VILLAGE OF WOLCOTT

BOARD OF TRUSTEES

VILLAGE HALL CONFERENCE ROOM

DEPARTMENT HEAD MEETING

JULY 9, 2019

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

Others Present: Fran Acker, Scott Knapp, Brett Norsworthy, Dan Mettler, Kimberly Mettler, Evan Tyler, Otis Vezzose, Nick Rizzo, David Byrnes, Donna Graham, Ron Lancy, and Jerry Lasher

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

**Fire Department- Chief Jerry Lasher**

The department had 15 events last month. Monthly report attached.

Chief Lasher discussed the NY Hazard Mitigation Plan Kick off Meeting scheduled for August 1st. Mayor Henner asked that Evan Tyler get a copy of the email.

The boat has been decommissioned. Chief Lasher will run the numbers to try and locate registration.

The Mayor wants to meet with all line officers next month to discuss a truck replacement plan.

**Police Department-OIC Scott Knapp**

OIC Knapp stated that the police phones have been updated and there is now an answering machine for a tip line to report criminal activity around the village. This can also now be done on the Village website which can be submitted anonymously through a generic email. OIC Knapp thanked Deputy-Clerk Norsworthy for his work on the project.

OIC Knapp also recommended in the future a meeting with organizations before parades to coordinate different items such as barricades, route plans, etc.

See attached report

**Highway Department-Nick Rizzo**

Pot holes on Lake Ave have been repaired.

Road Tek has been contacted to start paving work on Lake Ave.

Replaced water valve with the water Dept.

Addressed some flooding complaints after storm on 6/20/2019.

See attached report.

**Sewer Department-Tommy Mettler-excused**

**Water Department-Evan Tyler**

Mr. Tyler mentioned high water at Sanford Creek. He asked if anyone knew of any grant money to run a transmission line to the golf course.

He has been staying busy with the Mill Street Bridge project.

Trustee Smith made the motion to approve Blair Quote #72377 in the amount of $862.24 for valve and related parts. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Blair Quote #72237 in the amount of $1900.14 for valve and related parts. Trustee Stewart 2nd the motion. All present voted in favor.

**Justice Court April 2019 Audit/Reconciliation**

Trustee Smith made the motion to approve the May 2019 Court audit/reconciliation. Trustee Marshall 2nd the motion. All present voted in favor.

**LaBella Est. #12**

Trustee Smith made the motion to approve prepayment of LaBella Estimate #12 in the amount of $2,419.50. Trustee Stewart 2nd the motion. All present voted in favor.

**Village Clerk/Treasurer**

Clerk Acker made the board aware that the Village received a CHIPS reimbursement in the amount of $11,500 for the new tractor purchased.

When HP Hood tried to pay their tax bills on June 21, 2019 Clerk-treasurer notified them that tax bill #74800187 in the amount of $134.93 was previously paid by Northwest Bank. Trustee Smith made the motion to refund $134.93 to Northwest Bank for tax bill #74800187 paid in error. Trustee Stewart 2nd the motion. Trustee Smith made the motion to waive the $82.15 penalty/interest for HP Hood tax bills for # 7480087 $6.75, #74800192 $70.47, and #74800193 $4.93. Trustee Marshall 2nd the motion. All present voted in favor.

**Meeting Minutes**

May 28th Department head minutes will remain unapproved due to no quorum. Neither Trustee Smith nor Trustee Stewart were present at the meeting.

Trustee Marshall made a motion to approve June 11th, 2019 Department Head meeting minutes. Trustee Stewart 2nd the motion. Mayor Henner, Trustees Marshall and Stewart all voted in favor.

Trustee Smith made the motion to transfer $2006.68 from the tax reserve created for 2018-2019 Tax Cap from Five Star Bank to the General Fund. This amount includes interest. Trustee Marshall 2nd the motion. All present voted in favor.

**Abstract #002**

Trustee Stewart made the motion to approve Abstract #002 in the amount of $76,968.80 with vouchers numbered 43-97 and checks numbered 29319-29373. Total claims from the General Fund are $50,870.70. Total claims from the Water Fund are $22,313.98. Total claims from the Sewer Fund are $3,784.12. Trustee Marshall 2nd the motion. All present voted in favor.

**Resolutions**

**Resolution No. 2019-6**

Introduced by: Dan Smith

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 2019 examining such records.

