

**VILLAGE OF PORT LEYDEN  
BOARD OF TRUSTEES**

*Meeting Minutes*  
**December 15, 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 December 15, 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 Deborah Belmont, Trustee Jennifer Samson and Clerk/Treasurer Janice Dosztan

Guests: DPW Superintendent Marshall Mooney, Danali Detrich, Charity Hoffert, Larry Hoffert, and Lois Compo

**Sewer & Water Project Updates:**

Mayor Collins reviewed the update on the Sewer & Water Project provided by B&L.

Further discussion was held on the influent screen at the sewer plant. Superintendent Mooney informed the board that the sluice screen is freezing with cold temperatures. Powis has installed heaters, but the breakers keep tripping. Jeff Powis informed Superintendent Mooney that they would purchase a \$15,000.00 shed to cover the screen. The board felt this may be a safety concern and would not be interested in the shed. If they can't get the screen from freezing, they would like the influent screen that is made for outdoor conditions purchased and installed.

**Approval of Minutes:**

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

**Approval of Vouchers:**

Abstract #7 December –  
    General - \$30,709.51  
    Water - \$12,964.76  
    Sewer - \$7,986.84

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

**Unfinished Business:**

Community Park Update – Community Connections Fund Grant has been extended until June 1, 2026. Clerk Dosztan will reach out to The Builders regarding the pavilion and request they apply for the building permits.

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

Mayor Collins informed the Village Board that the landowner on Douglas Street has started the eviction process.

Further discussion was held on refinishing the floors in the Community Hall; call for quotes.

**Correspondence:**

Further discussion was held on Mark Lemiux – Port Leyden Portal water/sewer rates. As discussed in the past, the Board does not want to change his rate. He indicated that he would have 10 units soon. The Board will not change his billing structure until the Capital Water Project is completed and the new billing structure is implemented.

**RESOLUTION #45-2025  
PORT LEYDEN PORTAL**

Motion by Trustee Samson and seconded by Trustee Belmont to bill the Port Leyden Portal for 10 units of water/sewer each until the Capital Water Project is completed and the new billing structure is implemented. Motion carried with 5 ayes and 0 nays.

**New Business:**

Mayor Collins informed the Village Board that the Village’s Hazard Mitigation Plan needs to be adopted.

**RESOLUTION #46-2025  
ADOPT HAZARD  
MITIGATION PLAN**

Motion by Trustee Byrne and seconded by Trustee Samson to adopt the Hazard Mitigation Plan. Motion carried with 5 ayes and 0 nays

**Mayor –**

No Report

**Clerk/Treasurer –**

No Report

**Superintendent –**

The chain on the sander broke and has been replaced.

Clerk Dosztan asked if there's been an update on the CHIPS payment; there has not but we should be receiving it soon.

**Fire Department Liaison –**

Adirondack Doors supplied a quote to replace the door, tracks, and openers at the Fire Department.

Doors/Tracks/Openers - \$33,000.00

Doors \$28,346.00

Larry Hoffert informed the Board that Engine #3 is broke down and the ECM needs to be replaced. He's unsure of the cost.

**Public Comment:**

Denali Detrich informed the Board of grants and training available.

Next regular meeting will be held January 19, 2026, at 5:00 PM.

**Adjournment:**

6:48 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*