

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

January 23, 2024

7:00 pm

Members Present: Mayor Chris Henner, Trustees: Dave Lewis, and Andrew Marshall

Members Absent: Trustees Dan Smith and Misty Harper

Others Present: Fran Acker, Ed Wazinski, Jerry Lasher, Ryan Henry, Toni M. Kellam, OIC Brian Ritchie, Tommy Mettler, Eva Winter, Travis Winter and Dave Zwolinski.

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

8031 East Port Bay Road owner forwarded an email to Deputy Clerk-Treasurer Toni Kellam that was previously sent to the former Deputy Clerk Treasurer on May 18, 2021 but was never responded to. This is in regards to a water service the owner thought was previously abandoned by the former owner, yet he was still getting billed for the tap. Ed Wazinski will contact both the current and previous owner to try and resolve.

Fire Department-Chief Jerry Lasher

See monthly report.

The annual 2024 fire protection contracts have been signed by Mayor Henner and Fire Chief Lasher and will be mailed to the Towns of Huron, Butler and Wolcott.

Police Department-OIC Brian Ritchie

See monthly report

OIC Ritchie will continue to follow up with Newark Police Chief regarding reimbursement of the ballistics vest for Eric Minisce. Newark Police Chief sent grant reimbursement information to Clerk-Treasurer Acker. Further action by the board has been tabled until OIC Ritchie is able to follow up with the Newark Police Chief.

Highway Department-Chris Breen (Absent)

Sewer Department-Tommy Mettler

Mr. Mettler stated all is running well.

Tommy Mettler made the Village Board aware that a new block heater is needed for the Jefferson Street Pump Station.

Mr. Mettler made mention of high flows at the East Port Bay Road on January 9, 2024 that came from Twisted Creek Campground. The campground will be billed for the extra water.

Water Department-Ed Wazinski

Sheryl Robbins from the NYS Department of Health will be on site this week to perform Garth Moody's assessment do move forward with his NYS water license.

Mr. Wazinski said he has started working with the entire Water Department on the shut off list.

Outside village residents are responsible for payment of replacing water meters. Mr. Wazinski explains this to the property owner before meters are replaced. Once replaced and billed, complaints have been received by Village personnel. Trustee Lewis made the motion to accept and approve the "Outside Water Customers Meter Payment agreement" to be signed by the property owner that they acknowledge they are responsible for payment and the breakdown of payments. Trustee Marshall 2nd the motion. All present voted in favor.

The current water shut off list was provided to the board.

Village Clerk-Treasurer

An updated emergency response plan was submitted to the board to review and approve. This was tabled so the Fire Department and the school can be consulted and the plan edited towards the Fire Department.

Each department head received their wish list template for the upcoming 24-25 budget workshop. Tommy Mettler will try to set up a meeting with Todd at Evoqua.

Trustee Lewis made the motion to prepay Laberge Group invoice 202314800001 in the amount of \$6,500.00 for professional services related to the Wolcott Interim Dissolution study. The LaBerge Group submitted application for a reimbursement grant to help cover some of the cost for the study. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Marshall made the motion to accept and approve the December 2023 Treasurer's report and financials. Trustee Lewis 2nd the motion. All present voted in favor.

Meeting Minutes

Trustee Marshall made the motion to accept and approve the minutes from the November 14, 2023 Department Head Meeting that was revised by the Village of Wolcott Attorney. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Marshall made the motion to accept and approve the minutes from the January 9, 2024 meeting. Trustee Lewis 2nd the motion. All present voted in favor.

Resolutions

Resolution No. 2024-1

Modify Budget-CDBG Grant for the 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 has been approved for a CDBG grant in the amount of \$385,000 for the purpose of purchasing a new Fire Truck for the Village of Wolcott Fire Department, the budget may be modified to represent this grant, and

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

A/C#	ITEM	DB.	CR.
A3589	State Aid, Other Transportations	\$385,000.00	
A3410.2	Equipment, Outlay		\$385,000.00
Total:		\$385,000.00	\$385,000.00

Adopted by the following vote:

Ayes: Mayor Chris Henner, Trustees: Bob Marshall and Dave Lewis

Nays: None

Absent: Trustees: Dan Smith and Misty Harper

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 January, 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 January 2024.

Village Clerk

Resolution No. 2024-2

Introduced by Mayor Henner:

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 General Fund:

A/C#	ITEM	DB.	CR.
A5110.2	Street Maintenance – Equipment	\$6,000.00	
A1450.1	Elections-Personal Services		\$ 500.00
A1450.4	Elections-Contractual		\$ 500.00
A3520.4	Other Animal Controls		\$1,000.00
A7110.4	Parks, Contractual		\$4,000.00
	Total:	\$6,000.00	\$6,000.00

Adopted by the following vote:

Ayes: Mayor Chris Henner, Trustees: Dave Lewis and Bob Marshall

Nays: none

Absent: Trustees: Dan Smith and Misty Harper

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Village Clerk

Resolution 2024-3

Introduced by: ***

WHEREAS, the Village of Wolcott Dissolution Election will be held on Tuesday March 12, 2024 from 9:00am-9:00pm and the General Election will be held on Tuesday, March 19, 2024, from 12:00pm-9:00pm with voting by paper ballot at the Wolcott Village Hall, located at 6015 New Hartford Street, Wolcott, NY 14590.

