VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

July 13, 2021

7:00 pm

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

Members Absent: Trustee Norma Stewart

Others Present: Fran Acker, Ed Wazinski, Ryan Henry, Nick Rizzo, Ron Lancy, Otis Vezzose, Donna Graham, and Brett Norsworthy

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

**Fire Department-Jerry Lasher-excused**

Ryan Henry attended to speak for Chief lasher.

Mr. Henry thanked Trustee Marshall for work on the LED lights at the Fire Hall.

Pete and Jerry have been looking into the frequency of the fire whistle.

**Police Department-OIC Brian Ritchie-Absent**

**Highway Department-Nick Rizzo**

Mr. Rizzo commented that the amount of brush pick up is unusually high this year and is a constant task for the highway department.

A culvert on Butler Street has been replaced.

The department is shorthanded but they are trying to keep up on everything.

Trustee Smith made the motion to approve Riccelli Quote not to exceed $70,000.00. The project location: East/West Main Street, New Hartford Street and Lake Ave intersections. West Port Bay Road from Lake Ave. intersection going South 425 feet. Scope of work includes trucking, details are in the quote. Trustee Marshall 2nd the motion. All present voted in favor.

Mr. Rizzo mentioned Tim Jones painted the frames on both 1 ton trucks.

**Sewer Department-Tommy Mettler-excused**

Mayor Henner stated the Bioxide pump is up and running, the numbers were up.

**Water Department-Ed Wazinski**

Mr. Wazinski stated the turbid meter is in. He commented he is doing the bare minimum needed to get through until the new hire starts.

**Deputy Clerk-Treasurer-Brett Norsworthy**

The utilities moratorium due to COVID 19 expired June 24, 2021. Now that the state of emergency is over, municipalities may enforce nonpayment through service termination in accordance with duly enacted local law. Mr. Norsworthy provided the board with an updated past due water/sewer customer list, along with his conversation with NYCOM regarding the end of the moratorium. Mr. Norsworthy has been instructed to send out letters by July 15, 2021 to those customers on the shut off list for August 15, 2021 shut off date. This will include information regarding COVID-19 attestation for those affected.

**Code Enforcement-Otis Vezzose**

The Village trash bin near the bottle redemption center continues to be overfilled with garbage refused by the redemption center. Options were discussed. Nick Rizzo from the highway department will try to remove the trash bin to see if that helps to deter the problem. Mr. Vezzose stated the owner of the redemption center was to put a fence up to coral the trash.

Mr. Vezzose indicated there seems to be an influx of campers inside the village limits this year staying longer than the allowed 48 hours. Letters need to be sent to the violators, then fines if not rectified.

Mayor Henner reminded staff that issues need to be addressed with the owners of property only.

No packets have been dropped off but Code Enforcement Officer Otis Vezzose reported that the properties that have gotten 10 day notices have remedied the problem.

Another property is under review per Local Law #2:”Abatement of Chronic Nuisance Properties”. A sign will be put up on Wilson Street that the property is under review per said law, pictures taken to show posted, along with a letter sent to the owner why posted and fined if removed or destroyed.

**Court Audit**

Trustee Smith made the motion to approve the May 2021 court audit. Trustee Lewis 2nd the motion. All present voted in favor.

**Village Clerk-Treasurer-Fran Acker**

American Rescue Plan Act Funding application was due July 9, 2021. The necessary documents and budget figures were submitted. Trustee Smith made the motion to approve moving forward with the funding. The needs and best use of the funds will be discussed if received. Trustee Lewis 2nd the motion. All present voted in favor.

**Meeting Minutes**

Trustee Smith made the motion to accept and approve the meeting minutes from June 8, 2021. Trustee Lewis 2nd the motion. All Present voted in favor.

**Abstract #002**

Trustee Smith made the motion to approve abstract #002 in the amount of $103,991.41 with vouchers numbered 35-111 and checks numbered 30705-30781. Total claims from the General Fund are $68,143.48. Total claims from the Water Fund are $9,272.79. Total claims from the Sewer Fund are $26,575.14. Trustee Lewis 2nd the motion. All present voted in favor.

Clerk-Treasurer Acker notified the board that while doing year end close, she noticed voucher#664 for Wolcott Building Supply was printed and signed for the incorrect amount. The difference in the printed voucher and check printed was $219.88. She confirmed that the amount of abstract #13 was approved for the correct amount in May. Trustee Smith made a motion to accept the amendment. Trustee Lewis 2nd the motion. All present voted in favor.

**Resolution 2021-6**

Trustee Smith made the motion to approve Resolution 2021-6. Trustee Marshall 2nd the motion. All present voted in favor.

**Resolution No. 2021-6**

Introduced by: Mayor Chris Henner

WHEREAS, Section 2019-a of the Uniform Justice Court Act requires that town and village justices annually provide their records and dockets to their respective town and village auditing boards, and that such records then be examined, and that fact be entered into the minutes of the board’s proceedings.

WHEREAS, the Unified Court System’s is responsible for monitoring the village board compliance with Section 2019-a.

BE IT THEREFORE RESOLVED THAT the Village of Wolcott board has audited the Village Of Wolcott Court records and dockets for fiscal year ending 2021 examining such records.

Adopted by the following vote:

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

Absent: Trustee Norma Stewart

Nays:

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 13th day of July, 2021 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 13th day of July, 2020.

