **2**

Other: **3**

JRW #6 08/14/2018

Police Dept.  
Report July

Public Works  
Report  
08.14.18

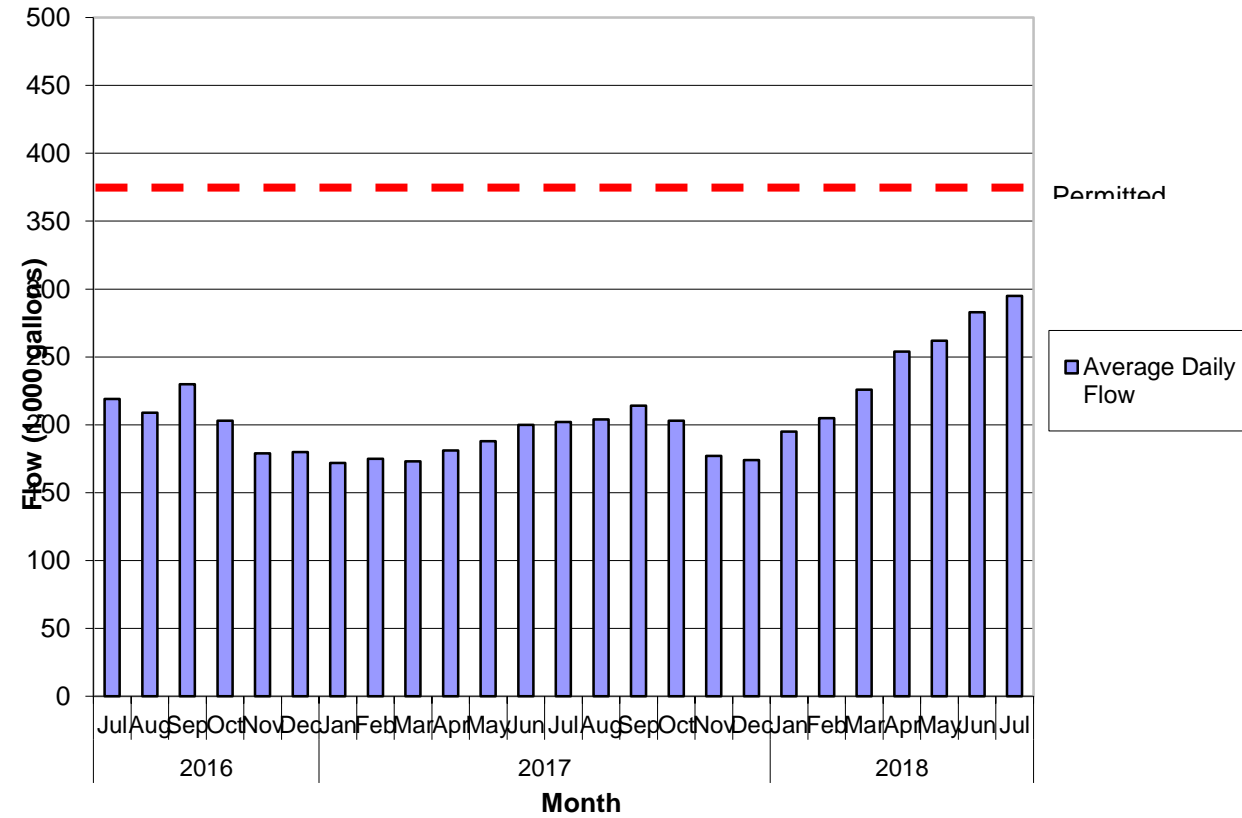
1. Repaired catch basins on Front Street, Merrit Avenue, and Ciferri Drive.
2. Trimmed limbs and branches on trees throughout village as part of a three year plan to clear all pedestrian walkways and automotive paths.
3. Top soiled and seeded firehouse lawn.
4. Swept and cleared debris from several village roads affected by storms.
5. Installed counter on gate at tennis courts.
6. Inspected and serviced all trucks.
7. Out on a limb took down dead dangerous trees from Weathersford Lane, Maple Avenue, Elm Drive, Dineen and Harts Village Roads, and Haight Avenue.
8. Filled two large sink holes on Church Street.
9. Weed killed several village streets.
10. Roadside Mowed.
11. Pot hole repairs on going.
12. Spot light replaced on Flag pole at village hall..

