

VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

November 12, 2024

7:00 pm

Members Present: Mayor Chris Henner, Trustees: Dave Lewis, Dan Smith, Andrew Marshall and Misty Harper

Others Present: Fran Acker, Eva Banas-Duncan, Ed Wazinski, Chris Breen, Jack Roberts, Matt Ohler, Tommy Mettler, and Pete Sterpe.

Mayor Henner called the meeting to order at 7:00 pm with the Pledge of Allegiance.

**Fire Department-Ryan Henry-absent**

The approved and signed Town of Huron Fire Protection contract was presented to be signed. Mayor Henner signed and Fire Chief Henry will be notified contract received and he needs to sign. Clerk-Treasurer Acker will then send copy back to the Town of Huron.

**Police Department-Brian Ritchie-absent**

**Highway Department-Chris Breen**

Mr. Breen mentioned the Highway Department has been picking up raked leaves around the village. They are also getting plow trucks ready for the winter season.

Chris Breen is looking into new Christmas lights for Main Street.

Trustee Smith mentioned he has noticed some residents are putting leaves in the street. Mr. Breen said he has spoken to some people. The leaves end up in the storm drains. Trustee Smith recommended speaking with Police Officer Costello and if needed, the Village Hall can send a letter to those residents who continue to put leaves in the streets.

**Sewer Department-Tommy Mettler**

Tommy Mettler reported the pump stations are all good. There were issues with pump #2 for a while. There was a rattle when it was started. Rick from Plantech happened to stop in and found there was a bad bearing in this pump.

Trustee Smith the motion to approve Plantech quote to rebuild pump #2 bearings not to exceed the amount of \$3,500.00. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

**Water Department-Ed Wazinski**

Mr. Wazinski stated the water department has a defective turbidmeter. He presented a quote from Hach to replace. Trustee Smith made the motion to approve Hach Quote #101115491v4 in the amount of \$5,470.00. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

Mr. Wazinski has started the annual sanitary survey needed for the Department of Health.

A couple of shut offs in the village have been done due to non-payment.

Trustee Smith made the motion to accept monthly payments for account #20510 in the amount of \$100.00 until paid and all current bills must be kept current. The outstanding amount is \$221.11. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

Deputy Clerk-Treasurer Banas-Duncan presented the open past due water and sewer accounts. Total has decreased to \$19,550.05. Once outside outstanding accounts presented to the board, vacant properties and those with payment plans are removed, the outstanding balance is \$4,631.09.

### **Justice Court**

Trustee Smith made the motion to accept and approve the Village of Wolcott Justice Court's audit for September 2024. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

### **Village Clerk/Treasurer**

2 estimates to makeover the Village of Wolcott website has been received. Trustee Smith made the motion to accept the bid from Jack Roberts in the amount of \$3,100.00 to be funded by ARPA funds. Future hosting costs will be billed at \$400.00 per year to include updates and some support as needed. Major reconstruction will be billed at \$50/hour and minor administrative revisions will be performed at no cost. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made the motion to approve pre-payment of the annual NYSLRS ERS invoice in the amount of \$53,489 to take advantage of the early pay discount. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made the motion to approve pre-payment of the annual NYSLRS PFRS invoice in the amount of \$12,262 to take advantage of the early pay discount. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

### **ARPA Funds Obligation**

Estimates were received to replace the Northrup Park Gazebo roof that ranged from \$8,000 -\$16,900 depending on what shingles were used. Also estimates to purchase an event tent for the Village of Wolcott events that ranged from \$350.00-\$13,000 depending on the size and material.

Approval for 2-3 grills for Falls Park. The cost of qty (3) will be \$450.00. ARPA funds will be used to fund. Mayor Henner asked Highway Working Foreman Chris Breen to look at what barriers are needed for Falls Park. The cost of new rock barriers will be covered by ARPA Funds.

The discussion of tents and the gazebo roof was tabled until the December 10, 2024 meeting.

### **Meeting Minutes**

Trustee Smith made the motion to accept and approve the minutes from the October 22, 2024 Public Hearing. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept and approve the minutes from the October 22, 2024 Department Head Meeting. Trustee Lewis 2nd the motion. All present voted in favor.

**Abstract #006**

Trustee Smith made the motion to approve Abstract #006 in the amount of \$164,438.45 with vouchers numbered 220-273 and checks numbered 33038-33091. Total claims from the General Fund are \$39,355.57. Total claims from the Water Fund are \$94,747.34. Total claims from the Sewer Fund are \$30,335.54. Trustee Marshall seconded the motion. All present voted in favor.

**Resolutions**

**Resolution 2024-27**

**Modification of Water Rates**

**Whereas**, the Village Board of the Village of Wolcott Rates for the use of water, charges for the installation of services, for a meter, for testing, for fire service or for other special services and penalties shall be set, from time to time, by resolution of the Village Board of Wolcott per Part II Chapter 155-2 of General Legislation, and.

