VILLAGE OF WOLCOTT

VILLAGE HALL CONFERENCE ROOM

BOARD OF TRUSTEES

FEBRUARY 8, 2022

7:00 pm

Members Present: Deputy Mayor Smith, Trustees: Andrew Marshall, Dave Lewis and Misty Harper

Excused: Mayor Chris Henner

Others Present: Fran Acker, Kara Chapin and Brian Ritchie

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

**Kara Chapin-Village Historian**

Trustee Lewis made the motion to appoint Kara Chapin Village Historian replacing Norma Stewart. Trustee Harper 2nd the motion. All present voted in favor.

**CARES CDBG Funding for Fire Truck**

The public hearing originally scheduled for January 31, 2022 for the CARES CDBG grant had to be rescheduled to allow 10 days from when 1st posted in the Finger Lakes Times, one of the Village’s official newspaper. Trustee Lewis made the motion to reschedule the public hearing to February 22nd, 2022 at 6:30 pm before the regular scheduled Village Board Meeting. Trustee Harper 2nd the motion.

Trustee Lewis made the motion to approve amending the amount of the contract payment to Municipal Solutions by $1,000 from $3,500.00 not to exceed $4,500 for processing the CARES CDBG grant documentation to replace the E-32 pumper. Trustee Harper 2nd the motion. All present voted in favor.

**Police Department-Brian Ritchie-OIC**

OIC Ritchie will not be at the Department Head meeting on February 22, 2022 but he will have stats available for that meeting. He also stated that he is working on obtaining 2 desks from the former Electromark building.

**Colacino Industries Invoice #57916**

Trustee Harper made a motion to approve payment of invoice #57916 for Project #31346-Weager Springs Annual Hosting Plan in the amount of $4,670.00. Trustee Marshall 2nd the motion. All present voted in favor.

**Court Audit**

Trustee Lewis made the motion to accept and approve the December 2021 Court Audit. Trustee Marshall 2nd the motion. All present voted in favor.

**Just Solutions Pre-Payment**

Trustee Lewis made the motion to pre-pay Just Solutions invoice #114446 in the amount of $992.25 for February 2022 IT monitoring and service. Trustee Marshall 2nd the motion. All present voted in favor. Just Solutions 3 year contract has expired. The Village is currently looking for other options.

**Meeting Minutes**

Trustee Marshall made the motion to accept and approve the minutes from the January 11, 2022 Meeting, which was previously tabled due to a lack of quorum. Trustee Harper 2nd the motion. Trustees Lewis, Marshall and Harper voted in favor. Deputy Mayor Smith abstained since he was absent from the meeting.

Trustee Marshall stated that the minutes from January 25, 2022 needed to be corrected regarding the motion for Municipal Solutions “*Trustee Marshall made the motion to approve Municipal Solutions to process the CARES CDBG Grant application for a fee not to exceed $3,500. Trustee Marshall 2nd the motion. All present voted in favor.* “ This is amended to read: “*Trustee Marshall made the motion to approve Municipal Solutions to process the CARES CDBG Grant application for a fee not to exceed $3,500. Trustee Lewis 2nd the motion. All present voted in favor.* “ Trustee Marshall made the motion to accept the minutes from the January 25th, 2022 board meeting with the above amendment. Trustee Lewis 2nd the motion. Deputy Mayor Smith, Trustees Marshall and Lewis voted in favor. Trustee Harper abstained since she was absent from the meeting.

**Abstract**

Trustee Marshall made the motion to approve Abstract #009 in the amount of $115,305.40, with vouchers numbered 453-504 and checks numbered 31123-31174. Total claims from the General Fund are $44,627.18. Total claims from the Water Fund are $18,288.98. Total claims from the Sewer Fund are $52,389.24. Trustee Harper seconded the motion. All present voted in favor.

**Deputy Mayor Smith**

Deputy Mayor Smith asked if anyone knew the status of the office cleaner. Clerk-Treasurer Acker responded nothing official has been received but the cleaner has not been in since the end of December 2021. Village employees have all been pitching in to keep their areas clean. Clerk-Treasurer Acker will send an email to Fran Norsworthy asking her intent to continue cleaning and the situation will be revisited at the next board meeting.

**Trustee Harper**

Nothing at this time.

**Trustee Marshall**

Nothing at this time.

**Trustee Lewis**

Trustee Lewis complimented the Highway crew on cleaning up the snow banks.

**Time for Public**

Kara Chapin provided an update on the Historical Society since Norma Stewart has left. 2023 is the 200 year anniversary of Old Wolcott and there is still a lot of activities being planned.

**Code Enforcement**

Scheduled Nuisance abatement -5984 Williams Street owner was a no show. A follow up meeting request will be hand delivered for March 8, 2022.

**Executive Session**

Deputy Mayor Smith made the motion to move the meeting into Executive session for a Highway Personnel matter at 7:16 pm. Trustee Harper 2nd the motion. All present voted in favor.

Deputy Mayor Smith made the motion to move the meeting back to open session at 7:30pm. Trustee Marshall 2nd the motion. All present voted in favor.

**Adjournment**

Trustee Marshall made the motion to adjourn the meeting at 7:46 pm. Trustee Lewis seconded the motion. All present voted in favor.

The next regularly scheduled Village Board of Trustees Meeting will be held on February 22, 2022 at 7:00pm immediately following the Public Hearing, in the Village of Wolcott Conference Room.

Respectfully Submitted,

Fran Acker

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Clerk-Treasurer