BE IT RESOLVED that with registration day abolished, only those residents of the Village of Wolcott that are registered with the Wayne County Board of Election will be eligible to vote in both the Village of Wolcott Dissolution Election on March 12, 2024 and the Village of Wolcott General Election on March 19, 2024.

ALSO, BE IT RESOLVED that in conformance with the New York State Election Law, Section 15-104, Subdivision A, the Village of Wolcott Board at the January 23, 2024 meeting designated the following offices and terms to be filled at the Village of Wolcott General Election to be held Tuesday, March 19, 2024:

<u>Office</u>	<u>Term</u>
Trustee (2)	Four Year Term

ALSO WHEREAS, the Village of Wolcott Board will appoint 2 Election Inspectors and 1 Alternate, and it is the duty of the inspectors of the election to prepare such register of qualified voters for this district for which they are appointed.

ALSO, BE IT RESOLVED:

1. No person shall be eligible to vote in the Village of Wolcott General Election unless that person is registered with the Wayne County Board of Elections.
2. Voting for the forthcoming election shall be conducted by paper ballot at the Wolcott Village Hall, 6015 New Hartford Street, Wolcott, New York from 9:00 AM – 9:00 PM on March 12, 2024 for the Village Dissolution and 12 Noon to 9:00 PM on Tuesday, March 21, 2023 for the General Election.
3. The notice of the dissolution referendum will be published in the Times of Wayne County and the Lakeshore Newspaper at least once a week for four consecutive weeks immediately prior to the referendum. The notice will include:
 - A summary of the resolution’s contents and the petition for dissolution;
 - A statement as to where a copy of the resolution and petition can be examined;
 - The name of the village to be dissolved and a description of its territories;
 - The time and place at which the referendum will be held; and
 - Such other necessary matters to call, provide for and give notice of the referendum and

to provide for the conducting and canvassing of the referendum

4. At least 20 days prior to the General Election Day set forth in this Resolution a copy shall be posted in at least six conspicuous public places in such Election District and published in the Official Newspaper.
5. The Inspectors of Election shall be: Jean I. Short and Lorelei A. Howland at the rate of \$23.63/hour for each election. The alternate will be Phillip Juliano.

Adopted by the following vote:

Ayes: Mayor Chris Henner, Trustees: Bob Marshall and Dave Lewis

Nays: None

Absent: Trustees: Dan Smith and Misty Harper

Office of the Village Clerk

Village of Wolcott

County of Wayne

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In Witness Whereof, I have hereunto subscribed my name and affixed the official seal of the said Board, this 23rd day of January, 2024.

Village Clerk

Facilities Use Request

Trustee Marshall made the motion to approve use of the fire Department by Joe Flynn for birthday parties on Feb 4, and March 6, 2024. This was previously approved by the Fire Department. Trustee Lewis 2nd the motion. All present voted in favor.

Days and time for the 2024 Village Farmer's Market needs to be determined. Deputy-Clerk Kellam will survey current vendors to establish their opinions.

Mayor Henner

The Village of Wolcott along with the Village of Clyde is hosting a Village Officials Meeting at the Wolcott Elks Lodge on Feb.7, 2024. Social time starts at 6:30pm and Dinner at 7:00 pm. The cost will be \$16.00 per person plus tip.

Deputy Clerk Toni M. Kellam presented rules for the Ice Rink to the board. She will post these by the skates and the Village Ice Rink. It was suggested she look into the purchase of skate walkers.

Mayor Henner stated the county sent out Ag Development maps for a study. Time for public review will be set up.

The newest CHIPS letter was received. The Village of Wolcott currently has \$73,599.52 in CHIPS funding.

Trustee Harper-Absent

Trustee Marshall

Nothing at this time.

Trustee Smith-Absent

Trustee Lewis

Trustee Lewis commented he has been receiving positive feedback on the newly erected Village Ice Rink.

Time for the Public

Tommy Mettler made the board aware the sewer for All Season's is in and Travis Winter returned all extra parts back to the Village.

Fire Chief Lasher mentioned the death of a Fairville Firefighter during the line of duty this week. Reported as the 1st line of duty death in the county. Mayor Henner instructed Fire Chief Lasher to give the Fairville Fire Department anything they may ask for.

Executive Session

Trustee Marshall made the motion to move the meeting to executive session for a personnel and contractual matter at 7:41pm. Trustee Lewis 2nd the motion. All present voted in favor. Clerk-Treasurer Acker was asked to stay.

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

During an annual workers comp analysis, Clerk-Treasurer Acker discovered a short pay of 4.25 OT hours for Tim Jones. Trustee Lewis made the motion to include the missed pay in the next payroll cycle. Trustee Marshall 2nd the motion. All present voted in favor.

Mayor Henner made the motion to adjourn the meeting at 8:23 pm. Trustee Marshall 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on February 13, 2024 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

Fran Acker

Fran Acker

Clerk-Treasurer

