

**VILLAGE OF PORT LEYDEN
BOARD OF TRUSTEES**

Meeting Minutes
February 16, 2026

Call to Order

Deputy Mayor Kraeger called the regular meeting for the Board of Trustees of the Village of Port Leyden to order at 5:00 PM on February 16, 2026, with the pledge of allegiance/moment of silence.

Roll Call:

The meeting included the following board members:

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

Guests: DPW Superintendent Marshall Mooney, Lois Compo, Megan Krokowski, Delani Detrich, Jim McCauley, and Trevor Samson

Comprehensive Plan:

Megan Krokowski – Lewis County Community Development Specialist reviewed the Village of Port Leyden’s Comprehensive Plan and asked for comment. She indicated a Public Hearing would need to be scheduled.

**RESOLUTION #7-2026
SCHEDULE PUBLIC HEARING
COMPREHENSIVE PLAN**

WHEREAS, the Village of Port Leyden has prepared a draft Comprehensive Plan to guide future growth and development; and

WHEREAS, pursuant to **General Municipal Law §239-m**, the proposed Comprehensive Plan must be referred to the Lewis County Planning Board for review prior to adoption; and

WHEREAS, the Village Board is the leading agency for purposes of environmental review under the **State Environmental Quality Review Act (SEQRA)** and has **reviewed and accepted Part 1 of the Environmental Assessment Form (EAF) as accurate for the proposed action**; and

NOW, THEREFORE, BE IT RESOLVED that:

1. The Village Board hereby **sets a public hearing** on the proposed Comprehensive Plan for **March 16, 2026, at 5:00 PM at Town of Leyden Justice Building** 3514 Mechanic St Port Leyden to hear all persons interested in the matter; and
2. The Village Clerk shall **refer to the proposed Comprehensive Plan and the accepted EAF Part 1** to the **Lewis County Planning Board** for review in accordance with **GML §239-m**; and
3. This resolution shall take effect immediately.

Motion by Trustee Samson and seconded by Trustee Belmont. Motion carried with 4 ayes and 0 nays.

Sewer & Water Project Updates:

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

Discussion was held on the SCADA system.

**RESOLUTION #8-2026
AQUA LOGICS
SCADA SYSTEM**

Motion by Trustee Belmont and seconded by Trustee Samson to approve Aqua Logics quote for the SCADA System for \$143,685.00. Motion carried with 4 ayes and 0 nays.

Approval of Minutes:

Motion by Trustee Byrne and seconded by Trustee Samson to accept January 19, 2026, monthly meeting minutes as amended. Motion carried with 4 ayes and 0 nays.

Approval of Vouchers:

Abstract #9 February –
General - \$60,446.30
Water - \$2,721.45
Sewer - \$276.22

Motion by Trustee Samson and seconded by Trustee Byrne to pay February's vouchers. Motion carried with 4 ayes and 0 nays.

Unfinished Business:

Deputy Mayor Kraeger will reach out to DNS Doors for a quote for the overhead doors at the fire department.

Correspondence:

North County Regional EMS Council, Inc. will hold a public hearing on March 2, 2026, at 7 PM at the Harrisville Central School District. The hearing is for approval to expand their ambulance services to include the Town of Diana, Village/Hamlet of Harrisville, and the Town of Pitcairn.

New Business:

Discussion was held on the cost to rent the Community Hall for active JS Koster firefighters, EMS, and ladies auxiliary.

**RESOLUTION #9-2026
COMMUNITY HALL RENTAL**

Motion by Trustee Samson and seconded by Trustee Byrne to charge active JS Koster Hose Company firefighters, EMS, and ladies' auxiliary members \$200.00 with \$100.00 refundable deposit. Motion carried with 4 ayes and 0 nays.

Mayor –

No report

Clerk/Treasurer –

Schedule budget workshop for 2026/2027 fiscal year budget.

**RESOLUTION #10-2026
SCHEDULE BUDGET WORKSHOP**

Motion by Trustee Belmont and seconded by Trustee Samson to schedule a budget workshop for March 12, 2026, at the Village Clerks office. Motion carried with 4 ayes and 0 nays.

Superintendent –

DPW Superintendent Mooney informed the Board that the Village has several residents with frozen water pipes. They are frozen on their property so unfortunately there's little the village can do.

Fire Department Liaison –

The fire department is currently holding a raffle - \$10.00 each or 3 for \$20.00.

The heater needs to be replaced in the apparatus bay.

Public Comment:

Denali Detrich informed the Board of grants and training available.

Lois Compo asked if the Village knew that the Town Justice is not renewing her term; they don't as the Village no longer has a judge.

Motion by Trustee Samson to enter executive session at 5:55 to discuss a personnel matter; seconded by Trustee Belmont. Motion carried with 4 ayes and 0 nays.

Motion by Trustee Samson to exit executive at 6:10; seconded by Trustee Belmont. Motion carried with 4 ayes and 0 nays.

DPW Superintendent Mooney and Ryan Battles plan to attend the NYS Rural Water Association training to receive their water license. When DPW Superintendent Mooney was hired, it was agreed upon he would receive a raise.

**RESOLUTION #11-2026
DPW SUPERINTENDENT
RATE OF PAY**

Motion by Trustee Byrne and seconded by Trustee Belmont to increase the DPW Superintendents rate of pay to \$24.50/hour. Motion carried with 4 ayes and 0 nays.

DPW Superintendents Mooney informed the Board that he would like to hire a laborer. He has previous experience with the Village, so he requested his base rate start at \$22.00.

**RESOLUTION #12-2026
LABORER
RATE OF PAY**

Motion by Trustee Byrne and seconded by Trustee Samson to start the laborer out at \$22.00/hour. Motion carried with 4 ayes and 0 nays.

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

Adjournment:

6:25 PM - Motion by Trustee Samson, seconded by Trustee Belmont to adjourn the meeting.

Motion carried with 4 ayes and 0 nays.

Minutes submitted by: _____

JD