VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

January 24, 2023

7:00 pm

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

Others Present: Fran Acker, Ed Wazinski, Nick Rizzo, Kara Chapin, Toni M. Kellam, OIC Brian Ritchie, Tommy Mettler, Crystal Dohn, and David Zwolinski

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

Account #08120 asked the board to waive late fees due to not being able to make payments because of a car accident. Trustee Smith made the motion to waive the late fees of $37.13 and to break the past due bill in half payable in 2 installments of $73.78 plus the next current bills must be kept current. Trustee Marshall 2nd the motion.

**Fire Department-Chief Jerry Lasher**

Chief Lasher provided the December 2022 report. Also provided reports for the number of calls for 2022.

Chief Lasher stated the quint that has been out for repairs is back in service.

The rescue truck is sold and gone.

2023 Fire contracts were presented to be signed by Mayor Henner and Chief Lasher. Clerk Acker will mail these to the Town Supervisors.

**Police Department-OIC Brian Ritchie**

See attached report.

Christmas gifts and food baskets were handed out.

**Highway Department- Nick Rizzo**

NYSI’s were done on the highway trucks.

The Highway Department worked on filling some potholes.

Scrap metal was turned in and a check was received by the Village from Empire Seneca in the amount of $2,198.18.

Orange truck (sander) is in service. Had a little accident during ice/snow storm.

Willow Lane work is still in progress.

2 Cameras have been put on one of the trucks for safety reasons when backing up. If this proves beneficial, will consider putting on others.

Parking issues during plow season on Northrup. No Parking signs were approved. Mr. Rizzo will notify the school 1st that these will be put into place.

**Sewer Department-Tommy Mettler**

Mr. Mettler stated everything is running well.

The furnace is now up and running.

The EQ tank that belongs to the Town of Wolcott still down and has water in it. Mr. Mettler has spoken with Sean at WCWSA. Mayor Henner will reach out to Marty at WCWSA. Mayor Henner has also spoken with Todd regarding sulfites.

**Water Department-Ed Wazinski**

Mr. Wazinski reported property damage at the Lake plant due ruts made by ATV’s and Trucks. The Village Police have been investigating.

Trustee Smith approved new residential Village Water service hook up at 12068 (12066) Mill Street. Trustee Harper 2nd the motion. All present voted in favor. Ed Wazinski will work with the property owner for specifics on what they need.

**Code Enforcement**

Trustee Smith made the motion to approve Phil Juliano to the Zoning Board of Appeals. Trustee Marshall 2nd the motion. All present voted in favor. Mayor Henner has tried to contact Mr. Trizini who also submitted a letter of interest but has not been able to connect.

**Village Court Audit**

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

**Village Clerk-Treasurer-Fran Acker**

The IRS mileage rate increased to .65.5 cents the beginning of 2023. Trustee Smith made the motion to increase mileage reimbursement to the IRS rate effective immediately. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept the December 2022 treasurers report and financials. Trustee Marshall 2nd the motion. All present voted in favor.

Spectrotel phone bill has increased. Proposal for 2 different options were presented by Andrew Zampariolo at Twin Bridges Solutions. Further discussion has been tabled at this time.

**Meeting Minutes**

Trustee Smith made the motion to accept and approve the minutes from the January 10, 2023 meeting. Trustee Harper 2nd the motion. All present voted in favor.

**Resolution No. 2023-4**

Introduced by Trustee Dan Smith:

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

F8340.2 Transmission & Distribution-Equipment $5,000.00

F8340.1 Transmission & Distribution-Pers Serv $5,000.00

F8320.4 Source of Supply/Power/umping-Contractual $1,154.00

F9040.8 Worker’s Compensation $1,154.00

Total: $6,154.00 $6,154.00

Adopted by the following vote:

Ayes: Mayor Chris Henner, Trustees: Dave Lewis, Dan Smith, Andrew Marshall and Misty 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 24th day of January, 2023 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 24th day of January, 2023.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Village Clerk

**Resolution No. 2023-5**

**Retention and Disposition Schedule for LGS-1 Records**

**RESOLVED**, By the Village of Wolcott Board of Trustees of The Village of Wolcott that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED**, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Adopted by the following vote:

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

Nays: None

Office of the Village Clerk

Village of Wolcott

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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 24th day of January, 2023 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 24th day of January, 2023.

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Village Clerk

**Facilities Use Request**

Trustee Smith made the motion to approve use of the Fire Hall on March 12 and April 1, 2023 for a baby shower. Trustee Harper 2nd the motion. All present voted in favor.

**Mayor Henner**

Mayor Henner received zero turn invoice from Sourcewell and shared it with the rest of the Village Board.

Eric Weis made the Mayor aware that $500 million became available in NYS infrastructure grant and currently not broken out in percentage rates yet. Possible the village can use.

**Trustee Harper**

Dottie Patt at the Library reached out to Trustee Harper to ask about how the Wolcott Pond can be used for attraction. Mayor Henner explained this was addressed when the bridge work was being done and that DEC has control of the pond. The Village cleaned it as much as they could.

**Trustee Marshall**

Nothing at this time.

**Trustee Smith**

Nothing at this time.

**Trustee Lewis**

Nothing at this time.

**Time for the Public**

Kara Chapin reminded everyone that the next meeting for the Old Wolcott Festival/Village Strawberry Festival is scheduled for February 9th, 2023.

David Zwolinski made the Village Board aware that he worked with his neighbor on East Port Bay Road doing some clean up. He also expressed his interest in being part of the Zoning Board of Appeals.

Trustee Smith made the motion to move the meeting into executive session at 8:31pm 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 8:59pm. Trustee Lewis 2nd the motion.

Trustee Smith made the pay R.E. & H.J. McQueen invoice #62314 in the amount of $15,955.72 for the zero turn mower which was through Sourcewell. Trustee Lewis 2nd the motion. All present voted in favor.

Trustee Marshall made the motion to adjourn the meeting at 9:00 pm. Trustee Lewis 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on February 15, 2023 at 7:00pm in the Village of Wolcott Conference Room.

Respectfully Submitted,

Fran Acker

Fran Acker

Clerk-Treasurer