VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

AUGUST 13, 2019

7:00 pm

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

Others Present: Fran Acker, Brett Norsworthy, Shawn Slack, Virginia Keenan, Michael Keenan, Evan Tyler, Otis Vezzose, Nick Rizzo, George Buckalew, Robert R. Geith, Donna Graham, Ron Lancy, Jerry Lasher, and Zackery T. Powell

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

**George Buckalew-Quint Repairs**

Mr. Buckalew addressed the board that he regarding remaining work to be done on the Quint. He received an estimate of $25,475.00 from Har-Rob for needed body work. George stated that he pulled past invoices, budgets and resolutions from Clerk-Treasurer Acker and there is a remaining $22,800.00 in reserves approved for Quint repairs and has asked if it can be used for the body work repairs with the rest coming out of the General Fund.

Trustee Smith made the motion to approve the use of the remaining $22,800.00 Quint reserve to be used for the body work as proposed above by George Buckalew. Trustee Stewart 2nd the motion. All present voted in favor.

**Shawn Slack-Roney Road**

Mr. Slack discussed the possibility of moving the Roney Road water line tap due to a leak with the campground and was asking for some help from the Village. He presented some options for a permanent fix. Further discussion continued that included the board and other residents of Roney Road. Calls need to be made with the county by both sides regarding sewer lines and since this is on a county road. More discussion will take place in executive session.

**Fire Department- Chief Jerry Lasher**

Chief Lasher thanked George Buckalew for all his efforts on finishing the estimates for the Quint.

Discussed the July 2019 report. Attached.

Mayor Henner reminded Chief Lasher he would still like to meet with the department on a Monday to discuss a succession plan regarding the Pumper. He has been researching some options.

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

Trustee Stewart accompanied OIC Powell to introduce him to many of the businesses. He is continuing to make his rounds and introduce himself to the remaining ones.

OIC Powell met with Cody Donahue from Crane-Hogan, the Bridge Project Manager regarding the continue issue of pedestrians walking through the construction site even though “No Trespassing” signs have been posted at both ends and the received deposition.

Evening and overnight foot patrols and door checks have been conducted. Some doors have been found unlocked. When this happens, attempts are made by OIC Powell and 911 to contact the business owner or key holder. A letter was left for an updated contact with one instance when neither was able to be located in the event of another occurrence.

Hours of patrol have been adjusted to align with recent early morning larcenies occurring on Smith and Wright Streets.

See attached report.

**Highway Department-Nick Rizzo**

Towns of Wolcott, Butler, Huron and Rose assisted with recent road projects. Thank you notes to be sent.

Worked with the water department on misc. projects.

Signs ripped out in a couple of different areas by motor vehicles. Mr. Rizzo reported to 911 and replaced. Insurance claims have been submitted where applicable.

Mr. Rizzo addressed sidewalk on Washington Street with Otis Vezzose.

**Sewer Department-Tommy Mettler**

Mr. Mettler reported an issue with the East Port Bay Pump Station generator code boxes control units.

Nothing yet from Dave Willard regarding EQ Tanks.

**Water Department-Evan Tyler**

Mr. Tyler asked the status of the repairs for the Lake plant roof. There has been no response from Elmer Davis. Mayor Henner will follow up with them.

Mr. Tyler reported problems with the indicator lights on the control panels and pumps.

**Deputy-Clerk Norsworthy**

Deputy Clerk Norsworthy brought up a discussion of Landlord vs. Tenant for water billings. Will continue the status quo on an individual basis based upon history.

**Village Clerk-Treasurer**

Village Officials Clambake hosted by the Village of Sodus Point on September 4, 2019. The cost is $25.00 per person. Need to RSVP by August 23, 2019.

Trustee Smith made the motion to pay $329.00 to the Village of Wolcott Fire Dept. for Progressive Ins check received in October 2018 for accident/supplies reimbursement. This should have gone directly to their own account separate from the village general fund. Trustee Stewart 2nd the motion. All present voted in favor.

