

**VILLAGE OF PORT LEYDEN
BOARD OF TRUSTEES**

Meeting Minutes
January 19, 2026

Call to Order

Mayor Collins called the regular meeting for the Board of Trustees of the Village of Port Leyden to order at 5:00 PM on January 19, 2026, with the pledge of allegiance/moment of silence.

Roll Call:

The meeting included the following board members:

Mayor Heather Collins, Trustee Nicholas Byrne, Trustee Charles Kraeger Jr, Trustee Deborah Belmont, Trustee Jennifer Samson and Clerk/Treasurer Janice Dosztan

Guests: DPW Superintendent Marshall Mooney, Jon Capron, Christine Orlando (Co Stream), Andy Sarge (Co Stream), Jake Yousey, Anthony Young, Trevor Samson, and Lois Compo.

CO STREAM:

Andy Sarge from Co Stream gave the Village Board a presentation on their SCADA program. The price would be \$6,000.00 annual and that would include multiple users at no additional charge.

Sewer & Water Project Updates:

Jake Yousey reviewed the update on the Sewer & Water Project provided by B&L.

Further discussion was held on the influent screen at the sewer plant. Currently, the Village Board does not want to approve Pay application #4 for Powis Construction. Anthony Young asked if the Village Board would approve the pay application if the influent screen was removed; the board agreed.

**RESOLUTION #1-2026
APPROVE PAY APPLICATION #4**

Motion by Trustee Byrne and seconded by Trustee Kraeger to approve Pay Application #4 minus the influent screen. Motion carried with 5 ayes and 0 nays

**RESOLUTION #2-2026
AUTHORIZE CERTIFICATION
OF SUBSTANTIAL COMPLETION**

Motion by Trustee Samson and seconded by Trustee Byrne to authorize the Certification Of Substantial Completion on the Wastewater Project. Motion carried with 5 ayes and 0 nays

Approval of Minutes:

Motion by Trustee Belmont and seconded by Trustee Byrne to accept December 15, 2025, monthly meeting minutes as amended. Motion carried with 5 ayes and 0 nays.

Approval of Vouchers:

Abstract #8 January –

General - \$74,426.24

Water - \$5,264.86

Sewer - \$5,226.67

Wastewater Capital Project - \$420,238.95

Motion by Trustee Kraeger and seconded by Trustee Samson to pay January's vouchers. Motion carried with 5 ayes and 0 nays.

Unfinished Business:

Community Park Update –Clerk Dosztan try to contact to The Builders regarding the pavilion and request they apply for the building permits; received no response. Mayor Collins will reach out to them.

DPW Superintendent Mooney will reach out to several vendors on receiving quotes on a new heating/cooling system for the Community Hall.

DPW Superintendent Mooney received a quote from Reali Clean LLC to strip & wax the Community Hall for \$2,460.00.

**RESOLUTION #3-2026
ACCEPT REALI CLEAN LLC
QUOTE**

Motion by Trustee Byrne and seconded by Trustee Samson to accept Reali Clean LLC quote to strip & wax the Community Hall for \$2,460.00. Motion carried with 5 ayes and 0 nays.

DPW Superintendent Mooney will contact them to set a date and request their Certificate of Liability Insurance.

Correspondence:

Bernie Howard Lost Trail Snowmobile Club contacted the Village to discuss the snowmobile trail crossing Village property on Holmes Road for the 2026/2027 season. DPW Superintendent Mooney will meet with him in the summer to discuss it further and a decision will be made next fall.

New Business:

No New Business

2026 ORGANIZATIONAL:

Discussion was held on the 2026 Organizational –
Official Newspaper – Lowville Journal and/or Watertown Daily Times
Monthly Meeting – 3rd Monday of the month at 5:00 PM
Official Bank – Community Bank N.A.
Health Officer – Diana Manning
Set Mileage Rate - \$.72/mile

**RESOLUTION #4-2026
2026 ORGANIZATIONAL**

Motion by Trustee Kraeger and seconded by Trustee Byrne to accept 2026 Organizational as indicated above. Motion carried with 5 ayes and 0 nays.

Mayor –

2 million Water Project Grant was awarded to the Village.

Further discussion was held on using Jake breaks in the Village and at this time the Village Board does not want to take any action.

Clerk/Treasurer –

The clerk/treasurer will be on vacation from February 20-27, 2026.

Superintendent –

Clerk Dosztan informed the Village Board that the Village received its CHIPS monies and would like authorization to pay off the short-term loan at Community Bank.

**RESOLUTION #5-2026
COMMUNITY BANK N.A.
SHORT-TERM LOAN**

Motion by Trustee Kraeger and seconded by Trustee Samson to authorize Clerk Dosztan to pay off the short-term loan with Community Bank N.A. Motion carried with 5 ayes and 0 nays.

DPW Superintendent Mooney requested the Board approval for Ryan Battles and himself to attend the Grade C & D Initial Certification Course hosted by NYS Rural Water Association. The cost is \$900.00/person.

**RESOLUTION #6-2026
APPROVE
NYS RURAL WATER ASSOCIATION
GRADE C & D INITIAL CERTIFICATION COURSE**

Motion by Trustee Kraeger and seconded by Trustee Samson to authorize DPW Superintendent Mooney and Ryan Battles to attend the Grade C & D Initial Certification Course hosted by NYS Rural Water Association for \$900.00/person. Motion carried with 5 ayes and 0 nays.

Shue Brothers donated a load of sand to the Village for residents to use for their driveways.

Fire Department Liaison –

Jon Capron informed the Village Board that the Fire Department is working with Naturally Lewis for a new marquee.

Public Comment:

Next regular meeting will be held February 16, 2026, at 5:00 PM.

Adjournment:

7:15 PM - Motion by Trustee Samson, seconded by Trustee Kraeger to adjourn the meeting.
Motion carried with 5 ayes and 0 nays.

Minutes submitted by: _____

JD