

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

July 8, 2025

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

Others Present: Fran Acker, Eva Banas-Duncan, Ed Wazinski, Jack Roberts, Jack Whittaker, Jerry Lasher, Brian Ritchie and Kara Chapin.

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

Fire Department-Jerry Lasher

See 911 monthly report. P. Gillette was top responder.

Fire Chief Lasher stated the department will be training with home schools. The 1st home school is scheduled for July 14, 2025.

Fire Chief Lasher confirmed reimbursement for active Fire Department Members who attend Fire School in Old Forge. Clerk Treasurer Acker provided past practice to Fire Chief Lasher. There are 2 active members currently showing interest in attending.

Trustee Marshall mentioned the grill from the Fire Hall has been sold on Auctions International for \$400.00. Fire Chief Lasher thanked Trustee Marshall for all the work cleaning and getting it ready to sell.

Jack Whittaker asked if volunteer signs for the Fire Department could be hung at the "Welcome to Village of Wolcott" boards and 1 at the fire Hall. Asked that anyone showing interest be directed to the department. There is 1 transfer member for Thursday July 10. Fire Chief Lasher will contact the transfer member's current department about purchasing the members turn out gear which was recently purchased for them.

Police Department-OIC Brian Ritchie

See 911 monthly report.

OIC Ritchie mentioned the department is currently staffed by one officer. He is currently working on obtaining another.

Highway-Chris Breen -absent

Mayor Henner stated Oswego Street is scheduled to be stoned and tared.

Sewer Department-Tommy Mettler-absent

Water Department-Ed Wazinski

The Water Tower inspection report and suggestions has been received. Ed Wazinski will review and then share with the board.

The testing report on the water meter for account #27000 has been received back from Badger and the meter tested 99% accurate. Mr. Wazinski will reach out to the property owner regarding next steps and payment of the testing.

Mr. Wasinski suggested the possibility of using ARPA Funds obligated to the Water Fund be used towards the raw water intake.

Water from the spring is starting to decrease. The Water Department will start spending approximately 25% of pumping at the Lake Plant by the end of July.

Trustee Smith made the motion to approve W/S account #13120 to be decreased to 2 units from 3. This was suggested after Code Enforcement Officer inspected and confirmed the number of units. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to refund an over payment in the amount of \$65.00 on account #64700. Trustee Harper 2nd the motion. All present voted in favor.

Code Enforcement

Trustee Smith made the motion to accept and approve the May and June 2025 monthly Code Department Reports. Trustee Marshall 2nd the motion. All present voted in favor.

Justice Court

Trustee Smith made the motion to accept and approve the annual court audit. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept the January 2025 monthly court audit. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept the February 2025 monthly court audit. Trustee Harper 2nd the motion. All present voted in favor.

Village Clerk/Treasurer

Clerk-Treasurer Acker was awarded her Re-Certification as Registered Municipal Clerk with the NYS Association of City and Village Clerks.

Trustee Smith made the motion to move funds received on surplus equipment for the Police Department Tahoe and the Fire Department grill to their respective reserve accounts. Trustee Harper 2nd the motion. All present voted in favor.

Trustee Smith made the motion approving Clerk-Treasurer Acker to sign boundary map confirmation of Wolcott Falls Park received from NYS Office of Parks, Recreation and Historic Preservation. Trustee Harper 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept the May 2025 Treasurer's report and financials. Trustee Harper 2nd the motion. All present voted in favor.

Tax collections as of 7/8/2025 are in the amount of \$643,840.86.

The Village of Wolcott grant proposal presented to the Department of Ag and Markets for the Farmers Market was not granted due to all potential funds being exhausted. The grant eligibility team carefully considered the application despite funds being depleted and determined the project would be considered eligible. The village was encouraged to resubmit during the next round.

Meeting Minutes

Trustee Smith made the motion to accept and approve the June 10, 2025 Department Head Meeting minutes. Trustee Harper 2nd the motion. All other present voted in favor.

Abstract #002

Trustee Smith made the motion to approve Abstract #002 in the amount of \$86,917.77 with vouchers numbered 40-96. Total claims from the General Fund are \$33,039.00. Total claims from the Water Fund are \$12,780.97. Total claims from the Sewer Fund are \$41,097.80. Trustee Harper seconded the motion. All present voted in favor.