# Water Report

## Village of Millbrook Monthly Water System Report August 2018

	July	June	May
Total Water Produced	9,145,000	8,490,000	8,115,000
Average Daily Flow	295,000	283,000	262,000
Peak Day Flow	375,000	390,000	310,000
Sampling Results:			
Total Coliform	Absent	Absent	Absent
* Results not in compliance			
Comments:			
1) Monthly sampling and maintenance			
2) Replaced 3 fire hydrants - Foutain Pl, and 2 on Merritt Ave			
3) Out On A Limb removed 3 trees and trimmed along roadway at water plant			
4) Repaired 2 curb boxes			
5) Fixed non reading water meters at several locations			

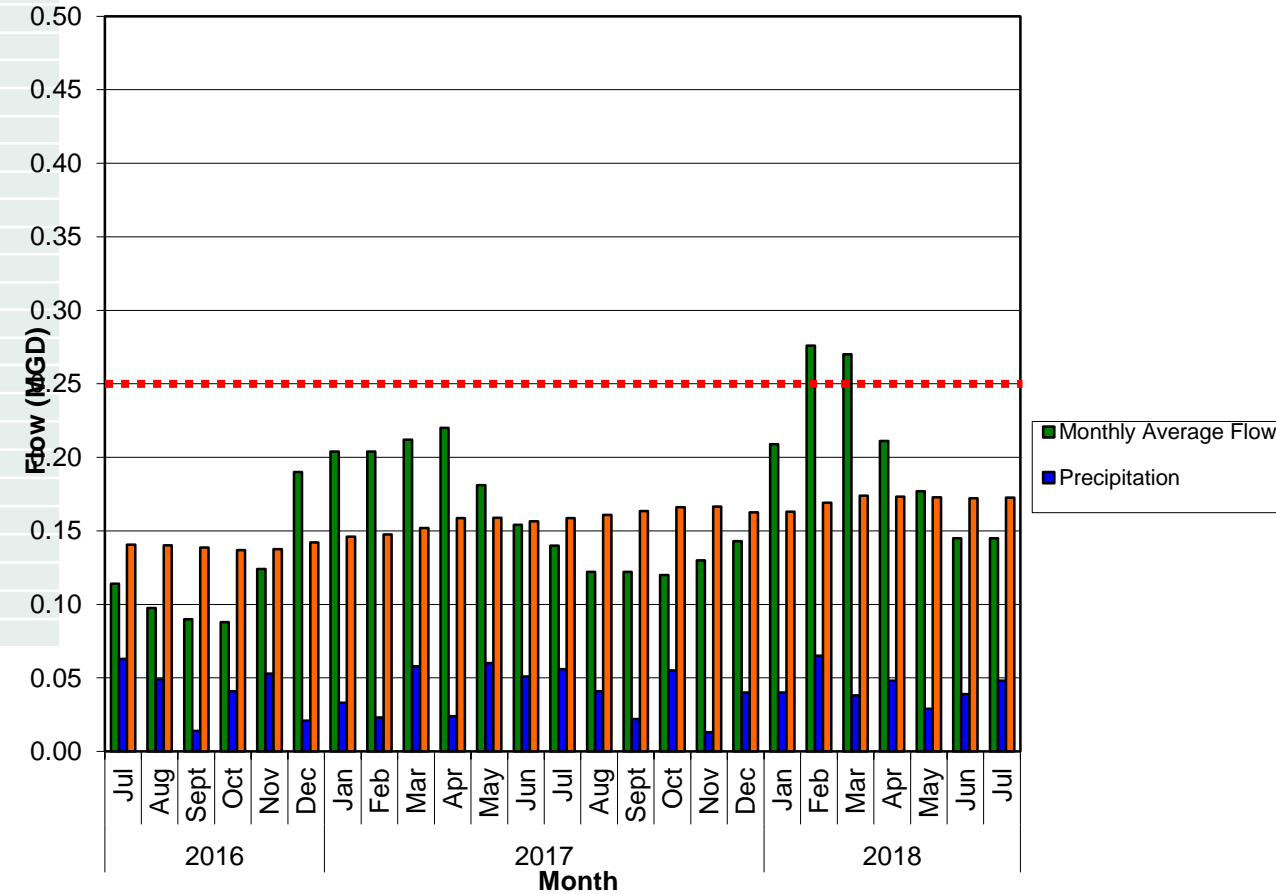
## Millbrook Water



# Sewer Report

Village of Millbrook				
Wastewater Treatment Plant Operations Report				
August 2018				
	July	June	May	Permit Limit
Total Effluent Flow	4,483,937	4,347,628	5,491,849	N/A
Average Daily Flow	144,600	144,900	177,200	N/A
12-Month Rolling AVG	173,000	172,000	173,000	250,000
Peak Daily Flow	182,007	178,867	317,340	N/A
Precipitation (inches as liquid)	4.80	3.9	2.9	N/A
SPDES Permit Samples: (mg/l)				
BOD	mg/l	4 mg/l	3 mg/l	15 mg/l
Percent Removal	%	98%	99%	85%
Total Suspended Solids	mg/l	1 mg/l	1 mg/l	15 mg/l
Percent Removal	%	100%	100%	85%
TKN as N	mg/l	0.6 mg/l	2.4 mg/l	8 mg/l
Fecal Coliform	2 / 100 ml	2 / 100 ml	48 / 100 ml	200 /100ml
* Exceeds permit limit				
Comments:				
1) Performed all monthly sampling and maintenance				
2) Royal hauled sludge				
3) Replaced clarifier baffles in each tank				
4) Removed and repaired dosing bells for filters #1 and #2				
5) Aeration blower down - emergency hookup to digester blower.				
Currently working on setting up second blower for aeration until new blower arrives.				