**Crane-Hogan Pre-Payment Application #2**

Trustee Smith made the motion to approve the pre-payment to Crane-Hogan for construction application #2 in the amount of $52,207.13 for the period of April 1-June 30, 2019. Trustee Marshall 2nd the motion. All present voted in favor.

**Meeting Minutes**

Trustee Stewart made a motion to approve July 9th, 2019 Department Head meeting minutes. Trustee Smith 2nd the motion. All present voted in favor.

**Abstract #003**

Trustee Marshall made the motion to approve Abstract #003 in the amount of $108,126.20 with vouchers numbered 98-160 and checks numbered 29374-29436. Total claims from the General Fund are $53,647.46. Total claims from the Water Fund are $13,918.73. Total claims from the Sewer Fund are $40,560.01. Trustee Stewart 2nd the motion. All present voted in favor.

**Facilities Use Requests**

Trustee Smith made the motion to approve the use of Main St. on Aug. 24, 2019 by Main Street Merchants for a charity Corn Hole tournament. Noon-9:00 pm. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve the use of Main St. on Aug. 17 , 2019 by Wolcott Lions Club for the 28th Annual Car Show 7am-4pm. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Northup Park use on Sept. 8, 2019 by First Baptist Church for EMS Appreciation Day-Remembering 9/11, 9am-2pm. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Northup Park and Gazebo use on Sept. 14, 2019 by First Baptist Church 4pm-10pm for Southern Gospel Concert. Trustee Stewart 2nd the motion. All present voted in favor.

**Mayor Henner**

Questioned the Village employees on recent violations with the Chinese restaurant and the expenses for property maintenance. Should fines start to be issued?

The backup generator has been repaired.

Bridge update: The project is 6 ½-7 weeks behind schedule the target date due to RG&E never showing up to move our line because of another project they are involved with. However, the contractual date is Oct. 31, 2019. Blue Heron is working with Nick Rizzo’s group and Crane-Hogan to install new parts in an effort to help expedite the process, then footers can be installed.

Trustee Smith left at 8:56 PM

**Trustee Stewart**

Asked about the property maintenance billing that was included in the August abstract.

Trustee Stewart wanted confirmation that proper permits were obtained for Oswego and Lake Streets. Deputy-Clerk Norsworthy verified.

**Trustee Marshall**

Asked if anything was happening with the Singletary property. Clerk Acker stated the file has been discussed with the Village Attorney and we have been advised to move forward.

**Donna Graham**

Has been involved with the Comprehensive Plan.

She has a meeting with Emily Sheridon on Friday 8/16/2019 to talk about grants for water plant and comp. plans.

**Trustee Smith returned at 9:15 pm**

Complimented that Sunset Terrace is looking great with the mowing that has taken place.

Trustee Smith asked Chief Lasher about new members. Received a response of 4 new members.

**Executive Session**

Trustee Smith made the motion to move the meeting into executive to discuss the Nuisance Abatement and Landlord Registry at 9:25 pm. Donna Graham was asked to join. Mayor Henner seconded the motion. All present voted in favor.

At 10:14 pm Ms. Graham left. The executive session continued to discuss contractual and personnel items.

Trustee Smith made the motion to move the meeting back to open session at 10:41 pm. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to pay RoadTek to finish Conklin Street not to exceed the amount of $7,000.00. Trustee Marshall 2nd the motion. All present voted in favor.

Once a response is received from Wayne County and proposed moves for fixes are approved, Trustee Smith made the motion $1,500.00 due to the Village for meter and labor. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve estimate E300 from Harter and Sons to replace the side Village Hall door and the police department door not to exceed the cost of $3,200 with them to provide more details of the doors. Trustee Stewart 2nd the motion. All present voted in favor.

**Adjournment**

Trustee Smith made the motion to adjourn the meeting at 10:52 pm. Mayor Henner 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on September 10, 2019 at 7:00pm at the Village Hall.

Respectfully Submitted,

Fran Acker

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Clerk-Treasurer