VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

Nov. 10, 2020

7:30 pm

Members Present: Mayor Chris Henner, Trustees: David Lewis, Dan Smith, Andrew Marshall and Norma Stewart

Others Present: Fran Acker, Ed Wazinski, Brett Norsworthy, Otis Vezzose, Jerry lasher, Ron Lancy, Kimberly Parks Cameron, Sarah Wood, Angela McIntyre, Ariun McIntyre, Kelly Rice, and Grace Rice

Mayor Henner called the meeting to order at 7:30 pm with the Pledge of Allegiance.

**Fire Department-Jerry Lasher**

Re-counted on a house fire last night. Confirmed the dry-hydrant not working

Parts for TA11 send to TKT to check if under warranty.

Mayor Henner provided a follow up that he had with the DOH regarding training for the Fire Department. If 6 feet distancing protocol can’t be followed then training needs to be done via Zoom, when meeting with safety officer during any hands on, use M95 mask and as much PPE as possible. They know this is a necessity but NOT a priority. The engine-truck room is to be used if necessary to allow more room.

Sarah Wood asked the Village Board her status with the Fire Department. The Mayor explained that she needs to be approved by a quorum at a Fire Department meeting and that any line officer can bring up a member for voting at a meeting.

Monthly report attached.

**Police Department-OIC Zackery T. Powell-Absent**

**Highway Department—Nick Rizzo-Excused**

The sander is back from being repaired.

**Sewer Department-Tommy Mettler-Excused**

Mayor Henner reported training will be set up on the new EQ tank.

He is also working with Evoqua on the new annual contract.

**Water Department- Ed Wazinski**

Ed Wazinski asked to amend previous board approval from Life Science to PACE stating this would cut the price in half saving the Village money. Samples would have to be driven to East Syracuse but this would still be a savings of approx. $800.00 a quarter. Trustee Smith made the motion to amend the mandated testing from Life Science to PACE. Trustee Stewart 2nd the motion. All present voted in favor.

The water van has been dropped off for repairs and will need new tires soon.

Several digs, a service disconnect and new services have been done in the last month.

Mr. Wazinski would like to discuss a contingency plan for the water department.

Water Supply Emergency Response Plan Review-Tabled

**HACH Annual Service Contract-**

Trustee Smith made the motion to approve the annual HACH Service agreement quote HACH616089 in the amount of $9,550.17. Trustee Stewart 2nd the motion. All present voted in favor.

**W/S Abandonment**-Trustee Smith made the motion to approve the application for water and sewer abandonment at 5991 Draper Street. Fee is $2400.00 to be paid before service is performed. Trustee Lewis 2nd the motion. All present voted in favor.

**COVID-19 Attestation**

Deputy Clerk Norsworthy presented the board with verbiage to be included on the back of the next water/sewer billing for those negatively affected by the COVID-19 pandemic. Trustee Smith made the motion to approve the COVID-19 attestation wording and form to be signed to waive payment as directed by Governor Cuomo’s EO. Trustee Stewart 2nd the motion. All present voted in favor.

**Code Enforcement-Otis Vezzose**

Nothing at this time.

**Court Audits**

Trustee Smith made the motion to approve the September 2020 Village Court Audit. Total Court receipts reconciled = $1,107.00. Trustee Marshall 2nd the motion. All present voted in favor.

**Clerk-Treasurer-Fran Acker**

Clerk-Treasurer Acker presented the Treasurers’ reports, journal entries and all the financial reports for June and July 2020 to the board for review.

The next Village Officials Dinner will be at the Newark Elk’s Lodge on November 18, 2020. Clerk Acker needs to RSVP back to the Village of Newark by noon on November 13, 2020.

Clerk Acker handed out copies of the Procurement Policy to the department heads and all board members. She reminded everyone that receipts must be handed in, PO’s are needed even when approvals were made at a board meeting. Also, that the Village of Wolcott is the account for the vendor but the department was to be designated for each receipt.

**Meeting Minutes**

Trustee Smith made the motion to approve the meeting minutes from the special meeting held on October 1, 2020. Trustee Marshall 2nd the motion. All Present voted in favor.

Trustee Smith made the motion to approve the meeting minutes from October 13, 2020. Trustee Stewart 2nd the motion. All Present voted in favor.

**Abstract #006**

Trustee Smith made the motion to approve Abstract #006 in the amount of $118,120.23 with vouchers numbered 245-288 and checks numbered 30241-30284. Total claims from the General Fund are $51,036.84. Total claims from the Water Fund are $48,272.35. Total claims from the Sewer Fund are $18811.04. Trustee Stewart seconded the motion. All present voted in favor.

**Resolutions**

**Resolution 2020-11**

**Introduced by**: Mayor Christopher Henner

**WHEREAS**, the Village of Wolcott, New York, County of Wayne requests the collection of delinquent Village taxes for the year 2020-2021 by the County of Wayne, New York pursuant to Wayne County Local Law No.4-1978 and Section 1442 of the Real Property Tax Law.

**BE IT THEREFORE RESOLVED**, that the Village Clerk of Wolcott, New York is hereby authorized and directed to send a certified copy of this resolution, together with the account and certificate described in Subdivision 3, Section 1426 of the Real Property Tax Law to the Wayne County Treasurer in accordance with the provisions of Section 2 of the Wayne County Local Law No.4-1978 for the year 06/01/2020-5/31/2021.

Adopted by the following vote:

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

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 10th day of November, 2020 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 10th day of November, 2020.

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Village Clerk

**Facilities Use Requests**

Holding onto Hope did a presentation representing their organization. Then explained what their facilities request was for and the fundraising that would happen. Trustee Smith made the motion to approve the facility use request for Park Ave, Northup Park and the Gazebo on December 12th, 2020 for Holding onto Hope’s Holiday Village Fundraiser. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made a motion to approve the Wolcott Historical Society Festival of Trees November 28, 2020-Jan 4th, 2021. The Tree Lighting is Dec. 5th, 2020. The Village will supply a tree for the bandstand. Trustee Marshall 2nd the motion. All voted to approve.

**Mayor Henner**

Mayor Henner provided the board with an update on emails regarding Landers Landing. The dump station is an additional variable to the growth of the campground. The Mayor still strongly feels there should be some sort of EQ tank to not overwhelm the Village’s system as the campground grows. The Village will get some quotes to bore the manholes. We need to make sure connection points are correct.

**Trustee Stewart**

Nothing at this time.

**Trustee Marshall**

Nothing at this time.

**Trustee Smith**

Trustee Smith asked if we were billing the Town of Wolcott for Sewer. Deputy Clerk-Treasurer Norsworthy confirmed that he was.

**Trustee Lewis**

Nothing more at this time.

**Executive Session**

Trustee Smith made the motion to move the meeting into executive to discuss personnel issues at 8:26 pm. Trustee Stewart seconded the motion. All present voted in favor. Code Enforcement Officer Vezzose and Village Clerk Acker were asked to stay. Mr. Vezzose left at 9:40 pm. Clerk Acker remained.

Trustee Smith made the motion to move the meeting back to open session at 10:09 pm. Trustee Stewart 2nd the motion. All present voted in favor.

**Adjournment**

Trustee Smith made the motion to adjourn the meeting at 10:10 pm. Trustee Stewart 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on December 8, 2020 at 7:30pm at the Village Hall.

Respectfully Submitted,

Fran Acker

Fran Acker

Clerk-Treasurer