

**VILLAGE OF PORT LEYDEN
BOARD OF TRUSTEES**

Meeting Minutes
January 15, 2024

Call to Order

Mayor Collins called the monthly meeting for the Board of Trustees of the Village of Port Leyden to order at 6:00 PM on January 15, 2024.

Roll Call:

Meeting included the following board members:

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

Guests: Trevor Samson, Charity Hoffert, Larry Hoffert, Robert Farr, Dennis Weber, Ben McDonald, Terry Swiernik, Janice Belmont, Anthony Belmont, Nancy Fruin, Joanne Malone, and Angie Kimball

Approval of Minutes:

Motion by Trustee Samson and seconded by Trustee Belmont to accept January 2, 2024 Emergency Meeting Minutes. Motion carried with 4 ayes and 0 nays.

Approval of Vouchers:

January –

General - \$16,581.26

Water - \$5,395.02

Sewer - \$11,827.64

Motion by Trustee Kraeger and seconded by Trustee Belmont to accept January's vouchers. Motion carried with 4 ayes and 0 nays.

Unfinished Business:

Sewer Capital Project – Anthony Young B & L. The Village needs to appoint an Officer for the Fair Housing Policy and appoint the Labor Standards Compliance Officer.

**RESOLUTION #3-2024
APPOINTING THE FAIR HOUSING
POLICY OFFICER**

WHEREAS, The Village of Port Leyden Board of Trustees appoints Deborah Belmont as the Fair Housing Policy Officer.

NOW, THEREFORE, be it so RESOLVED that the Village of Port Leyden appoints a Fair Housing Officer to oversee the Fair Housing Policy prohibiting discrimination in housing.

A motion to adopt the above resolution was made by Trustee Jennifer Samson, seconded by Charles Kraeger, and upon a roll call vote of the Board was duly adopted as follows:

Mayor Heather Collins – Aye

Trustee Charles Kraeger – Aye

Trustee Jennifer Samson – Aye

Trustee Deborah Belmont – Abstained

**RESOLUTION #4-2024
APPOINTING THE LABOR
STANDARDS COMPLIANCE OFFICER**

WHEREAS, The Village of Port Leyden Board of Trustees appoints Janice Dosztan as the Labor Standards Compliance Officer.

NOW, THEREFORE, be it so RESOLVED that the Village of Port Leyden appoints a Labor Standards Compliance Officer to oversee Davis-Bacon labor standards compliance.

A motion to adopt the above resolution was made by Trustee Jennifer Samson, seconded by Trustee Deborah Belmont, and upon a roll call vote of the Board was duly adopted as follows:

Mayor Heather Collins – Aye Trustee Charles Kraeger – Aye
Trustee Jennifer Samson – Aye Trustee Deborah Belmont – Aye

2024 Organizational:

Deputy Mayor – Charles Kraeger
Registrar of Vital Statistics – Janice Dosztan (January 1, 2024-December 31, 2025)
Village Attorney – Ian Gilbert
Official Newspaper – Journal & Republican
Regular meetings of the Board of Trustees will be on the third Monday of each month at 6:00 PM - Location for meetings will be the Town of Leyden Justice Building.

**RESOLUTION #5-2024
ORGANIZATIONAL**

Motion by Trustee Kraeger and seconded by Trustee Belmont to accept 2024 Appointments.
Motion carried with 4 ayes and 0 nays.

New Business:

The Village received a quote from Pixamation to back up the Clerk and Mayors computers monthly for \$55.00/month.

**RESOLUTION #6-2024
APPOINT PIXAMATION
FOR MONTHLY COMPUTER SERVICES**

Motion by Trustee Krager and seconded by Trustee Samson to Pixamation – Timothy Munn back up data from the Clerk and Mayors computer monthly for \$55.00/month. Motion carried with 4 ayes and 0 nays.

Mayor Collins informed the Board that the DPW Superintendent & Laborer positions will be advertised in the Boonville Herald and Journal & Republican.

Trustee Kraeger informed the Board that the window on the Mahindra tractor had been smashed out. Trustee Kraeger will file a police report and get quotes to have it replaced.

Correspondence:

Mayor Collins read a letter from Lois Comp that the Village was copied on regarding the drainage ditches on State Route 12. She feels they are unsafe and could cause an accident.

Other Business:

Mayor Collins informed the Board that Department of Health Water Operators are from Boonville. Mr. Curly was on site and met with the operators.

Collin Fayle – Wastewater Operator has decided to stay on with the Village.

Lewis County DOT has been helping the Village with snow removal.

CTHC:

Angie Kimball informed the Board of the grants that are available to the Village and the deadlines. She also reminded the Board of the Tug Hill Commission 2024 Conference that will be held at Turning Stone.

Public Comment:

Janice Belmont asked the Board if they planned to file a police report and have the windshield on the Mahindra tractor repaired; Trustee Kraeger informed her that he planned to do both.

Trevor Samson – PL Fire Department asked the Board if they had any plans for the basketball courts. With the filed day building gone, the fire department would like the Village to consider using it as a helicopter pad. Trustee Belmont believes this would be a good idea. The Board asked Mr. Samson to provide the Board with more information on the landing pad.

Executive Session:

A motion was made by Trustee Samson and seconded by Trustee Kraeger to go into executive session at 6:45 to discuss a personnel matter.

A motion was made by Trustee Samson and seconded by Trustee Kraeger to exit the executive session at 7:31; no action taken.

The next regular meeting will be February 19, 2024 at 6:00 PM at the Town of Leyden Justice Building

Adjournment:

7:31 PM - Motion by Trustee Belmont, seconded by Trustee Samson to adjourn the meeting. Motion carried with 4 ayes and 0 nays.

Minutes submitted by: _____
JD