

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

July 9, 2024

7:00 pm

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

Others Present: Fran Acker, Toni M. Kellam, Ed Wazinski, Ryan Henry, Chris Breen, Jack Roberts, Lori Howland, Matt Ohler, Eva and Rich Duncan, Donna Graham, Pete Sterpe, Rosie Lewis, Emmy Bleier, Aiden Bleier, and Bob Crane .

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

Guest Speaker

Melissa Kersten from Finger Lakes Action Program gave a presentation on funding through NYS "Creating Healthy Schools and Communities". The focus is to implement community planning and active transportation interventions in municipalities to increase safe and accessible physical activity. Ms. Kersten presented some examples and documents listing allowable expenses. (Attachment #1 with the minutes).

Donna Graham-Proposed Dog Park

Mayor Henner first provided a brief history on previous discussions regarding the proposed dog park at Dr. Chan's garden. Donna Graham voiced her concern about property values for residents impacted the most. Ms. Graham presented the board with signatures of those near Dr. Chan's Garden. (Attachment #2 to the minutes). Donna Graham confirmed she was speaking on behalf of those who signed their opposition. Mayor Henner reminded Ms. Graham that she was the first person he reached out to and discussed the proposal and that at that time, she was in favor. Trustee Marshall confirmed the same. Donna Graham stated she did not see anything in minutes currently posted on the Village's website. Clerk Acker made her aware that ARPA funds had to be allocated to possible projects by the end of last year so they would be in minutes currently on the website. Clerk Acker will provide Ms Graham with minutes from 2023 regarding dog park discussions.

Eva Duncan-Community Events

Eva Duncan addressed the board regarding the possibility of 2 community events. August 24th for picking and picnicking in the Park. September 14, 2024 to have an Autumn Festival with a 5K run. She asked if the Fire Department would like to do a chicken BBQ at both events. Facility Use Request Forms will be submitted.

Robert Crane

Mr. Crane presented an estimate for annual tree trimming and/or cutting. The estimate for the amount of \$6,200.00 includes cutting of 15 trees, trimming 2 and grinding 15 stumps. Trustee Smith made the motion to accept and approve the estimate from Crane's Tree Service in the amount of \$6,200.00. Trustee Lewis 2nd the motion. All present voted in favor.

Fire Department-Chief Ryan Henry

Chief Henry stated he had no 911 report.

There were 21 calls for the month of June.

There was a discussion regarding action on old engine #32. Chief Henry stated the Fire Department would like to keep the tires and air compressor from engine #32.

Trustee Smith made the motion to declare Engine #32 as surplus and to put up for sale after the above mentioned changes. Trustee Lewis 2nd the motion. All present voted in favor.

The Fire Department has 1 new member.

Chief Henry would like to have a meeting with Mayor Henner and Trustee Smith to discuss the budget.

Mayor Henner thanked Chief Henry and FD members for the recent Operation Cool Down.

Police Department-Kevin Costello

Officer Costello stated he has received a lot of nuisance/quality of life complaints. He is working with the Code Enforcement Officer and Dog control on a couple of dog issues.

Highway Department-Chris Breen

The 2 new speed warning signs are up.

Mr. Breen presented the annual pavement stripping from Champion Asphalt Maintenance in the amount of \$4,154.00. He will ask Champion if diagonal stripping added to cross walks can be done and if there is a price difference to add. Trustee Smith made the motion to approve the estimate from Champion Asphalt in the amount of \$4,154.00. Trustee Marshall 2nd the motion.

Trustee Smith made the motion to approve Jeff Warrick ditching on Tyrrell and Sunset in the amount of \$800.00. Trustee Harper 2nd the motion. All present voted in favor.

Sewer Department-Tommy Mettler-absent

Water Department-Ed Wazinski

Mr. Wazinski is working on completing the Village's Water Department lead Line inventory per NYS.

Trustee Smith made the motion to waive late fees for Account #64200 in the amount of \$21.00 representing 2 quarters. The resident states this got overlooked due to being a "snowbird". Trustee Marshall 2nd the motion. All present voted in favor.

June 2024 monthly report for Code Enforcement

See attached report

Justice Court

Trustee Smith made the motion to accept and approve the Village of Wolcott Justice Court’s annual audit. Trustee Lewis 2nd the motion. All present voted in favor. Clerk Acker will send to Joan Casazza at the Unified Court System.