## Millbrook WWTP



## Treasurer Reports

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Expense Control Report- will  
be posted online by Friday

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Revenue Report- will be  
posted online by Friday

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Bank Balances

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Voucher Totals



# BANK BALANCES as of 14 August 2018

	5/8/2018	6/12/2018	7/10/2018	8/14/2018
• Tax Account	\$0.00	\$ 120,611.93	\$846,760.43	\$836,305.29
• Bedrock Well Account	\$ 375,805.25	\$ 364,948.75	\$ 357,933.67	\$ 344,860.61
• General Account	447,670.45\$	\$ 305,279.61	167,930.52\$	119,409.25\$
• Accounts Payable	15,113.27\$	\$ 5,425.89	77,710.51\$	7,647.77\$
• Payroll Account	\$ 12,792.84	\$ 12,195.91	\$ 11,871.51	\$ 11,401.49
• Thorne Trust	\$ 25,685.84	\$ 25,688.02	\$ 25,690.13	\$ 25,692.31
• Haight Trust	\$ 15,632.09	\$ 15,633.42	\$ 15,634.70	\$ 15,636.03
• Reserve for Fire Truck	247,380.69\$	\$ 247,401.70	247,422.03\$	247,443.05\$
• Nine Partners Trust	\$ 25,211.49	\$ 25,213.63	\$ 25,215.70	\$ 25,217.85
• Thorne Bldg Tribute Gardens	231,367.24\$	\$ 231,386.89	231,405.91\$	231,425.56\$
• Planning / Zoning Escrow	\$ 3,773.46	\$ 4,274.76	\$ 4,229.09	\$ 4,136.57
• Sewer Improvement	0.16\$	\$ 0.16	0.16\$	0.16\$
• Lamont Christmas Tree Trust	2,450.70\$	\$ 2,450.91	2,451.11\$	2,451.32\$
• Sewer Fund	\$ 98,166.02	\$ 158,360.96	\$ 118,100.24	\$ 117,887.58
• Water Fund	\$ 59,900.29	\$ 76,356.42	\$ 46,647.56	\$ 41,030.33
• Tree Replacement Program	\$ 7,640.14	\$ 7,640.78	\$ 7,641.41	\$ 7,642.06
• Tribute Gardens Donations	\$ 10,026.63	\$ 10,027.48	\$ 10,028.31	\$ 10,029.16
• Millbrook Restoration	\$ 149,278.92	\$ 154,391.83	\$ 129,404.32	\$ 129,415.31
• Reserve for Highway Equip	\$ 2,156.33	\$ 2,156.33	\$ 2,156.33	\$ 12,156.33
• Millbrook Community Day	243.85\$	\$ 243.85	243.85\$	243.85\$
• Medical Deductible	\$ 10,615.22	\$ 10,115.01	\$ 9,459.29	\$ 28,020.67
• Village Hall Restoration	1,418.39\$	\$ 1,500.00	3,000.00\$	3,000.00\$
• Police Vehicle Fund			\$ 10,000.00	\$ 10,000.00
• Ambulance Fund			\$ 10,000.00	\$ 10,000.00

# Voucher Totals:

## 10 July 2018

Vouchers 17686-17747	May	June	Total
A – GENERAL FUND		125,250.87	125,250.87
F – WATER FUND		11,958.10	11,958.10
G – SEWER FUND	1,055.00	37,829.66	38,884.66
H – CAPITAL PROJECTS	2,320.00	18,480.79	20,800.79
TA – TRUST & AGENCY FUND		37.00	370.00
T – TRUST FUND	687.50	13,400.00	14,087.50
	<u>\$4,062.50</u>	<u>\$206,956.42</u>	<u>\$211,018.92</u>

# Trustee/ Mayor Updates

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Deputy Mayor Rochfort

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Trustee Brian Hicks

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Trustee Mike Herzog

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Trustee Van De Water

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Mayor Rod Brown



# Next Board of Trustees Meeting:

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Board of Trustees- 08/28/2018@ 6:30 PM