

**Village of Elmira Heights  
215 Elmwood Ave., Elmira Heights, NY  
Regular Board Meeting Minutes  
December 2, 2025  
7:00 PM**

**CALL TO ORDER & ATTENDANCE:**

Mayor Smith led the Pledge of Allegiance and called the meeting to order at 7:21 PM at the Elmira Heights Village Hall. **Those Village Board members in attendance and constituting a quorum were:** Mayor Smith and Trustees Aiosa, Fuhlhage, & Churches. Trustee Patelunas joined us via Zoom from 28326 Loft Mountain Drive, Leesburg, FL

**Others Present:** Clerk Martone Police Sergeant Morrell

**Public Present:** None

**PROCEEDINGS:**

1. Trustee Aiosa made a motion to resolve to accept the minutes of the November 10<sup>th</sup> Regular Board Meeting.

Second by Trustee Churches

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

2. Trustee Patelunas made a motion to approve audit #7 in the amount of \$154,050.38; claim numbers 323 - 367, to be paid with checks numbered 23848 - 23891.

Second by Trustee Aiosa

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

3. Department Official Remarks

Trustee Fuhlhage read St. Superintendent Vanderhoff's report, which is on file.  
Trustee Churches read Code Enforcement Officer Mein's report, which is on file.  
The Fire Department's monthly report was not received.  
Police Sergeant Morrell read the Police Report, which is on file.

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4. Trustee Fuhlhage made a motion to put the following reports on file for the month of November, 2025.

Police & Summary  
Street Department  
Code Enforcement  
Gas and Diesel Consumption  
Village Justice and Acting Justice Reports

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. Trustee Aiosa made a motion to authorize the Clerk to move the following monies:

- \$11,000.00 from A1990.4 (Contingency) to A3120.15 (Police – Overtime)
- \$130.00 from A3620.41 (Code Enforcement – Towing to A3620.4 (Code Enforcement – Contractual)
- \$300.00 from A3620.42 (Code Enforcement – Lot Maintenance) to A3620.4
- \$50.00 from A3620.43 (Code Enforcement – Illegal Dumping) to A3620.4
- \$82.00 from A3620.45 (Code Enforcement – Cell Phone) to A3620.4
- \$650.00 from A3620.46 (Code Enforcement – Vehicle Maintenance/Repair) to A3620.4
- \$250.00 from A3620.48 (Code Enforcement – Education/Training) to A3620.4
- \$750.00 from A3620.49 (Code Enforcement – Fuel) to A3620.4

Second by Trustee Fuhlhage

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

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6. Discussion and possible action on the disposition of old EHFD air packs

There was a discussion regarding selling the old EHFD air packs to MES for \$7,000. There were a couple of other potential buyers, but they had less money to work with. If the Board does agree to sell the air packs they would need to be declared surplus first, and under the condition that the air packs are purchased as-is. Trustee Patelunas had concerns regarding the Village's exposure and liability, and stated that he would prefer to get Attorney Pautz's counsel on this.

Trustee Patelunas made a motion to table the matter of the old EHFD air packs until the Board has more information.

Second by Trustee Aiosa

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

7. Discussion and possible action on the purchase of RIT-PAK

Trustee Patelunas read a letter that Fire Chief Cadek sent to the Village Board. In said letter, which is on file, it is explained that the Elmira Heights Fire Company purchased a RIT-PAK (Rapid Intervention Team Pak) for \$6,000.00 that has a self-contained emergency air supply for a downed firefighter and additional tools essential for extrication, to be stored on truck 731. The letter further states that the Elmira Heights Fire Company wishes to donate the RIT-PAK to the Elmira Heights Fire Department. A motion needs to be made to accept the donation.

Trustee Patelunas made a motion to gracefully accept the donation of the RIT-PAK purchased by the Elmira Heights Fire Company.

Second by Trustee Fuhlhage

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

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8. Discussion regarding cat laws

Trustee Churches opened an ongoing discussion about things that could be done to alleviate the feral cat problem in the area from a humane perspective. He suggested two key steps:

- a. Adopt spay/neuter laws or other local ordinances as the Board sees fit
- b. Educate the public via pamphlets, access to laws/new laws, media burst

Trustee Aiosa stated that he was in favor of giving our current definitions in the ordinances more substance, as well as traps for a spay/neuter & return program. He suggested a workshop to tailor cat-related ordinances to be Heights-specific.

Trustee Churches made a motion to assemble a workshop regarding potential new cat laws on January 6, 2026 from 5:30 – 6:30 PM at the Village Hall, prior to the Village Board Meeting.

Second by Trustee Aiosa

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

9. Discussion regarding the creation of a Village Planning Board

There was a discussion about the purpose and intention of a Village Planning Board. There may be a future workshop with the Village Attorney to create a Planning Board.

10. Discussion regarding the signs on dead end streets & Prescott Ave.

There was a discussion about street signage for the dead-end streets and a 'no parking here to corner' for Prescott Ave. It was decided that one of the Trustees would contact Superintendent Vanderhoff as a State Law already exists to allow said signage.

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11. Discussion of new website for Village

Trustee Churches mentioned that he was shown a website demonstration by CivicPlus. The goal for CivicPlus is for residents to be able to find what they're looking for on a municipal website in two clicks or less. The cost would be approximately \$4,000 - \$6,000 per year to maintain, to vary depending on additions.

Trustee Fuhlhage inquired if Trustee Churches had quotes from other vendors, with the comment that it is likely that most companies will quote similar prices.

12. **PERSONS RECOGNIZING THE BOARD ON NON-AGENDA ITEMS.**

None

Trustee Fuhlhage made a motion to add to the agenda a Public Hearing for the Fire Protection Agreement between the Town of Elmira for Fire Protection District #2 and the Village of Elmira Heights.

**PUBLIC HEARING OPENED**

Mayor Smith opened the public hearing and explained the Fire Protection Agreement. It is a single-year agreement and no changes were made from the year prior.

There was no one from the public in attendance.

**PUBLIC HEARING CLOSED**

Trustee Patelunas made a motion to add to the agenda authorization for the Mayor to sign the Fire Protection Agreement between Town of Elmira for Fire Protection District #2 and the Village of Elmira Heights.

Second by Trustee Aiosa

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

Trustee Patelunas made a motion to authorize the Mayor to sign the Fire Protection Agreement between Town of Elmira for Fire Protection District #2 and 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.

**13.       REMARKS: MAYOR, TRUSTEES**

Trustee Fuhlhage queried the Board regarding their opinions on trash cans. He stated that making trash cans available for all residents could be a step to remove the “free food source” for feral cats and other animals.

14. Motion by Trustee Fuhlhage to go into executive session at 8:56 PM to discuss personnel matters.

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

15. Motion by Trustee Aiosa to come out of executive session at 9:24 PM.

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

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**ADJOURNMENT**

16. Motion by Trustee Fuhlhage to adjourn the December 2, 2025 regular board meeting at 9:25 PM.

Second by Trustee Aiosa

|                 |                   |     |
|-----------------|-------------------|-----|
| 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