

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

April 23, 2024

7:00 pm

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

Others Present: Fran Acker, Kathy Wachtman, Ed Wazinski, Jerry Lasher, Chris Breen, Tommy Mettler, Toni M. Kellam, Jack Roberts, Jessica Courtney, Evan Duncan, Rich Duncan, George Buckalew, Donna Graham, Chris Trine, and Matt Ohler

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

**Justice Court**

Associate Justice Kathy Wachtman presented the board with a candidate for Part Time clerk to the Court Justice with starting hours of Monday-Thursday beginning at 9:30 am possibly 5 hours per day. Trustee Smith made the motion to accept appointment of Marsha Regan with effective date of April 24, 2024. Compensation rate of \$15.00/hour and 6 month probation. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

**Fire Department-Chief Jerry Lasher**

Fire Chief Lasher said he was not able to obtain monthly report due to problems with 911 reporting.

All trucks have been serviced and NYSI completed.

The portable ponds and holders previously approved have been ordered.

Gas meter previously approved is in service. The Fire Department has one gas meter currently needing repair.

Fire Chief Lasher is sending out invites to other departments for the Strawberry Festival parade. The Wolcott Fire Department will be selling chicken bbq at the festival.

The new truck is currently in Syracuse having lettering done and the tool bar being put in. Mayor Henner announced a press release is being worked on and a ribbon cutting ceremony will be scheduled.

**Police Department-OIC Brian Ritchie-absent**

**Highway Department-Chris Breen**

All Hometown Heroes banners that have been received by the Village at this point have been put up.

Mayor Henner commented that all looks good with the banners and the clean-up after the winter season.

Mayor Henner asked Mr. Breen to contact the electric company to get an updated status on street lights that are out and were currently reported.

### **Sewer Department-Tommy Mettler**

Mr. Mettler reported all is good at the Sewer Plant and pump stations.

Twisted Creek campground had an issue that flooded the pump station. Tommy and Deputy Clerk Toni M. Kellam spoke with the Trimble company regarding issues with true time readings to the Village Water/Sewer Department. The Company had to reset the program. Mr. Mettler asked how billing should be done for sewer at the campgrounds. The 1<sup>st</sup> task is to make sure the meter is reading correctly.

Tommy provided Trustee Harper with a grant contact of Paul Harris who assisted the Town of Butler.

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

Mr. Wazinski is working on the past due water/ sewer bills with Deputy Clerk Toni M. Kellam. Any Village accounts not paid by the end of the week will be submitted for relevy on this year's taxes with a \$100.00 fee.

Ed mentioned that the village may want to start looking at meter reading in the future due to different technology being used. Searching for a possible grant to upgrade for new technology.

### **Code Enforcement**

The Cougar Pride Parent Group is having Imprint Coffee Roasting at all the NRW schools on the morning May 16<sup>th</sup> for Teachers Appreciation Week. This will not be open for the public and is only for NRW staff. The parent group has asked for any mobile food vendor fees to be waived. Trustee Smith made the motion to waive the fee. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Mowing for village lawns outside of code will be mowed by the village staff and billed back to the property owner. Tommy Mettler will provide a list of said properties and will provide it to Deputy Clerk Kellam to send a violation notice before mowing is done.

### **Village Clerk-Treasurer**

Trustee Smith made the motion to accept and approve March 2024 Treasurers' report and Financials. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made the motion to approve the Hazardous Materials Response Plane for the DOL with the addition of the manpower inventory provided by Fire Chief Lasher. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor. Clerk-Treasurer Acker will forward the finished document to the DOL.

### **Meeting Minutes**

Trustee Smith made the motion to accept and approve the minutes from the April 9, 2024 Organizational Meeting. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

Trustee Smith made the motion to approve the April 15<sup>th</sup>, 2024 budget workshop minutes. Trustee Marshall 2<sup>nd</sup> the motion. Trustee Harper abstained due to being absent from the workshop. All other's present voted in favor.

Trustee Lewis made the motion to approve the April 16th, 2024 budget public hearing minutes. Trustee Marshall 2<sup>nd</sup> the motion. Trustees Smith and Harper abstained due to being absent. All other's present voted in favor.