**Whereas**, the Village Board of the Village of Wolcott has determined that it is necessary to modify water rates; and

**Whereas**, a public hearing was duly advertised and held on October 22, 2024;

**Now therefore, be it resolved** by the Village Board of the Village of Wolcott as follows:

Effective December 1, 2024 the water rates charged by the Village of Wolcott will be as follows:

<b>Village Water Rates per Quarter</b>		<b>Outside-of-Village Rates per Quarter</b>	
Amount Used (Gallons)	Rate	Amount Used (Gallons)	Rate
Base Rate	\$50.00	Base Rate	\$65.00
1,000 Gallons	\$3.44 per 1,000 gallons	1,000 Gallons	\$5.72 per 1,000 gallons

Adopted by the following vote:

Ayes: Mayor Henner, Trustees: Lewis, Smith, Marshall and Harper

Nays: None

Office of the Village Clerk

Village of Wolcott

County of Wayne

I hereby certify that I have compared the foregoing copy of a resolution with the original duly adopted by the above mentioned Board at a meeting held on the 12<sup>th</sup> day of November, 2024 and that the same is a true copy of said original and of the whole thereof.

In Witness Whereof, I have hereunto subscribed my name and affixed the official seal of the said Board, this 12th day of November, 2024.

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Village Clerk

## Resolution 2024-28

### Modification of Sewer Rates

**Whereas**, the Village Board of the Village of Wolcott by Local Law No. 2 for 1989 established sewer rates; and

**Whereas**, the aforesaid Local Law authorizes the Wolcott Village Board to modify sewer rates by Village Board Resolution after a public hearing; and

**Whereas**, the Village Board of the Village of Wolcott has determined that it is necessary to modify sewer rates; and

**Whereas**, a public hearing was duly advertised and held on October 22, 2024;

**Now therefore, be it resolved** by the Village Board of the Village of Wolcott as follows:

Effective December 1, 2024 the sewer rates charged by the Village of Wolcott will be as follows:

Residential: (Per Unit)

\$60 per quarter base fee up to 10,000 gallons

\$3.30 per thousand @ 10,001 gallons and over

Commercial/Industrial: (Per unit)

\$75 per quarter base fee

\$3.30 per thousand Gallons (based on water consumption)

Adopted by the following vote:

Ayes: Mayor Henner, Trustees: Lewis, Smith, Marshal and Harper

Nays: None

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Village of Wolcott

County of Wayne

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Village Clerk

### Resolution 2024-29

**Introduced by:** Mayor Christopher Henner

**WHEREAS**, the Village of Wolcott, New York, County of Wayne requests the collection of delinquent Village taxes for the year 2024-2025 by the County of Wayne, New York pursuant to Wayne County Local Law No.4-1978 and Section 1442 of the Real Property Tax Law.

**BE IT THEREFORE RESOLVED**, that the Village Clerk of Wolcott, New York is hereby authorized and directed to send a certified copy of this resolution, together with the account and certificate described in Subdivision 3, Section 1426 of the Real Property Tax Law to the Wayne County Treasurer in accordance with the provisions of Section 2 of the Wayne County Local Law No.4-1978 for the year 06/01/2024-5/31/2025.

Adopted by the following vote:

Ayes: Mayor Henner, Trustees: Lewis, Smith, Marshall and Harper

Nays: None

Office of the Village Clerk

Village of Wolcott

County of Wayne

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Village Clerk

### Resolution 2024-30

WHEREAS, the Village of Wolcott is required by the New York State Law, section 5-520 of the Village Law of New York State to make additional appropriations on increase appropriations, and

WHEREAS, monies therefore, may be provided by transfer from the unexpended balance of an appropriation for contingencies, from unappropriated cash surplus on unappropriated revenues within a fund or by borrowing pursuant to the General Finance Law.

BE IT THEREFORE RESOLVED THAT the Village of Wolcott makes the following budgetary

Adjustments to the Water Fund to account for the purchase of a vehicle from Water Reserves:

A/C#	ITEM	DB.	CR.
F231	Cash –Special Reserves	\$20,000.00	
F8340.2	Transmission& Distribution-Equip		\$20,000.00
Total:		\$20,000.00	\$20,000.00

Adopted by the following vote:

Ayes: Mayor Henner, Trustees: Lewis, Smith, Marshall and Harper

Nays: None

Office of the Village Clerk

Village of Wolcott

County of Wayne

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Village Clerk

**Resolution No. 2024-31**

**Correction to Modify Budget- State Aid for New Fire Truck**

WHEREAS, the Village of Wolcott may, by the New York State Law, section 5-520 subdivision 4- of the Village Law of New York State, Notwithstanding the provision of subdivision four of this section, grants in aid from the state and federal governments which are required to be expended for particular objects or purposes, may be appropriated at any time by resolution of the board of trustees at any time for such object or purpose, and

WHEREAS, the Village of Wolcott budgeted for receipt of State Aid for a new Fire Truck within the 2024-2025 budget, and

WHEREAS, the state funds and expenditure were received and paid before the end of the 2023-2024 fiscal year, and

WHEREAS, the budget may be modified to reverse the previously budgeted line items, and

WHEREAS, the board previously approved budget modification for the State Aid, but was presented and approved incorrectly on Resolution 2024-25 on October 22,2024, and