Resolutions

Trustee Smith made the motion to approve Resolution 202-14. Trustee Lewis 2nd the motion.

Resolution No. 2025-14

Modify Budget- Revenue for JCAP Grant

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 received JCAP funding, and

BE IT THEREFORE RESOLVED THAT the budget may be modified to represent such grant, the Village of Wolcott makes the following budgetary modifications to the General Fund:

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
A3021	State Aid, Court Facilities	\$13,523.80	
A1110.41	Village Justice-JCAP		\$13,523.80
	Total:	\$13,523.80	\$13,523.80

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 8th day of July, 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 8th day of July, 2025.

Village Clerk

Trustee Smith made the motion to approve Resolution #2025-15. Trustee Harper 2nd the motion.

Resolution No. 2025-15

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 2025:

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
A1990.4	Contingency Fund	\$20,000.00	
A1420.4	Law Contractual	\$ 9,522.00	
A1110.1	Village Justice-Personal Services		\$ 8,550.00
A1110.4	Village Justice-Contractual		\$ 2,462.00
A1325.1	Clerk/Treasurer-Personal Services		\$ 1,045.00
A1910.4	Unallocated Insurance		\$ 658.00

A5142.1	Snow Removal-Personal Services		\$ 3,745.00
A8010.1	Zoning – Personal Services		\$ 1,652.00
A9030.8	Social Security		\$ 6,500.00
A9050.8	Unemployment Insurance		\$ 1,721.00
A9060.8	Hospital & Medical Insurance		\$ 3,189.00
A5110.2	Street-Maintenance – Equipment	\$13,582.00	
A5110.4	Street maintenance-Contractual	\$13,582.00	
A5142.1	Snow Removal-Personal Services		\$10,920.00
A5142.4	Snow Removal-Contractual		\$16,244.00
A3510.4	Control of Dogs-Contractual	\$ 1.00	
A3510.1	Control of Dogs-Personal Services		\$ 1.00
A510	Estimated Revenues	\$46,545.94	
A9901.9	Interfund Transfers		\$46,545.94
A3410.4	Fire Department-Contractual	\$ 3,068.00	
A3410.43	Fire Department-Heat	\$1,945.00	
A3410.42	Fire Department-Electricity		\$2,228.00
A3410.48	Fire Department-Insurance		\$2,785.00

Total:	\$108,245.94	\$108,245.94
--------	--------------	--------------

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 8th day of July, 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 8th day of July, 2025.

Village Clerk

Trustee Smith made the motion to approve Resolution #2025-16. Trustee Harper 2nd the motion.

Resolution No. 2025-16

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 2025:

A/C#	ITEM	DB.	CR.
F8330.41	Purification-Materials & Supplies	\$ 8,126.00	
F8330.1	Purification-Personal Services		\$ 7,397.00
F8330.4	Purification – Contractual		\$ 974.00
F8330.43	Purification - Heat		\$ 295.00
F8340.2	Transmission & Distribution-Contractual	\$ 8,607.00	
F8310.1	Water Administration-Personal Services		\$ 2,872.00
F8310.4	Water Administration-Contractual		\$ 312.00
F8320.4	Source of Supply/Power/Pumping-Contractual		\$ 407.00
F8340.1	Transmission & Distribution-Pers Serv		\$ 2,078.00
F9030.8	Social Security		\$ 2,398.00
Total:		\$16,733.00	\$16,733.00

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 8th day of July, 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 8th day of July, 2025.

Village Clerk

Trustee Smith made the motion to approve Resolution #2025-17. Trustee Harper 2nd the motion.

Resolution No. 2025-17

Modify Budget- ARPA Funds Transferred to the Sewer Fund

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 obtain ARPA funds (American Rescue Plan Act), and

WHEREAS, the Village of Trustees obligated ARPA funds to fund unexpected repairs to the Sewer Plant, and

BE IT THEREFORE RESOLVED THAT the budget may be modified to represent such expenditures, the Village of Wolcott makes the following budgetary modifications to the Sewer Fund:

A/C#	ITEM	DB.	CR.
G5031	Interfund Transfers	\$ 7,050.00	
G8130.2	Sewage Treatment & Disposal-Equipment		\$ 7,050.00
Total:		\$ 7,050.00	\$ 7,050.00

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 8th day of July, 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 8th day of July, 2025.