Village Clerk/Treasurer

Clerk Acker stated she has information and forms from Mass Mutual life insurance. Employees & Trustees have received copies. Anyone interested can contact her during regular office hours.

Trustee Smith made the motion to approve pre-payment of invoice #268512 in the amount of \$3,360.00 to Bousguet Holstein PLLC for legal fees regarding the Water Plant Grant Project. Trustee Harper 2nd the motion. All present voted in favor.

Clerk-Treasurer Acker provided the following update on Village Tax collection: as of 7/9/2024- \$605,085.61 plus \$154.86 has been received. \$97,597.27 remains outstanding.

Meeting Minutes

Clerk Acker asked the Village Board if an amendment could be made to the June 11, 2024 minutes. Clerk Acker provided the Village Board, for the June 11, 2024 meeting, the request from the Justice Court regarding the annual court review. No monthly audit was provided as referenced in the June 11, 2024 minutes. Trustee Lewis made the motion to accept and approve the Department Head Meeting minutes from June 11, 2024 recognizing the above referenced amendment. Trustee Marshall 2nd the motion. Trustees Smith and Harper abstained due to being absent from the June 11, 2024 meeting. All others present voted in favor.

Abstract #002

Trustee Smith made the motion to approve Abstract #002 in the amount of \$83,439.61 with vouchers numbered 29-86 and checks numbered 32847-32904. Total claims from the General Fund are \$41,128.66. Total claims from the Water Fund are \$11,615.16. Total claims from the Sewer Fund are \$30,695.79. Trustee Marshall seconded the motion. All present voted in favor.

Resolutions

Resolution No. 2024-15

The incorrect total was referenced on the original Resolution submitted to the board for approval. Trustee Smith made the motion to accept the corrected resolution as referenced below: Trustee Lewis 2nd the motion. All present voted in favor.

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
G1990.4	Contingency Fund	\$15,500.00	
G8130.2	Sewer Treatment & Disposal-Equipment	\$10,000.00	
G8130.4	Sewage Treatment & Disposal-Contractual		\$25,500.00

Total: \$25,000.00 \$25,000.00
 Corrected Total: \$25,500.00 \$25,500.00

Resolution No. 2024-17

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 to allow for accruals for fiscal year ending 2024:

A/C#	ITEM	DB.	CR.
A1320.4	Auditor-Contractual	\$1,000.00	
A1325.1	Clerk/Treasurer-Personal Services		\$1,000.00
A1920.4	Municipal Association Dues	\$ 30.00	
A1910.4	Unallocated Insurance		\$ 30.00
A3510.4	Control of Dogs-Contractual	\$ 503.00	
A3410.43	Fire Department-Heat		\$ 15.00
A3410.48	Fire Department-Insurance		\$ 292.00
A3510.1	Control of Dogs-Personal Services		\$ 21.00
A3520.4	Other Animal Controls		\$ 175.00
A5110.4	Street Maintenance-Contractual	\$2,600.00	
A5110.43	Street Maintenance-Equipment Repairs		\$2,600.00

Total: \$4,133.00 \$4,133.00

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 9th day of July, 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 9th day of July, 2024.

Village Clerk

Resolution No. 2024-18

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 for accruals for fiscal year ending 2024:

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
F8340.2	Transmission & Distribution-Equipment	\$ 3,810.00	
F8310.1	Water Administration-Personal Services		\$ 150.00
F9030.8	Social Security		\$ 600.00
F9060.8	Hospital & Medical Insurance		\$ 3,060.00
Total:		\$ 3,810.00	\$ 3,810.00

Adopted by the following vote:

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

Nays: None

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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 9th day of July, 2024.

