

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

February 25, 2025

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

Others Present: Fran Acker, Jack Roberts, Melissa Kersten, Ryan Henry, and Eva Banas-Duncan.

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

**Melissa Kersten-Finger Lakes Community Action**

Melissa Kersten provided an update on the partnership between FL Community Action Program and the Village of Wolcott. She passed out an assessment survey to those in the room. The Village of Wolcott needs to get quotes and the project needs to be completed by May 31, 2025. Ms Kersten is currently working on a safe street policy. Trustee Harper is currently working with Melissa on a crosswalk project.

**Account #16110**

Trustee Smith made the motion to waive \$119.46 in sewer charges for account #16110. It was discovered consumption did not go through the Village sewer system due to a leak at the residence. Trustee Harper 2<sup>nd</sup> the motion. All present voted in favor.

**Fire Department-Ryan Henry**

See attached report.

Trustee Lewis made the motion to approve MES quote #QT1908654 in the amount of \$14,277.29 for equipment purchase and replacements. Trustee Harper 2<sup>nd</sup> the motion. Trustee Smith had stepped out of the meeting. All others present voted in favor.

Fire Chief Henry stated the insurance renewal for the Fire Department has been received.

The ladder truck has possible electrical issues. Fire Chief Henry has call for technician to evaluate.

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

**Sewer Department-Tommy Mettler-absent**

**Water Department-Ed Wazinski-absent**

**Highway-Chris Breen - absent**

Mayor Henner mentioned a nice job done by the Village of Wolcott Highway Department with all the recent snow. The Mayor stated the Village of Wolcott has enough salt on its premises amid the salt shortage currently affecting NYS.

The Village employees have been clearing snow from around the fire hydrants to allow access by the Fire Department if needed.

The Highway Department will be working on the ice skating rink this week.

Mayor Henner stated Tommy Mettler with the Sewer Department has been working on some projects with the Sewer Plant to address the # of wet well alerts being received.

Also the Mayor mentioned Ed Wazinski had a couple of digs for water lines on Draper Street and Ridge Road.

### **Code Enforcement**

Trustee Lewis made the motion to accept the monthly Code Enforcement activity report. Trustee Marshall 2<sup>nd</sup> the motion. Trustee Smith was out of the room. All others present voted in favor.

### **Justice Court**

Trustee Lewis accepted Justice Court Clerk Marsha Regan's resignation effective 2/28/2025. Trustee Harper 2<sup>nd</sup> the motion. Trustee Smith was not present for the vote. All others present voted to accept.

### **Village Clerk/Treasurer**

Trustee Marshall made the motion to accept and approve payment of the Village of Wolcott Insurance policy in the amount of \$63,826.34 with Eastern Shore Insurance Agency for the period of 3/1/25-3/1/2026. Trustee Lewis 2<sup>nd</sup> the motion. Trustee Smith was not present for the vote. All others present voted in favor.

Trustee Marshall made the motion to accept the January 2025 Treasurer's report and financials. Trustee Lewis 2<sup>nd</sup> the motion. Trustee Smith was not present for the vote. All others present voted in favor.

Trustee Lewis made the motion to approve placement of "Employee Only" signs for the Clerk, Deputy Clerk and Police work areas. Also, "Employees only and no video recording for the Village Court". Trustee Marshall 2<sup>nd</sup> the motion. Trustee Smith was not present for the vote. All others present voted in favor.

### **Meeting Minutes**

Trustee Marshall made the motion to accept and approve the minutes from the February 10, 2025 Budget Workshop. Trustee Lewis 2<sup>nd</sup> the motion. Trustees Smith and Harper abstained due to being absent at the workshop. All present voted in favor.

Trustee Marshall made the motion to accept and approve the minutes from the February 11, 2025 Meeting. Trustee Lewis 2<sup>nd</sup> the motion. Trustee Smith abstained due to being absent at the workshop. All present voted in favor.

### **Resolutions**

#### **Resolution 2025-7**

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, 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:

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
A5410.4	Sidewalks-Contractual	\$ 4,300.00	
A1910.4	Unallocated Insurance		\$ 4,300.00
A5110.4	Street Maintenance-Contractual	\$10,000.00	
A1620.4	Buildings – Contractual		\$10,000.00
Total:		\$14,300.00	\$14,300.00

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 25<sup>th</sup> day of February, 2025 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 25<sup>th</sup> day of February, 2025.

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

**Facility Use Request**

Trustee Smith made the motion to approve Northup Park use on Saturday May 14, 2025 from 9am-2pm by the First Baptist Church of Wolcott for 5K walkathon. Trustee Marshall 2<sup>nd</sup> the motion. All present voted in favor.

**Mayor Henner**

Mayor Henner is working with engineers for the Water Plant Grant.

The Mayor reported testing is being done at the sewer plant to improve efficiency.

The Village Board is working on the FY25-26 budget.

**Trustee Harper**

Nothing at this time.

**Trustee Marshall**

Trustee Marshall asked about the performance of fire hydrants. Fire Chief Ryan responded they can create a map. Mayor Henner stated there may be already one in existence from previous engineers' report that can be provided to the Fire Chief. Fire Chief Henry recommended color coding of the hydrants based on performance level.

**Trustee Smith**

Nothing at this time

**Trustee Lewis**

Nothing at this time

**Time for the Public**

Nothing at this time.

**Executive Session**

Trustee Smith made the motion to adjourn the meeting at 7:27 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 March 11, 2025 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

*Fran Acker*

Clerk- Treasurer