

**Village of Jacksonville Electric Co.**  
**Meeting Minutes**  
**May 17, 2025**

The Jacksonville Trustees held a regular meeting at 3:00pm in the office of the Village of Jacksonville Electric Co. on Saturday May 17, 2025.

PRESENT: Tyler Colford – Trustee/President; Howard(Bud)Bemis; John Doty – Trustees  
Jenepher Burnell – Trustee/Clerk; James Weber – General Manager  
ABSENT: Ken Bernard

**Call to Order**

Tyler called the meeting to order at 3:00pm.

**Executive Session**

3:00pm Jenepher motioned to enter executive session to meet a candidate for employment. John seconded, all in favor.

3:13pm Jenepher motioned to exit executive session, Bud seconded, all in favor. No action taken

**Public Comment**

None

**Additions or Changes to Agenda**

None

**Review and approve minutes January 14, 2025**

John motioned to approve the minutes of April 8, 2025, Jenepher seconded, all in favor.

**Financial Report**

- Treasurer's report: John reviewed the Statement of Cash accounts as printed: \$25,957.86 in the Checking, and \$136,842.81 in the Money Market. However, as of the date of the meeting, there was \$81,519.61 and \$141,142.81 respectively. James reviewed the Statement of Debt accounts with a balance of \$70,803.63 for the Bucket Truck and \$558,238.18 due to VPPSA. James presented an easy-to-read spreadsheet of bills paid for the month of April totaling \$162,158.65. Payables were reviewed, Green Mountain Power billed \$26,269.11 for a large storm.
- The warrant was reviewed and signed. John motioned to approve the warrants as presented, Bud seconded, all in favor.
- The receivables report was reviewed with a total of \$108,209.92

**Executive Session**

4:02pm Tyler motioned to enter executive session to meet a candidate for employment. John seconded, all in favor.

4:18 Jenepher motioned to exit executive session, John seconded, all in favor. No action taken.

**Financial Report cont.**

- Payroll was moved from NEMRC to a company, ASURE, which does not have a typical warrant report. James printed every employee's paystub in the absence of a report. He is working on getting something for the Trustees' next meeting. Jenepher motioned to approve the warrant as presented, Bud seconded, all in favor.
- There was a brief discussion about accounts receivable.

### **Managers' Report**

- Rate Case: No update
- Auditor Update: The report will be completed for the June 10 meeting.
- AMI Update: Swanton sent us 7 meters, so we do not need to purchase new ones before we get our smart meters.
- 3 Phase Relocation: Tree trimming will be completed last week of May to the first week of June.
- Fiber Lines: James had a meeting with DV Fiber & Communications Consolidated. DV Fiber will send us a list of fixes that we can then bill for.
- Tree Trimming: Alpha Arbors had done work on Sadawga Lake Road. We will have them address some danger trees on Town Hill Rd.
- Outages this month:
  - On Rt 112, a house reported an outage. We found water in the line. We may need to run a new line to the house.
  - On Maple Hill Rd – Greg and Rod replaced a bad transformer.
- Line Extensions: We are currently working on thirteen line extensions. John asked about profits from line extensions. James explained that we bill what is allowable by the State.
- VPPSA Update: James was not able to attend this month's meeting.

### **Old Business**

- James reminded everyone of the required ethics training.
- Quotes – Doors = \$5,590 for Pella windows. James explained replacement is more of a safety issue than energy savings. Door = \$6,890 for a commercial upgraded one. Carpet tile = \$5,900.
- James had a sample postcard he sent send to property owners alerting them of our tree trimming activity in their neighborhood.

### **New Business**

- Annual Meeting Open House: The board approved of making the annual meeting a more welcoming event for Village customers. They are the voting public of the meeting. James will have light snacks and place an ad in the Deerfield Valley Newspaper. He would also like to send Jacksonville residents a card informing them of the Annual Meeting. In the past, we sent the annual report, then stopped to save on costs.

### **Additions:**

- The Board is asked to approve the Audit just completed by the auditors. John motioned to approve the 2024 Audit, Bud seconded, all in favor.

### **Executive Session:**

- 5:01pm – Jenepher motioned to enter executive session to discuss hiring an employee, John seconded, all in favor.
- 5:34pm – John motioned to exit executive session, Jenepher seconded, all in favor.
- The board approved 2 weeks sick pay that is due for Linda as stated in Statue dated 2017. No action necessary.
- John motioned to authorize James to hire an office clerk, Jenepher seconded, all in favor.

### **Adjourn**

A motion was made by Tyler and seconded by John to adjourn the meeting, all in favor.  
Tyler adjourned the meeting at 5:36pm.

Respectfully Submitted by,  
Jenepher Burnell-Clerk