Village Clerk

Resolution No. 2024-19

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 Sewer Fund for accruals for fiscal year end 2024:

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
G8130.4	Sewage Treatment & Disposal-Contractual	\$ 4,190.00	
G8110.1	Sewer Administration-Personal Services		\$ 100.00
G9030.8	Social Security		\$ 190.00
G9060.8	Hospital & Medical Insurance		\$ 3,900.00
Total:		\$ 4,190.00	\$ 4,190.00

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

2024-20

RESOLUTION TO TEMPORARIALY ADVANCE MONEYS BETWEEN FUNDS

WHEREAS, General Municipal Law §9-a A municipal corporation may temporarily advance moneys held in any fund to any other fund of the municipal corporation. Any such temporary advance shall be authorized in the same manner as prescribed by general, special or local law for making budgetary transfers between appropriations. Suitable records shall be kept of each temporary advance; and

WHEREAS, temporarily advanced funds should be paid back at the end of the same fiscal year as the advancement; and

ALSO WHEREAS, that the General fund temporarily advanced the Sewer (G) fund \$81,000.00 for Fiscal Year ending May 31, 2023: and

ALSO WHEREAS, the General fund temporarily advanced the Water (F) Fund \$33,000.00 for Fiscal Year ending May 31, 2023

NOW THEREFORE, BE IT RESOLVED that the Sewer (G) Fund will pay back the \$81,000 and the Water (F) Fund will pay back the \$33,000.00 advanced for Fiscal Year ending May 31, 2023: and

ALSO, LET IT BE RESOLVED That the General fund will temporarily advance the Water (F) Fund \$88,000.00 for Fiscal Year ending May 31, 2024; and

ALSO, LET IT BE RESOLVED That the General fund will temporarily advance the Sewer (G) Fund \$195,000.00 for Fiscal Year ending May 31, 2024; and

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 9th day of July,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 9th day of July, 2024.

Village Clerk

Facilities Use Request

Trustee Smith made the motion approving use of Wolcott Falls on August 24, 2024 from 2:30pm-6:30 pm from Ashely Gregg for the wedding of Angel & Michael. Trustee Harper 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve use of Northup Park on Dec 14, 2024 from 1-8pm by Sarah Everett for A Christmas Light Contest. Trustee Harper 2nd the motion. All present voted in favor.

Correspondences

Mayor Henner read aloud the card received from Mary Lou Bower and family thanking the Village of Wolcott and work crew for getting David “Hutch” Bower’s veteran banner up by Memorial Day and in the location requested.

NYMIR

NYMIR has scheduled a Village Buildings inspection for Thursday July 18, 2024. Clerk Acker will reach out to Tommy Mettler to take the inspector to all the Village owned buildings.

Mayor Henner

Mayor Henner continues to work with Clark Patterson Lee regarding the Water Plant Grant.

The Mayor gave a shout out to the Festival Committee and all involved on such a fantastic job.

Trustee Harper

The new playground equipment is half way built. The anticipated time of delivery is the end of July 2024. Trustee Harper will reach out to the vendor and ask about supporting base options.

Trustee Marshall

Trustee Marshall inquired on how the “surplus” fire truck can be sold. Fire Chief Henry said he is researching Fenton Fire Equipment.

Trustee Smith

Nothing at this time.

Trustee Lewis

Trustee Lewis provided an update on the Hometown Heroes Banners. More have been received and are in the process of being put around the Village. More still to be made and received.

Time for the Public

Lori Howland said the fireworks have been quieter on her street. She stated a concern with the kids and fireworks.

Jack Roberts made the board aware he sees no improvement with the new speed signs. Mayor Henner asked Police Officer Costello to keep an eye on the affected areas.

Donna Graham thanked Officer Costello for driving down her street.

Executive Session

Trustee Smith made the motion to move the meeting to executive session for a contractual matter at 8:19pm. Trustee Lewis 2nd the motion. All present voted in favor. Water Department Head Ed Wazinski and Clerk-Treasurer Acker stayed. Ed Wazinski left at 8:57 pm. Clerk-Treasurer Acker remained in the executive session.

Trustee Smith made the motion to move the meeting back to regular session at 9:28 pm. Trustee Harper 2nd the motion. All present voted in favor.

Trustee Smith made the motion to table Resolution 2024-16-waiver of 30 day liquor application for Twisted Creek Campgrounds until further information and documentation is received. Trustee Marshall 2nd the motion to table. Trustee Harper was out of the room for the vote. All others present voted in favor.

Clerk-Treasurer Acker was asked to reach out to Melissa Kersten at the FL Community Action Program regarding a possible partnership for sidewalks from Leavenworth School to the Library and more electronic speed signs.

Trustee Smith made the motion to adjourn the meeting at 9:32 pm. Trustee Marshall 2nd the motion. All present voted in favor.

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

Respectfully Submitted,

Fran Acker

Clerk- Treasurer