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Village Clerk

**Resolution 2021-7**

Trustee Smith made the motion to approve Resolution 2021-6. Trustee Marshall 2nd the motion. All present voted in favor.

**Resolution No. 2021-7**

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.\_\_\_\_\_\_\_\_\_

A1325.4 Clerk/Treasurer-Contractual $2092.69

A3120.2 Police-Equipment 903.56

A8010.1 Zoning-Personal Services 135.20

A3620.4 Safety Inspection-Contractual 30.00

A3620.1 Safety Inspection-Personal Service $ 30.00

A3120.4 Police-Contractual 903.56

A1325.1 Clerk/Treasurer-Personal Services 2092.69

A8010.4 Zoning-Contractual 135.20

Total: $3,161.45 $3,161.45

Adopted by the following vote:

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

Absent: Norma Stewart

Nays: None

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Village of Wolcott

County of Wayne

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Village Clerk

**Resolution 2021-8**

Trustee Smith made the motion to approve Resolution 2021-6. Trustee Lewis 2nd the motion. All present voted in favor.

**Resolution No. 2021-8**

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 Water Fund:

\_\_\_\_\_\_\_\_\_\_A/C#\_\_\_\_\_\_\_\_\_\_\_\_\_\_ITEM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DB.\_\_\_\_\_\_\_\_\_\_\_CR.\_\_\_\_\_\_\_\_\_

F9010.8 State retirement $ 160.60

F8330.1 Purification-Personal Services 1,475.52

F8310.4 Water Administration-Contractual 58.64

F9060.8 Hospital & Medical Insurance 567.55

F8310.1 Water administration-Personal Services $ 58.64

F8330.4 Purification-Contractual 1,475.52

F9030.8 Social Security 567.55

F9040.8 Worker’s Compensation 160.60

Total: $2,262.31 $2,262.31

Adopted by the following vote:

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

Absent: Trustee Norma Stewart

Nays: None

Office of the Village Clerk

Village of Wolcott

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Village Clerk

**Resolution 2021-9**

Trustee Smith made the motion to approve Resolution 2021-6. Trustee Marshall 2nd the motion. All present voted in favor.

**Resolution No. 2021-9**

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 Sewer Fund:

\_\_\_\_\_\_\_\_\_\_A/C#\_\_\_\_\_\_\_\_\_\_\_\_\_\_ITEM\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_DB.\_\_\_\_\_\_\_\_\_\_\_CR.\_\_\_\_\_\_\_\_\_

G8110.4 Sewer Administration-Contractual $163.59

G8110.1 Sewer Administration-Personal services $163.59

Total: $163.59 $163.59

Adopted by the following vote:

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

Absent: Norma Stewart

Nays: None

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County of Wayne

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Village Clerk

**Facilities Use Request**

Trustee Smith made the motion to approve the Facility use request for Wolcott Falls Park from the Wolcott Democratic Party for July 21, 2021 from 6:30-7:30pm. Trustee Lewis 2nd the motion. All present voted in favor.

**Mayor Henner**

Discussion about signs posted on Village property. No signs of any kind are allowed to be posted on any Village property.

**Trustee Stewart-Absent**

**Trustee Marshall**

Trustee Marshall made a motion to surplus the 2003 water car that was taken out of service due to not passing inspection because of the frame being bad. The Village will advertise for sealed bids to be received until 5:00pm August 10th, 2021. Bids will be opened during the regular scheduled board meeting on August 10, 2021 that starts at 7:00pm. Trustee Smith 2nd the motion. All present voted in favor.

**Trustee Smith**

Trustee Smith made the motion to hire Garth Moody as a Laborer in the Water Dept. at $17.55/hour effective July 26, 2021 contingent, benefits, probation and employment are according to the union contract. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith asked Deputy-Clerk Norsworthy to call Youngman’s Auction about clean-up at the corner of Wright and Smith Streets.

**Trustee Lewis**

Nothing at this time

**Time for the Public**

Donna Graham asked permission to approach the Board. She showed them a video of a property on Lake Street. The Board asked Deputy-Clerk Norsworthy to reach out to the owner of the property regarding the condition.

**Executive Session**

Trustee Smith made the motion to move the meeting into executive session at 8:25 pm to discuss personnel matters. Trustee Lewis seconded the motion. All present voted in favor. Clerk-Treasurer Acker was asked to stay.

Trustee Smith made the motion to move the meeting back to open session at 9:03 pm. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept and adopt the Clerk Vacation (Non-Union) Policy with revisions to the name, changed to Non-Union Employee Vacation Policy. Trustee Lewis 2nd the motion. All present voted in favor. The Non-Union Employee Vacation Policy takes effect immediately and will be handed out to non-union employees.

Trustee Smith made the motion to offer Daymien Teeter the Laborer position in the Highway Department with a starting wage of $17.55/hour. The Village will pay for training and obtaining the required CDL B license then the hourly wage will immediately increase to $18.75/hour. Wage increases and other employment and benefits will follow the union contract. Trustee Lewis 2nd the motion. All present voted in favor.

**Adjournment**

Trustee Smith made the motion to adjourn the meeting at 9:18 pm. Trustee Lewis seconded the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on August 10, 2021 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

Fran Acker

Fran Acker

Clerk-Treasurer