VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

DEPARTMENT HEAD MEETING

November 13, 2018

**Approved 12/18/2018**

Members Present: Mayor Chris Henner, Trustees: Dan Smith, Anthony Vezzose, Andrew Marshall, and Norma Stewart

Others Present: Fran Acker, Brett Norsworthy, Otis Vezzose, Jerry Lasher, Tommy Mettler, Evan Tyler, David Dreverman, Todd Geignet, Ron Lancy, Jennifer Murphy

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

**Todd Geignet – Evoqua Rep**

Mr. Geignet asked the board what information they would like presented in a report. Todd confirms he watches the balance of the sulfates to nitrates ratios. Mayor Henner mentioned that he does not want to rely on a 3rd party for report data. It was agreed to start with a monthly report.

**Fire Department – Jerry Lasher**

There is no monthly report at this time.

New Cancer Benefit Program for Volunteer Firefighters – This is a mandatory program. Chief Lasher provided several quotes for the plan that must take effect January 1st, 2019. Currently there are 9 eligible members, with a possibility of 10 once all of the physicals are complete.

**Police Department-OIC Ryan – absent**

See Attached Report provided to the board

**Highway Department-Nick Rizzo-absent**

No Report

**Sewer Department**

Tommy Mettler stated everything was running well. Mr. Mettler confirmed with the board that the difference in the billing for Chamberlain between 2017 and 2018 was prevailing wages.

After a discussion with Trustee Stewart, Mr. Mettler has a follow up meeting scheduled on 11/26/2018 with MRB Group.

The sump pump at Pomona has been disconnected.

**Water Department**

Evan Tyler said the springs have been busy with all the rain, approximately 35 gallons per minute coming in, and should maintain at that level if the weather cooperates.

Need intake screen parts, but had to find a new company due to the manufacturer of original parts went out of business. Trustee Smith made the motion to approve quote #12962 from new vendor Hydrodyne not to exceed $2,500.00. Trustee Vezzose 2nd the motion. All voted in favor.

**Justice Court-Monthly Audit**

Trustee Smith made the motion to approve the reconciliation of the court audit for July 2018 (previously missed during setting up the process) and September 2018. Reconciled by Clerk-Treasurer Acker. Trustee Vezzose 2nd the motion to approve. All voted in favor.

**Village Clerk-Treasurer-Fran Acker**

Report Attached

Mrs. Acker updated the board on a visit by examiner Richard Blafield from the NYS Comptroller’s office regarding a $14,171,586 error that former clerk-treasurer Tyler reported to the Wayne County Real Property Dept. and also Certified on the 2017-2018 budget. Examiner Blafield confirmed that the Real Property dept. did calculate the tax levy for 2017-2018 correctly even though the incorrect information was received from the Village Office. The assessed total amounts were provided instead of the total taxable amounts.

**Resolution 2018-4**

**Resolution 2018-4**

**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 2018-2019 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 06/01/2018-5/31/2019.

Adopted by the following vote:

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

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 13th day of November, 2018 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 November, 2018.

Fran Acker, Village Clerk

Board Reference Library- Reference material from NYCOM and NYS OSC is located on the table behind Clerk Acker’s desk received from Trustee Stewart and Clerk Acker. Topics include Internal Controls, Reserve Funds, Enacting Local Laws and the NYCOM Binder. Other material will be added as requested.

Elections - The postings for open seats will be put in the Wayuga shopper by November 19th for the following seats:

Mayor: 4 year

Justice: 4 Year

Trustee (2): 4 Year

**Meeting Minutes**

Trustee Smith made the motion to approve the meeting minutes of October 23, 2018. Trustee Stewart 2nd the motion. All voted to approve.

**Abstract #006**

Trustee Smith made the motion to approve Abstract #006 in the amount of $145,012.20 with vouchers numbered 246-309 and checks numbered 28853-28916. Total claims from the General Fund are $76,729.64. Total claims from the Water Fund are $41,089.13. Total claims from the Sewer Fund are $27,193.43. Trustee Marshall 2nd the motion. All voted in favor.

**Facility Use Request-Northup Park**

Trustee Smith made a motion to approve the Wolcott Historical Society Festival of Trees November 26-Jan 5th. Tree Lighting Dec. 8th. The Village will supply a tree for the bandstand. Specifics are on application provided. Trustee Vezzose 2nd the motion. All voted to approve.

**Mayor Henner**

The Mayor asked if the water meter was out of the former Family Dollar building. When the response was no, he requested Deputy Clerk Norsworthy to send a certified letter to the new owners requesting access.

