VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

December 13, 2022

7:00 pm

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

Members Absent: Trustee: Misty Harper

Others Present: Fran Acker, Nick Rizzo, Jerry Lasher, Toni M. Kellam, and OIC Brian Ritchie.

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

**Fire Department-Chief Jerry Lasher**

Chief Lasher provided the November 2022 911 report.

The members had their annual harassment training.

Trustee Smith made the motion deeming the R14 truck a surplus and to list it on Auctions International w/reserve and the board’s discretion to review any final bid price. Trustee Marshall 2nd the motion. All present voted in favor.

The remaining parts for the Quint should be in around December 14th, 2022. Then it will be finished being put back together.

**Police Department-OIC Brian Ritchie**

See attached report.

**Highway Department- Nick Rizzo**

Needed repairs and NYSI’s are being done on vehicles.

Repairs are needed (tube needs replacing) on the leaf sucker.

Christmas lights on Main Street are working. Mr. Rizzo thanks Tom Kerr for providing his lift truck and Scott Hall for the electrical work.

**Sewer Department-Tommy Mettler-Absent**

**Water Department-Ed Wazinski-Excused**

**HACH Quote#616089**

Trustee Smith made the motion to approve the annual HACH service Partnership Quote #HACH616089 in the amount of $11,678.80. This was previously tabled. Trustee Marshall 2nd the motion. All present voted in favor.

Account #57200 has been over estimated since 11/30/2019 even though the office was receiving the read cards on time. Deputy Clerk-Treasurer Kellam audited the account to confirm when the cards were received, dated and estimates started. It has been suggested to replace the meter with a radio read meter and to credit for the over charge in the amount of $388.96 currently on the account. Trustee Smith made the motion to credit the account and to replace the meter with a radio read meter. The customer is responsible for the cost of the meter. The net amount of the credit after the meter cost is $88.96. Trustee Marshall 2nd the motion. All present voted in favor.

Account #69100 received their water bill late due to incorrect address and has asked to have the late fees forgiven. Trustee Smith made the motion to forgive late fees in the amount of $22.15. Trustee Marshall 2nd the motion. All present voted in favor.

**Code Enforcement**

A letter of interest was received for the Zoning Board of Appeals. The decision has been tabled at this time.

**Village Court Audit**

Trustee Smith made the motion to accept and approve the September 2022 Court Audit. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept and approve the October 2022 Court Audit. Trustee Lewis 2nd the motion. All present voted in favor.

**Village Clerk-Treasurer-Fran Acker**

Trustee Smith made the motion to accept the September 2022 Treasurer’s report and financials. Trustee Lewis 2nd the motion. All present voted in favor.

**Meeting Minutes**

Trustee Smith made the motion to accept and approve the minutes from the November 8, 2022 meeting. Trustee Marshall 2nd the motion. All present voted in favor.

**Abstract #007**

Trustee Smith made the motion to approve Abstract #007 in the amount of $178,014.50, with vouchers numbered 351-410 and checks numbered 31747-31806. Total claims from the General Fund are $64,494.30. Total claims from the Water Fund are $68,320.01. Total claims from the Sewer Fund are $45,200.19. Trustee Marshall seconded the motion. All present voted in favor.

**Resolution 2022-19-Budgetary Transfers-Elections**

**Resolution 2022-19**

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

A1010.4 Board of Trustees-Contractual $250.00

A1110.4 Village Justice-Contractual $125.00

A1210.4 Mayor-Contractual $125.00

A1450.4 Elections-Contractual $500.00

Total: $500.00 $500.00

Adopted by the following vote:

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

Nays: None

Absent: Harper

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 December, 2022 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 December, 2022. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Village Clerk

**Facilities Use Request**

Trustee Smith made the motion to approve use of the Northrup Park on 5/29/2023 between 10:00 am and 1:00 pm by Dick Lasher for the Memorial Day Parade. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve use of the Northrup Park on 6/17/2023 between 8:00 am and 9:00 pm by Dick Lasher for the Old Wolcott Heritage Festival. Trustee Lewis 2nd the motion. All present voted in favor.

**Mayor Henner**

Mayor Henner and Clerk Acker previously met with Rosa Fox and Kara Chapin regarding The Old Wolcott Heritage Festival. Mayor Henner made them aware Bridget Henry had approached the board about continuing the Strawberry Festival. Mayor Henner announced that the Old Wolcott Festival and the Lions club car show would be happening jointly on the same day that the Village of Wolcott would be hosting the Strawberry Festival. Deputy Clerk Kellam will send out a map of Northrup Park to Trustee Smith to help with arrangement of the activities.

Mayor Henner made the rest of the Village Board aware that Highway Supervisor Rizzo brought to his attention the Village was denied the ability to purchase some fittings for the highway plow truck which were needed so Mr. Rizzo paid cash so they could continue the repair of the truck being the account was suspended for the funds not received, even though a payment had mailed out in November. All Seasons Heating had the Village’s account on hold due to the account being delinquent. Clerk-Treasurer reached out and spoke to Wendy and notified her that check # 31696 in the amount of $72.44 was mailed on November 9, 2022 and asked Wendy why the office wasn’t called to discuss if there was an issue. The issue has been rectified.

Mayor Henner provided a year in review: (still to do)

* Looking at a dog park
* Update to playground equipment for Falls Park
* Finish Willow Lane
* Lake Plant Grant

The Mayor has video of the recent water tower inspection.

**Trustee Harper-absent**

**Trustee Marshall**

Trustee Marshall stated he has been asked about what is happening with the property at 6088 East Port Bay Road and 5953 Auburn Street. Fines have been sent to EPB and The Village is trying to work on process for Auburn Street since the situation is old.

**Trustee Smith**

Trustee Smith announced that Santa will be with the Village Police Department handing out gifts to approx. 6 families this year.

**Trustee Lewis**

Trustee Lewis provided EV charger reading material to the Mayor.

Trustee Smith made the motion to move the meeting into executive session at 8:24pm for a personnel reason. Trustee Marshall 2nd the motion. Clerk-Treasurer Acker was asked to stay. Trustee Smith made the motion to move back to regular session at 9:00pm. Trustee Marshall 2nd the motion.

Trustee Smith made the motion to continue contracting IT with Just Solutions for the Cyber Security Grant. There have been some issues with Customer Service but the Tech Support has not been an issue. Insurance is written into the coverage and Tracs software for the Police Department is finally hooked up. These were the deciding factors. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to adjourn the meeting at 9:05 pm. Trustee Lewis 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on January 10, 2023 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

Fran Acker

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Clerk-Treasurer