Trustee Smith made the motion to prepay WCWSA invoice for December 2023 total flows in the amount of \$18,766.01 that was not received until April 2024. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

**Resolutions**

**Resolution No. 2024-6**

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 unexpected 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:

A/C#	ITEM	DB.	CR.
F8397.4	Source of Supply/Power/Pumping-Contractual	\$ 2,500.00	
F8310.1	Water Administration-Personal Services		\$2,500.00
Total:		\$2,500.00	\$2,500.00

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

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 23rd day of April, 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 23rd day of April, 2024.

---

Village Clerk

**Resolution No. 2024-7**

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, In addition, the County, Town and Village Laws allow increasing the budget at any time for Grants in aid received from the State and Federal government.

BE IT THEREFORE RESOLVED THAT the Village of Wolcott makes the following budgetary Adjustments to the General Fund:

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
A1320.4	Auditor Contractual	\$ 800.00	
A1010.4	Board of Trustees-Contractual		\$ 800.00
A3120.2	Police-Equipment	\$ 2,500.00	
A1910.4	Unallocated Insurance		\$ 2,500.00
A3410.4	Fire Department-Contractual	\$ 1,300.00	
A3410.48	Fire Department-Insurance		\$ 1,300.00
A13650.4	Demolition of Unsafe Buildings	\$ 2,500.00	
A1325.4	Clerk/Treasurer – Contractual		\$2,000.00
A1450.1	Election-Personal Services		\$ 500.00
	Total:	\$ 7,100.00	\$ 7,100.00

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

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 23rd day of April, 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 23rd day of April, 2024.

---

Village Clerk

### **Facilities use request**

Trustee Smith made motion to approve a birthday party at the Fire Hall on June 30, 2024. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor. The application was provided to Fire Chief Lasher to check availability and then approve.

Trustee Smith made the motion to approve the facility use request at the Northup Park on May 2, 2024 for National Day of Prayer from 12:00-12:30pm. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

### **Mayor Henner**

Assigning Deputy Emergency Management Coordinator was tabled. The Mayor has been reaching out to find an interested person.

The DEC is prepping to dig between Electromark and the Fire Department. Tommy Mettler reminded those involved there is a storm sewer at the dig location.

### **Misty Harper**

Nothing at this time.

### **Trustee Marshall**

Nothing at this time

### **Dan Smith**

Nothing at this time

### **Dave Lewis**

Trustee Lewis mentioned the Village has received 21 Hometown Heroes Banners with more in production. The Village Highway crew has hung all the Village has received at this time.

### **Time for Public**

Toni M. Kellam provided an update on vendors for the Strawberry Festival. There are currently 43 vendor applications received. The cap is 60.

Peter Strepe said the Pickin' in the Park is coming together well. There is still a need for banjos and fiddlers.

Chris Trine made the Village Board aware there is ponding at the curb by his house. Mayor Henner asked Chris Breen to look at it. Donna Graham confirmed there used to be a black drain on their street, by the fire hydrant which was paved over in 2012.

Tommy Mettler mentioned the Town of Butler's clean-up day is 5/4/2024 and is open to all Town of Butler residents including Village of Wolcott, Town of Butler. Electronics will be accepted.

### **Executive Session**

Trustee Smith made the motion to move the meeting to executive session for a contractual and personnel matter at 7:31 pm. Trustee Lewis 2<sup>nd</sup> the motion. Clerk-Treasurer Acker was asked to stay. All present voted in favor.

Trustee Marshall made the motion to move the meeting back to regular session at 8:30 pm. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

### **J.P.B invoice**

Trustee Smith made the motion to approve the J.P.B Fire Service invoice in the amount of \$13,886.71 from the Fire Equipment reserves. This is for extra equipment needed on the new fire truck. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

### **Auction International**

Trustee Smith made the motion to approve the Village Highway to spend no more than \$20,000, including the buyer's premium, to purchase a 2008 dump truck currently listed on Auction International. The funds will be from the highway reserves. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

### **Health Insurance Adjustments**

Trustee Smith made the motion to adjust the employee's share of health insurance from 25% to 15% and to pay back over payment from June 1<sup>st</sup>, 2024. This will happen the 1<sup>st</sup> week of May 2024. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

### **Auction International**

Trustee Smith made the motion to accept any offer over \$1,000.00 for 1997 International Dump Truck the village currently has listed on Auction International previously approved as surplus. Trustee Lewis 2<sup>nd</sup> the motion. All present voted in favor.

### **Adjournment**

Trustee Smith made the motion to adjourn the meeting at 8:32pm. 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 May 14th, 2024 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

*Fran Acker*

Clerk-Treasurer