

**VILLAGE OF PORT LEYDEN
BOARD OF TRUSTEES**

Meeting Minutes
April 14, 2025

Call to Order

Mayor Collins called the regular meeting and Public Hearing for the 2025-2026 Tentative Budget for the Board of Trustees of the Village of Port Leyden to order at 5:00 PM on April 14, 2025, with the pledge of allegiance/moment of silence.

Roll Call:

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: DPW Superintendent Marshall Mooney, Charity Hoffert, Larry Hoffert, Lois Compo, and Christine Healt

Public Hearing – 2025/2026 Tentative Budget

Clerk Dosztan reviewed the 2025/2026 Tentative Budget and asked for public comments.

Motion by Trustee Kraeger and seconded by Trustee Samson to close the Public Hearing at 5:30.

Sewer & Water Project Updates:

Mayor Collins gave the Village Board an update on the Sewer Project and Water Project from B&L. Powis Excavating & Contracting is back on site at the wastewater facility.

Approval of Minutes:

Motion by Trustee Kraeger and seconded by Trustee Samson to accept March 17, 2025, monthly meeting minutes as amended. Motion carried with 5 ayes and 0 nays.

Approval of Vouchers:

Abstract #11 April –

General - \$33,673.27

Water - \$1,321.33

Sewer - \$52,400.80

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

Unfinished Business:

Mayor Collins informed the Board that village residents are showing interest in volunteering to assist at the community park. A list of projects that need to be completed and volunteer dates will be decided on and advertised.

Correspondence:

Mayor Collins informed the Village Board that the Pro-Housing Community letter has been sent to affirm and continue the Village's pro-housing community initiative.

A letter of support was sent to Lewis County Planning Department regarding the Complete Streets Funding. The Village will benefit directly from grant funding; the county will administer the funding.

Hartley's Meat Market is now open, and they plan to have a grand opening, date TBD.

Mayor Collins informed the Village Board that a sewer lateral was replaced in front of Hartley's Meat Market. More laterals will also need to be replaced.

New Business:

Mayor Collins informed the Village Board that she received the necessary volunteers to proceed with the Zoning Committee formation.

June 7, 2025, will be Village Wide Garage Sales. The fire department will be hosting "Touch A Truck" from 11:00-2:00 and the ladies auxiliary will be hosting a basket auction starting at 10. The fire department and ladies auxiliary will be creating a flyer that lists all the events.

Mayor –

Mayor Collins informed the Board that she would like to create a newsletter to update the community on current and future village projects as well as volunteer opportunities. The newsletter would be on the Village's website, post office, library, and community board.

Clerk/Treasurer –

Clerk Dosztan informed the Board that a special meeting needs to be held to pass the Budget.

**RESOLUTION #19-2025
SCHEDULE
FINAL BUDGET**

Motion by Trustee Samson and seconded by Trustee Kraeger to schedule the Final Budget meeting for Thursday May 1, 2025, at 4:30 at the Village Clerks Office. Motion carried with 5 ayes and 0 nays.

The water/sewer re-leivies have been mailed; final payment is due by April 27, 2025. If payment is not received, it will appear on the Villag Tax invoice.

Superintendent –

DPW Superintendent Mooney informed the Board that he has listed the equipment that's for sale on Auctions International.

Mahindra Tracter
2 Sanders (1 works/1 does not)
Toro walk behind mower.

He also informed the Board that he's received the skid steer, bucket; and the snowblower should be delivered next week.

He also asked the Village Board if he could replace the broom bristles for approximately \$500.00.

**RESOLUTION #20-2025
BROOM BRISTLE
REPLACEMENT**

Motion by Trustee Byrne and seconded by Trustee Kraeger to authorize DPW Superintendent to replace the broom bristles for approximately \$500.00. Motion carried with 5 ayes and 0 nays.

He also informed the Village Board that street sweeping has begun.

Fire Department Liaison –

Clerk Dosztan informed the Fire Department that the following members have been added to the gas card account –

Ben McDonald
Larry Hoffert
Charity Hoffert
Dakota Rookey
Robert Farr 11
Jennifer Samson

Mayor Collins has the fire contracts from the Town of Leyden and will be reviewing and meeting with Jon Capron for signature.

Public Comment:

Lois Compo asked Mayor Collins if she had information on the memorial benches? She would like to donate one to the Village in her late husband's name.

Christine Healt informed the Board of grants and training available.

Village of Port Leyden
Minutes (April 14, 2025)
Page 3

The next regular meeting will be May 19, 2025, at 5:00 PM at the Town of Leyden Justice Building. A special meeting to pass the budget will be May 1, 2025, at 4:30 PM at the Clerk's office.

Adjournment:

6:15 PM - Motion by Trustee Kraeger, seconded by Trustee Samson to adjourn the meeting. Motion carried with 5 ayes and 0 nays.

Minutes submitted by: _____

JD