

**VILLAGE OF PORT LEYDEN  
BOARD OF TRUSTEES**

*Meeting Minutes*  
**June 9, 2025**

**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 June 9, 2025, 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 Jennifer Samson, Trustee Deborah Belmont, and Clerk/Treasurer Janice Dosztan

Guests: Jon Capron, Charity Hoffert, Larry Hoffert, Trevor Samson, and Kevin Dailey

**Sewer & Water Project Updates:**

Mayor Collins gave the Village Board an update on the Sewer Project and Water Project from B&L. The paving on Pearl St has been completed. There was a concern on a resident's driveway; they will come back to repair.

**Approval of Minutes:**

Motion by Trustee Samson and seconded by Trustee Byrne to accept May 19, 2025, monthly meeting minutes as amended. Motion carried with 5 ayes and 0 nays.

**Approval of Vouchers:**

Abstract #1 June –

General - \$32,578.19

Water - \$5,445.22

Sewer - \$3,820.32

Water Capital Project - \$29,250.80

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

**Unfinished Business:**

Mayor Collins informed the Board that she has completed engineered plans for the pavilion.

Trustee Belmont informed the Board that the picnic tables are all painted; they are just waiting for artwork to be put on the tops of them. Further discussion was held on the roofs at the Community Park. The Board would like the tin to be put over the roofs that have shingles; the tin roofs will be painted. The playground equipment installation will need a crew of people and possibly an engineer who deals with playground equipment assembly.

Jon Capron said the park looks nice and is happy with the improvements.

Mayor Collins thanked the Fire Department for their involvement in the Village wide garage sales weekend. They did a great job with “touch a truck”.

**Correspondence:**

None

**New Business:**

Mayor Collins and several trustees received ATV use complaints in Village. Mayor Collins informed them to contact the sheriff's office. She also will reach out to Sheriff Carpinelli to ask for more patrol in the Village.

Mayor Collins informed the Village Board that she will be working on the Hazard Mitigation MOU w/Lewis County.

A discussion was held on general park use and procedures/policies.

Eastern Shore Insurance asked if the Village would like to increase our deductible for JS Koster Hose Co. from \$250.00 to \$1,000.00. This would be a premium savings of \$170.00.

**RESOLUTION #23-2025**  
**EASTERN SHORE INSURANCE**  
**DEDUCTABLE CHANGE**  
**JS KOSTER HOSE CO**

Motion by Trustee Samson and seconded by Trustee Kraeger to change the deductible with Eastern Shore Insurance for JS Koster Co from \$250.00 to \$1,000.00. Motion carried with 5 ayes and 0 nays.

Kevin Dailey spoke to the Village Board regarding holding a Slow Pitch Tournament and 5 K Run Fundraiser at the Village Park. The Board indicated that he would need to supply a Certificate of Liability Insurance Form and information on the recipient/organization for the fundraiser before approval.

**Mayor –**

No Report

**Clerk/Treasurer –**

No Report

**Superintendent –**

Clerk Dosztan informed the Village Board that the letter has been sent to the resident on Quarry St regarding him filling in the ditch without approval.

**Village of Port Leyden**

**Minutes (June 9, 2025)**

**Page 3**

Mayor Collins informed the Board that the resident has been in contact with the DPW Superintendent. DPW Superintendent Mooney informed her that he has volunteered to assist him with installing the culverts on his own time.

**Fire Department Liaison –**

Jon Capron informed the Board that the Fire Department will be replacing the 1997 Ford Mini and 1989 Pierce for a 2025 Brush truck. They will be trading both trucks in towards the purchase of the new truck.

Jon also asked the Board if they would consider a Fire Tax on the Village Taxes. Clerk Dosztan will consult with the Village attorney.

**Public Comment:**

Mayor Collins informed the Board that the batting cages will be installed soon.

Next regular meeting will be held July 21, 2025, at 5:00 PM.

**Adjournment:**

6:25 PM - Motion by Trustee Belmont, seconded by Trustee Kraeger to adjourn the meeting. Motion carried with 5 ayes and 0 nays.

Minutes submitted by: \_\_\_\_\_

*JD*