BE IT THEREFORE RESOLVED THAT the Village of Wolcott makes the following budgetary modifications to the General Fund as recommended by NYS OSC to correct previous modification:

A/C#	ITEM	DB.	CR.
A3410.2	Fire Department-Equipment	\$270,553.00	
A3589	State Aid, Other Transportation		\$270,553.00
Total:		\$270,533.00	\$270,553.00

Adopted by the following vote:

Ayes: Mayor Henner, Trustees: Lewis, Smith, Marshall and Lewis

Nays: None

Office of the Village Clerk

Village of Wolcott

County of Wayne

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\_\_\_\_\_  
Village Clerk

### **Facilities Use Request**

Trustee Smith made the motion approving use of the Nothrup Park on November 11, 2024 at 11:00 am for Veterans Day Service by the VFW/Legion. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made the motion to approve use of Northup Park between 11/24/24-1/4/25 by the Wolcott Historical Society for the Annual Festival of Trees. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

### **Correspondences**

The brother of the man missing from the Family Dollar reached out to the Village Hall on the anniversary of him going missing. The brother and the family wanted to send their appreciation for the Village's support during the difficult time. They will be back at some point to hand more flyers and spread the word. He appreciated the continued support and commented on how nice the hotel was.

### **Mayor Henner**

Mayor Henner mentioned issues that have happened on East Port Bay Road and Oswego Street with vehicles damaging the wall. Mayor Henner reached out to Kreher's Poultry Farms 1<sup>st</sup> speaking with an Engineer who provided a contact name. The Mayor spoke with Nicole Mastrangelo who confirmed the business does have a designated route but drivers use GPS which sends them a different way. Mayor Henner thanked Mr. Gow for providing names of trucks that are taking the incorrect route. Mayor Henner will continue to follow up with Kreher's. R permits can be designated if needed, but is hoping not to get to that point.

Mayor Henner spoke with Fire Chief Henry regarding Clifton Springs Fire Department is pulling a platform ladder truck and wants \$25,000.00. The Village of Clifton Springs has had several inquiries and they will keep the Village of Wolcott on the list of interest.

### **Trustee Harper**

Trustee Smith made the motion for the Village of Wolcott to partner with Melissa Kersten at Finger Lakes Action Program to utilize an \$8,000.00 grant for some Village of Wolcott improvements. Trustee Harper and Chris Breen are leads of the program. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

### **Trustee Marshall**

Trustee Marshall asked Highway Foreman Chris Breen if he had an update on Christmas lights for Main Street. An order is being worked on.

Trustee Marshall inquired on "welcome to Wolcott" sign on Route 104 that a tree fell through. Mayor Henner asked Mr. Breen to reach out to Pilat for information on new banners for the signs. The Mayor did mention he didn't want to step on any toes of those who are responsible for the sign.

### **Trustee Smith**



Nothing at this time.

### **Trustee Lewis**

Trustee Lewis stated the Hometown Hero Banners would be taken down by the end of November and put back up for Memorial Day. The banners can still be ordered.

Trustee Lewis also inquired about the status of a tree on Cemetery Street. Chris Breen has on the list for Bob Crane's Tree Service.

### **Time for the Public**

Mayor Henner asked Matt Ohler about the paint that was put on pavement and sidewalks for the 5K. Mr. Ohler stated this was temporary. Mr. Ohler was asked how temporary and that the understanding is that chalk was being used.

Mayor Henner said NYMIR provided safety tips on 5K and festival. Matt Ohler asked if this could be forwarded to him.

### **Executive Session**

Trustee Smith made the motion to move the meeting to executive session for a contractual matter at 7:48pm. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor. Water Department Head Ed Wazinski, Sewer Department Head Tommy Mettler and Clerk-Treasurer Acker stayed. Mr. Mettler left the meeting at 8:37 pm. Mr. Wazinski left at 8:47 pm. Clerk-Treasurer Acker remained in the executive session.

Trustee Smith made the motion to move the meeting back to regular session at 8:48 pm. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Clerk-Treasurer Acker was asked to send the 3 delinquent water bills for outside customers to the Village Attorney to review and recommend the next steps.

Trustee Smith made the motion to increase sewer rates by 22% effective December 1, 2024 for accounts 13410 and 13415. A notice will be sent explaining and that no increase has been done for several years. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made the motion to approve Viaesys quote for weather software for the Village staff in an amount not to exceed \$6,500.00 to be funded by ARPA funds. Clerk Acker will reach out to the company to get a quote adding 2 more years. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor

Trustee Lewis will reach out and get another quote for the gazebo roof.

Trustee Marshall left at 9:23 pm.

Clerk-Treasurer Acker made the remaining board aware that the Lexmark Printer is beyond repair. Deputy Clerk-Treasurer Banas-Duncan will look into a replacement printer that is inexpensive to replace ink.

Trustee Smith made the motion to adjourn the meeting at 9:34 pm. Trustee Harper 2<sup>nd</sup> the motion. All still present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on December 10, 2024 at 7:00pm in the Village of Wolcott Conference Room.

**Respectfully Submitted,**

*Fran Scher*

**Clerk- Treasurer**