

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

CALL TO ORDER & ATTENDANCE:

Mayor Smith led the Pledge of Allegiance and called the meeting to order at 7:04 PM at the Elmira Heights Village Hall. **Those Village Board members in attendance and constituting a quorum were:** Mayor Smith; Trustee Patelunas via Zoom from 28326 Loft Mountain Drive, Leesburg, FL; and Trustees Aiosa, Churches, & Fuhlhage

Others Present: Justice Pelchar, Clerk Martone, Code Enforcement Officer Mein, Police Sgt. Gooshaw, Fire Chief Sabatini, Street Superintendent Vanderhoff, EHURA Program Director Novitsky, & EHURA Executive Director Chevalier

Public Present: Alicia Bryan, Joel Matkosky, Sam Pelchar, & Cara Waterman

SWEARING IN OF OFFICIALS

Village Trustee Gary M. Patelunas was sworn in for a 4-year term, following the results of the Village Election held in March.

Village Trustee Arthur “Rick” Churches was sworn in for a 4-year term, following the results of the Village Election held in March.

Village Justice Christian M. Pelchar was sworn in for a 4-year term, following the results of the Village Election held in March.

1. APPOINTMENT OF OFFICIALS

Appointment of Deputy Mayor:

Trustee Churches made a motion to accept the Mayoral appointment of Gary M. Patelunas as Deputy Mayor.

Seconded by	Trustee Patelunas	
Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye
		Motion Carried.

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

Appointment of Acting Deputy Mayor:

Trustee Fuhlhage made a motion to accept the Mayoral appointment of Rick Churches as Acting Deputy Mayor.

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

Appointment of Village Clerk:

Trustee Aiosa made a motion to accept the Mayoral appointment of Amanda Martone as Village Clerk from April 1, 2026 to April 1, 2027

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

Appointment of Village Deputy Clerk:

Trustee Fuhlhage made a motion to accept the Mayoral appointment of Andrea Brimmer as Deputy Village Clerk from April 1, 2026 to April 1, 2027

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

Appointment of Acting Village Justice:

Trustee Churches made a motion to accept the Mayoral appointment of Andrew Smith as Acting Village Justice from April 1, 2026 to April 1, 2027

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

Appointment of Village Attorney:

Trustee Aiosa made a motion to accept the Mayoral appointment of Daniel Pautz from Bond, Schoeneck, & King Law Firm as Village Attorney from April 1, 2026 to April 1, 2027.

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

Appointment of Village Historian:

Trustee Fuhlhage made a motion to accept the Mayoral appointment of Jean Erway Nichols as Village Historian.

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

2. DESIGNATIONS OF COMMITTEES

Trustee Aiosa made a motion to accept the Mayoral designations of Committees.

Fire: Mayor Smith & Trustees Patelunas & Fuhlhage

Police: Mayor Smith & Trustee Patelunas

Street: Trustees Fuhlhage & Churches

Zoning / Code: Trustees Aiosa & Churches

Urban Renewal / Parks: Trustees Aiosa & Churches

Clerk: Mayor Smith

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

3. SET MEETING DATES & TIMES

Set Date and Time for next Organizational Meeting

Trustee Fuhlhage made the following motion:

WHEREAS it has been past practice to hold the annual Organizational Board meeting on the first Monday in April at 7:00 p.m.

NOW THEREFORE BE IT RESOLVED, that the Organizational Board meeting will be held on the first Monday in April at 7:00 p.m. (April 5, 2027)

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

Set Date and Time for Regular Board Meetings

Trustee Aiosa made the following motion:

WHEREAS, it has been past practice to hold Regular Board meetings on the first Tuesday of the month at 7 p.m.

NOW THEREFORE BE IT RESOLVED, that the Regular Board meetings will be held on the first Tuesday of the month at 7:00 p.m., except when such day falls on a holiday; then the meeting will be held at the discretion of the Board.

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

4. DESIGNATION OF NEWSPAPER & DEPOSITORY

Designation of Official Newspaper

Trustee Fuhlhage made the following motion:

WHEREAS, there is no official newspaper in the Village of Elmira Heights and the Elmira Star Gazette has the largest general circulation in Chemung County.

NOW THEREFORE BE IT RESOLVED, that the Elmira Star Gazette be designated as the official newspaper in the Village of Elmira Heights

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

Designate Official Depository

Trustee Churches made the following motion:

WHEREAS, Chemung Canal has worked with the Village of Elmira Heights.

NOW THEREFORE BE IT RESOLVED, that Chemung Canal Trust Company be designated as the official depository for the Village of Elmira Heights.

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

5. AUTHORIZATIONS

Authorization of Advance Payment of Claims

Trustee Churches made the following motion:

WHEREAS, pursuant to Village Law § 5-524(6), the Board of Trustees authorizes payment in advance of audit claims for public utility services, postage, freight, and federal express charges.

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees authorizes payment in advance of audit claims for public utility services, postage, freight, and federal express charges.

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

Authorizing to set fixed amount for mileage

Trustee Aiosa made the following motion:

WHEREAS, the Board of Trustees has determined to pay a fixed rate for mileage as a reimbursement to such offices and employees, who own their own personal automobiles while performing their official duties on behalf of the Village;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees shall approve the reimbursement to such employees at the rate of 72.5 cents per mile as per Internal Revenue Service 2026 standard mileage rates.

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

Authorization for attendance to school or conferences

Trustee Fuhlhage made the following motion:

WHEREAS, there is in the upcoming year, NYCOM conferences, training schools and association meetings; and,

WHEREAS, it is determined by the Board of Trustees that attendance of certain officials and employees by one or more of these meetings, conferences or schools benefit the municipality.

NOW THEREFORE BE IT RESOLVED, that the Mayor be authorized to allow certain officials and employees to attend schools, conferences, and meetings within the constraints of the budget approved.

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye	
	Trustee Aiosa	Aye	
	Trustee Fuhlhage	Aye	
	Trustee Churches	Aye	
	Mayor Smith	Aye	Motion Carried.

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

6. APPROVALS

Approval of Holidays:

Trustee Churches to approve of Holidays for the year 2026-2027.

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

Approval of Rules and Procedures for Meetings:

Trustee Aiosa to approve the rules for meetings per NYCOM rules.

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

Approval of Procurement Policy:

Trustee Fuhlhage to approve the procurement policy.

Second by Trustee Aiosa

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

Approval of compensation rate for Zoning Board members

Trustee Aiosa made a motion to approve a rate of \$25.00 per zoning board meeting for each zoning board member in attendance.

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

**Village of Elmira Heights
215 Elmwood Ave., Elmira Heights, NY
Organizational Meeting Minutes
April 6, 2026
7:00 PM**

7. ADJOURNMENT

Trustee Aiosa made a motion to adjourn the Organizational meeting at 7:28 PM.

Second by Trustee Fuhlhage

Roll Call Vote:	Trustee Patelunas	Aye
	Trustee Aiosa	Aye
	Trustee Fuhlhage	Aye
	Trustee Churches	Aye
	Mayor Smith	Aye

Motion Carried.

Respectfully Submitted By,

Amanda Martone
Village Clerk