Adopted by the following vote:

Ayes: Mayor Henner, Trustee Smith, Marshall and Stewart

Absent:

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 9th day of July, 2019 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 9th day of July, 2019.

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Village Clerk

**Facilities Use Requests**

Trustee Smith made the motion to approve Northup Park and Gazebo use on July 20, 2019 by Holding onto Hope. 8am-6pm. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Northup Park use on July 24, 2019 by Wolcott Rotary/Council of Churches. 10am-2pm. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Northup Park use on Aug. 17, 2019 by Wolcott Faith UMC/Scarlet Thread NRW Youth Center. 9am-2pm. Trustee Marshall 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve Northup Park and Gazebo use on Aug. 18, 2019 by Wolcott Faith UMC. 12pm-5pm. Trustee Stewart 2nd the motion. All present voted in favor.

**Mayor Henner**

Update on the Town of Wolcott sewer project: They are working on putting out bids for EQ Tank, aiming for late summer/early fall.

Production meeting on the bridge was last week. The breach with the damn put the project behind a couple of weeks but confident contractors can get back on track. Some detour signs have been moved. Since the project is state funded, the request for more signs needs to go through NYS.

Mayor Henner updated the status of the latest nuisance abatement documents are with the Village Attorney to be reviewed.

Asked code enforcement the status of needed properties clean-up? Mr. Vezzose stated he is waiting on his help’s schedule to be cleared in order to assist with the needed clean up.

The Mayor asked if we had drainage maps for Draper Street.

**Trustee Stewart**

Trustee Stewart mentioned there would be a memorial service for John Munson on July 13, 2019.

Met with Nick Rizzo regarding the work needed on the north side of the Village Hall.

**Trustee Marshall**

Bob Reed asked if they bought the tree if the Village would provide the labor to replace at their location. This was discussed with Nick Rizzo. It was suggested to try and trim the existing tree 1st.

**Trustee Smith**

Nothing at this time.

**Brett Norsworthy-Garrett Mayer**

Mayer Bros. bought Marshall Pet Products and want to come on line to our sewer. Mr. Norsworthy explained the Village code states a user must be a taxpayer for sewer hookup. Other users would fall under the PILOT program. The board instructed Mr. Norsworthy to reach back out and reaffirm this is the policy for the location of their business.

**Dan Mettler**

Mr. Mettler is interested in a catch basin on Butler Street for better drainage before he puts in a new driveway. Trustee Marshall and Nick Rizzo will stop by his home to take a look and see what is needed and to better understand what Mr. Mettler is requesting.

**Donna Graham**

Ms. Graham asked what was being done about the Trustee seat left vacant by the resignation of Anthony Vezzose. Mayor Henner explained that there is less than a year before that seat was up for election and that he has not made a decision to fill in any other manner at this point.

She has been taking pictures of the bridge construction activity and submitting to Deputy-Clerk Norsworthy to post on the Village website. This prompted a conversation that the ADA notified the OIC that the contractors will press trespassing charges against ANYONE caught beyond the barriers or on construction equipment.

She asked who is responsible for the apron at the end of her driveway. Mr. Rizzo will stop by and take a look at the area.

**Executive Session**

Trustee Smith made the motion to move the meeting into executive to discuss a contractual issue at 8:33pm. Mr. Evan Tyler asked if he could remain. Trustee Marshall seconded the motion. All present voted in favor.

At 9:15 pm Mr. Tyler left. The executive session continued to discuss contractual and personnel items.

Trustee Marshall made the motion to move the meeting back to open session at 9:49 pm. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to approve the Harter and Sons Construction estimate E314 for the Sewer Dept. in the amount of $2,800.00. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to accept Scott Knapp’s letter of resignation effective July 11th, 2019. Trustee Stewart 2nd the motion. All present voted in favor.

Trustee Smith made the motion to hire Zackery Powell as Full Time Police Officer in Charge effective July 10th, 2019 at a rate of $20.00 pending a background check. He will be on a 6 month probationary period. This follows the terms outlined in the Union Contract.

**Adjournment**

Trustee Stewart made the motion to adjourn the meeting at 10:20 pm. Trustee Marshall 2nd the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on August 13th, 2019 at 7:00pm at the Village Hall.

Respectfully Submitted,

Fran Acker

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Clerk-Treasurer