Bid ads for the Mill Street project will be going out this week.

The Mayor drove down Washington Street to check the lighting after the last meeting. He doesn’t know what else can be done.

Mayor Henner had a phone conversation with Laurie Crane regarding the 20 mph school zone that was still posted with work being done at the school. The discussion was opened to the room. There are still safety concerns with children being dropped off and waiting for school buses. There is no knowledge of anyone getting ticketed for speeding in this area. Mr. Dreverman also questioned why take the signs down just to put them back up again? It was agreed to leave the 20 mph signs up in the school area.

Mayor Henner and Nick Rizzo discussed the difficulty with leaf pick up due to all the rain. Leaf pick will stop if the weather stays wet.

**Trustee Stewart**

Met with Jim Hughes regarding the Village of Wolcott being featured in Life in the Finger Lakes next spring.

Trustee Stewart updated the board on her NYMIR seminar and that she met with Nick Rizzo.

She recently spent 3 hours at the sewer plant.

**Trustee Marshall**

Nothing at this time.

**Trustee Smith**

Trustee Smith asked Deputy Clerk Norsworthy to confirm final water for the possible sale closing of Hickory Square.

He asked Otis Vezzose if there were any updates on the sale of the school. Response was no.

**Trustee Vezzose**

Nothing at this time

**Deputy Clerk-Treasurer**

Mr. Norsworthy presented the board a copy of a proposal to bill water on paper instead of card stock. This would be a savings of approx. $120/quarter. Mayor Henner asked that a message be added of the impending Bridge project-to include estimated closure time.

**Code Enforcement-Otis Vezzose**

Mr. Vezzose reported the possibility of new owners for Hickory Square this week. He and Trustee Marshall met with prospective owners last week.

**Executive Session**

Trustee Smith made the motion to move the meeting into executive at 7:54pm for contractual and personnel reasons. Trustee Vezzose seconded the motion. All voted in favor. Trustee Smith made the motion to move the meeting back to open session at 8:29pm. Trustee Vezzose seconded the motion. All voted in favor.

Clerk-Treasurer Acker presented the following end of year budgetary transfers that were made for FY 2017-2018:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| End of FY 2017-2018 Budgetary Transfers | | | |  |
|  |  |  |  |  |
| Transfer between A1110.4 and A1320.4 $3408.48 | | | | |
| Transfer between A1325.4 and A1320.4 $2221.53 | | | | |
| Transfer between A1362.4 and A1320.4 $207.36 | | | | |
| Transfer between A1380.4 and A1320.4 $60.96 | | | | |
| Transfer between A3102.4 and A1320.4 $594.58 | | | | |
| Transfer between A3410.4 and A1420.4 $8998.82 | | | | |
| Transfer between A3510.4 and A3620.4 $20.04 | | | | |
| Transfer between A3620.1 and A3620.4 $50.04 | | | | |
| Transfer between A5110.4 and A1420.4 $2606.40 | | | | |
| Transfer between A5110.43 and A5182.4 $2172.93 | | | | |
| Transfer between A5142.1 and A7110.4 $7240.99 | | | | |
| Transfer between A5142.4 and A7110.4 $1153.96 | | | | |
| Transfer between A7410.4 and A7110.4 $2480.52 | | | | |
| Transfer between A8010.1 and 8010.4 $200.92 | | | | |
| Transfer between A8510.4 and A8170.4 $175.00 | | | | |
| Transfer between A9030.8 and A9050.8 $618.93 | | | | |
| Transfer between A3510.1 and A3510.4 $20.04 | | | | |

Trustee Vezzose left at 8:53pm

**Deputy Clerk-Treasurer**

Mr. Norsworthy asked for an exact shut off date to print on the water bills. 1st due date is 28th, (of billing month) 2nd due date is 10th, (of following month), 3rd date and shut of date and more penalty is 13th (3 days later). Trustee Smith made the motion to approve. Trustee Marshall 2nd the motion. Mayor Henner and Trustee Stewart voted to approve.

**Adjournment**

Trustee Smith made the motion to adjourn the meeting at 9:07 pm. Trustee Marshall seconded the motion. Mayor Henner and Trustee Stewart voted to approve.

The next regularly scheduled Village Board of Trustees Meeting will be held on December 11, 2018 at 7:00pm at the Village Hall.

Respectfully Submitted,

Fran Acker

Fran Acker

Clerk-Treasurer