Village Clerk

Trustee Smith made the motion to approve Resolution #2025-18. Trustee Harper 2nd the motion.

Resolution No. 2025-18

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 Sewer Fund for accruals for fiscal year end 2024:

<u>A/C#</u>	<u>ITEM</u>	<u>DB.</u>	<u>CR.</u>
G8130.1	Sewage Treatment & Disposal-Pers Serrv	\$ 6,875.81	
G9060.8	Hospital & Medical Insurance	\$ 850.49	
G8110.4	Sewer Administration-Contractual	\$ 499.92	
G8130.2	Sewage Treatment & disposal-Equip	\$ 2,505.65	
G8130.43	Sewage Treatment & disposal-Heat	\$ 1,177.07	
G9010.8	State Retirement	\$ 620.20	
G9040.8	Worker's Compensation	\$ 3.00	
G9050.8	Unemployment Insurance	\$ 216.57	
G9055.8	Disability Insurance	\$ 75.00	
G1990.4	Contingency Fund	\$20,000.00	

G8110.1	Sewer Administration-Personal Services	\$ 2,339.38
G8120.42	Sanitary Sewers-Power/Heat	\$ 2,043.40
G9030.8	Social Security	\$ 646.47
G8130.41	Sewage treatment & Disposal-Mat & Supp	\$19,625.48
G8130.4	Sewage Treatment & Disposal-Contractual	\$ 8,168.98
Total: \$32,823.71		\$32,823.71

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 8th day of July, 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 8th day of July, 2025.

Village Clerk

Mayor Henner

Mayor Henner presented the Champion Asphalt estimate for restripe of village markings. Trustee Smith made the motion to accept and approve Champion Asphalt Maintenance Estimate #25-7396 in the amount of \$4,694.10 for annual restripe of existing pavement and cross walk markings. Trustee Marshall 2nd the motion. All present voted in favor.

Mayor Henner stated the Highway Department is looking into shimming and widening Draper Street to Hickory Square entrance.

Traffic data was received for Lake Ave. Speeds were recorded up to 60 MPH. The Mayor strongly expressed there is no need to speed anywhere in the Village. Drivers need to slow down and think about safety. An inquiry was made to do a traffic study on Auburn Street. The Mayor has studied the traffic on Auburn Street the last few days and thinks the speed sign should be moved. There are (2) 30 MPH speed signs in each direction and this should be plenty of warning to slow down.

Trustee Harper

Trustee Harper thanked the village for putting in ADA sidewalk pads by the library and the barrier stones at Wolcott Falls Park.

Trustee Marshall

Trustee Marshall stated the 2012 Tahoe has been sold for \$5,000.00 and mentioned the sidewalks recently done by the library looks good.

Trustee Smith

Trustee Smith asked about the status of the Northup Park gazebo roof. Mayor Henner has spoken with SOS Roofing. Some material is in and waiting on the rest to be received.

Trustee Lewis

Trustee Lewis made a reminder of the speed zone on Draper Street and stated more Hometown Hero Banners were received and installed.

Time for Public

Village of Wolcott Historian Kara Chapin stated the historians for 4 towns are meeting for preparation of the 2026 anniversary of the split that created the 4 separate towns from Wolcott. Each town will also have their own mini-committee. The meeting for Wolcott is scheduled at the Public Library for Monday July 14th at 6:00 pm.

Jack Roberts will take pictures of the Fire Department Volunteers wanted sign mentioned by Jack Whittaker and put on the Village of Wolcott website.

Jack Whittaker mentioned speeding vehicles coming in and out of the egg farm especially 5-10 minutes before and after work times.

Executive Session

Trustee Smith made the motion to move the meeting into executive session at 7:40 pm for a Contractual issue. Trustee Harper 2nd the motion. Clerk -Treasurer Acker was asked to stay. All present voted in Favor. Trustee Smith made the motion to move back to regular session at 8:01 pm. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Smith made the motion to continue the service contract with Xylem in the amount of \$1,200.00 per month. Trustee Harper 2nd the motion. All present voted in favor.

Adjournment

Trustee Smith made the motion to adjourn the meeting at 8:11 pm. Trustee Marshall 2nd the motion. All present voted in favor.

Respectfully Submitted,

Fran Acker

Clerk- Treasurer