

VILLAGE OF WOLCOTT  
BOARD OF TRUSTEES  
VILLAGE HALL CONFERENCE ROOM  
DEPARTMENT HEAD MEETING

October 22<sup>nd</sup> 2024

7:00 pm

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

Others Present: Eva Banas-Duncan, Ed Wazinski, Jack Roberts, Brian Ritchie, Donna Graham, Chris Trine and Rosie Lewis.

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

**Account Number 25010 Payment Plan W/S**

Trustee Smith tabled discussion to see if resident would appear for the meeting.

**Dave Zwolinski-Wolcott Lanes Liquor License**

Dave asked that since the Wolcott Lanes is an established business and has had a liquor license prior that the 30 Day notice period for the standardized notice form be waived.

Trustee Smith made a motion to waive the 30 day advance notice. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

**Fire Department-Chief Ryan Henry**

See attached report.

Annual Fire truck safety inspection was completed. Cost was \$580.00. Trustee Smith made a motion to approve the PO for American Test Center Inc for the amount of \$580.00. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Chief Henry discussed the boat that was donated to the Fire Department. Henry was able to secure \$2,000 out of the Fire Department budget to outfit the boat. Henry will provide the VIN information to Clerk-Treasurer Acker to add to insurance policy.

Chief Henry made board aware that one of the fire trucks was having mechanical issues, J.P.B Fire Services, INC, came down and fixed the issues however no bill as of yet. Will provide invoice when available.

**Police Department-OIC Brian Ritchie**

See attached report.

OIC Ritchie discussed the need for radar calibration. The testing will be completed in Arcadia and will cost around \$110.00.

### **Water Department-Ed Wazinski**

ED Wazinski discussed water shut off list and progress that is being made. Residents with outstanding balances are being called and/or contacted at residence.

Ed discussed the new Hach contract. Trustee Smith made a motion to approve Hach contract HACH616089 in the amount of \$12,213.27. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

Ed discussed that if residents have issues or complaints with the water and/or sewer that they should call the clerk's office to make such complaints and not take to social media, and also make sure they have factual information.

Account Number 05285- Requesting penalties of \$25.09 to be waived as she never received a bill. Trustee Smith made a motion to approve fines of \$25.09 be waived and Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

### **Code Enforcement**

See attached report.

### **August 2024 Treasurer's report and financials**

Trustee Smith made the motion to approve and Trustee Harper 2<sup>nd</sup> the motion. All in present voted in favor

### **September 2024 Treasure's report and financials**

Trustee Smith made the motion to approve and Trustee Harper 2<sup>nd</sup> the motion. All in present voted in favor

### **Annual workplace violence and harassment & discrimination training:**

Clerk-Treasurer Acker notifying that training will be held on November 19<sup>th</sup>. If your workplace also offers this training please provide certificate of completion. Please let Acker know if you will be attending this training.

### **Meeting Minutes**

Trustee Smith made the motion to accept and approve the minutes from the October 8<sup>th</sup>, 2024. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

### **Resolution Number 2024-25 Modify Budget-State Aid:**

Trustee Smith made a motion to accept this, Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

### **Resolution Number 2024-26 Modify Budget-Water Plan Expenses:**

Trustee Smith made a motion to accept this, Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

### **Facilities Use Request**

Facilities Use Request from Vanessa Lapp for Family Thanksgiving on November 23<sup>rd</sup>- Chief Henry asked that this be tabled until Fire Board of Directors meeting on 11/12. Board agreed.

### **Mayor Henner**

Mayor Henner thanked Chief Henry for the call regarding the accident on East Port Bay Road and Oswego Street. They are working on winterizing the current wall.

### **Trustee Harper**

Nothing at this time.

### **Trustee Marshall**

Nothing at this time.

### **Trustee Smith**

Trustee Smith circled back to Account Number 25010 payment plan for W/S. Since resident did not show up Trustee Smith to leave as is and resident can come to next board meeting to request payment plan.

Trustee Smith made a motion to update water and sewer rates after discussion at public hearing. Current water and sewer rates are as follows to be effective next quarter:

#### Current Water:

Inside Village Residents: \$25 Base Fee + \$3.44 per 1,000 Gallons of Consumption.

Outside Village Residents: \$40 Base Fee + \$5.72 per 1,000 Gallons of Consumption

#### Current Sewer:

Residential Rate: \$60 (Includes 15,000 Gallons based on water meter consumption) base, 15,001 gallons and up add additional \$3.30 per 1,000 gallons.

Commercial Rate: \$75 (Includes 15,000 Gallons based on water meter consumption) base, 15,001 gallons and up add additional \$3.30 per 1,000 gallons.

Updated rates would be effective next billing quarter, December 2024. Updated rates would be as follows:

#### New Water:

Inside Village Residents:

\$50.00 Base Fee + \$3.44 per 1,000 Gallons of Consumption

Outside Village Residents:

\$65.00 Base Fee + \$5.72 per 1,000 Gallons of Consumption

#### New Sewer:

Residential Rates:

\$60.00 Base Fee (including 10,000 Gallons based on water meter consumption) 10,001 and up add an additional \$3.30 per 1,000 gallons

Commercial Rates:

\$75.00 Base Fee + \$3.30 per 1,000 Gallons (based on water meter consumption)

Trustee Smith made a motion to update Water rates. Trustee Marshall 2<sup>nd</sup> this motion. All present voted in favor.

Trustee Smith made a motion update Sewer rates. Trustee Lewis 2<sup>nd</sup> this motion. All present voted in favor.

### **Trustee Lewis**

Trustee Lewis made mention that there was a tree at the cemetery across from the dealership that looks like it should be cut down. Mayor Henner stated that he would have Chris Breen look at this.

### **Time for the Public**

Donna Graham made mention that the flower beds in Northrup Park were in need of some maintenance and offered to help in the spring with possible cleanup. She also inquired about funds to be used for the gazebo roof, possible grills for the Falls Park and more benches in Northrup Park. She also touched base on a fall cleanup day for the Village and if it could including shredding documents. Mayor Henner is going to look into this.

Rosie Lewis asked about the village purchasing tents to be used for the festivals next year. Deputy Clerk, Eva to look into quotes for some tents. She also touched base on a Facebook post that stated a village employee was trapping feral cats. She confirmed that this is not true and that the people who help with the feral cats are all volunteer based. Mayor Henner also added that he found out that the dog on Jefferson Street is doing much better.

Chief Ryan Henry wanted to see if there was anything from codes that could be done about the residents at the Wolcott Estates not leaving the property after the last fire alarm that turned out to be a fire. Henry explained that they had to go door to door to ensure everyone was evacuated. Deputy Clerk, Eva to follow up with Code Officer.

Chris Trine asked if anything would be provided to public about the changes in the water and sewer rate. Mayor Henner stated that something will be going out with the next bills showing the changes.

### **Executive Session**

At 7:46PM Trustee Smith made a motion to enter executive session for a contractual issue. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor. Deputy Clerk Duncan stayed.

Trustee Smith made the motion to move the meeting back to regular session at 8:21pm. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made the motion to adjourn the meeting at 8:22 pm. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on November 5th, 2024 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,  
*Eva Banas-Duncan*  
Deputy Clerk- Treasurer