

**VILLAGE OF JORDAN
BOARD OF TRUSTEES
November 24th, 2025**

PRESENT:

Mayor Brim	Deputy Mayor Gustafson
Clerk Trapp	Trustee Simko
Officer Healy	Trustee Stapleton
Trustee Bates	

ABSENT

No one

Deputy Mayor Gustafson led the Board in the Pledge of Allegiance at 7:00 pm.

Motion to approve the minutes of November 10th, 2025, by Trustee Bates, seconded by Trustee Simko, all voting in favor, motion carried.

AUDIENCE

No one

REGULAR MEETING

Clerk Trapp gave a report of Abstract #12 for a total of \$129,994.50: General \$76,241.83; Water \$30,130.99; Sewer \$7,642.58; Pool \$94.36; Trust and Agency \$11,584.74; Memorial TE203 \$4,300.00. Trustee Bates motioned to approve Abstract #12 in the amount of \$129,994.50 and seconded by Deputy Mayor Gustafson. All present voting in favor, motion carried.

REPORTS

Buildings & Grounds

Trustee Simko stated that she hasn't spoken with John Nevin recently and is not sure when he will be starting the roof on the pavilion in Canal Park.

Trustee Simko announced that the Historian's from both Villages and the Town will be going on a tour of the Canal system in our jurisdiction with a member of the Canal Corporation to observe any reconstruction that may be needed for the purpose of obtaining grant/grants to complete the projects.

Water & Sewer

Mayor Brim reported we may need to look at the contingency fund in the water project. We are going to need fencing surrounding the basin at the upper reservoir.

Mayor Brim stated that we are also going to need to request and review the itemized change orders from Barton & Loguidice in regard to the Joint Water Project.

Mayor Brim reported that he has a meeting with the Town of Brutus and a Representative of Claudia Tenney's office on Wednesday, November 26th, 2025 @ 9:00 am in regard to the possible Joint Sewer Project to see if there is any funding available.

Mayor Brim announced that our Christmas in Jordan will be held on Saturday, November 29th, 2025 starting with the pancake breakfast at the Jordan Volunteer Fire Department through until the tree lighting at 6:00 pm.

Public Safety

Nothing new to report at this time.

Streets & Drainage

Nothing new to report at this time.

General

Mayor Brim reported that we have received our Comp Alliance recommendations, and the only note was to ensure that our employees are using seatbelts and being safety aware while operating any vehicles.

Mayor Brim stated that the Food Pantry in Jordan has now moved to the Methodist Church.

Mayor Brim announced that the Board of Trustees has been invited to attend the Veterans Parade that is being held at the State Fairgrounds on Saturday, November 8th, 2025, at noon.

Mayor Brim also announced that again this year the Turkey Trot will be held at 8:30 am on Thanksgiving Day and that the Christmas in Jordan will be held on Saturday, November 29th, 2025.

Unfinished Business

Nothing at this time.

New Business

Mayor Brim requested the Board of Trustees to approve RB Robinson Contract 1 Pay App 9 in the amount of \$115,797.48. Trustee Sinko motioned to approve and seconded by Trustee Stapleton, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees to approve Highlander Construction Contract 2 Pay App 8 in the amount of \$127,623.39. Trustee Sinko motioned to approve and seconded by Trustee Bates, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees to approve of Holiday hours as follows 11/26/25 & 12/31/25 closing at 2:00 pm; 12/24/25 closing at 12:00 pm; office is closed on 11/27/25, 11/28/25, 12/25/25; 12/26/2025; 1/1/26 and 1/2/26. Deputy Mayor Gustafson motioned to approve and seconded by Trustee Simko, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees to approve Affidavit of Collection for 2025 Village Taxes from Onondaga County. Trustee Stapleton motioned to approve and seconded by Deputy Mayor Gustafson, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees to approve Tyler O'Brien as DPW Laborer/CDL Operator at a rate of \$21.50/hour commencing on 12/2/25 for 90-day probation. Trustee Stapleton motioned to approve and seconded by Trustee Bates, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees to approve new tires on the F550 from Barr Transportation in the amount of \$1,244.60 for 6 tires mounted and balanced. Quotes were received from Big 4 tire (State Contract), McLaughlin tire and Barr Transportation who came in with the lowest bid. Deputy Mayor Gustafson motioned to approve and seconded by Trustee Stapleton, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees to approve the purchase of a PA system to be used for Village Events from B&H Photo and Video in the amount of \$999.95 half to be paid for from Memorial Day funds and the other half to be paid from Concerts in the Park. Trustee Bates motioned to approve and seconded by Deputy Mayor Gustafson, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees approve to have the Lyons Bank Credit Card currently issued to Clerk/Treasure Stephanie Powers to be changed to Clerk/Treasure Tina Trapp. Deputy Mayor Gustafson motioned to approve and seconded by Trustee Bates, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees approve of the Cato Fire Department Contract with Jordan Volunteer Fire Department in the amount of \$49,559.00 for 2026 which is an increase of \$3,500.00 annually. Deputy Mayor Gustafson motioned to approve and seconded by Trustee Stapleton, all voting in favor, motion carried.

Mayor Brim requested the Board of Trustees approve lifting the open container law on Saturday, November 29th, 2025, from 12:00 pm – 6:00 pm for Christmas in Jordan Celebration. Trustee Bates motioned to approve and seconded by Trustee Stapleton, all voting in favor, motion carried.

A motion to pay the bills and file the correspondence was made by Trustee Stapleton seconded by Trustee Bates. All present voting in favor, motion carried.

A motion offered by Deputy Mayor Gustafson seconded by Trustee Simko to adjourn the meeting. All present voting in favor. Motion carried out at 8:00 pm.

Respectfully Submitted,

Tina A. Trapp

Clerk/Treasurer