Regular Meeting of the Board of Trustees of the Village of Herkimer, New York, held, Monday August 17, 2026 at 6:00 P.M. in Municipal Hall

**6:00 P.M.** the **Meeting** was called to order by Mayor Jory and roll call was taken

PRESENT: Mayor Mike Jory
Trustee Mark Ainsworth
Trustee Howard Quick
Trustee Miriam Curry
Trustee Erin Kelley
Attorney Joseph Macri

**Department Heads Present**: Deputy Clerk/Treasurer Paula Dygert, Police Chief Richard Bowman, Fire Chief Mike Spisak, Street Superintendent Justin Cristman, Water Sewer Superintendent Matt Spisak, Codes Officer Steve Gay.

The **Pledge of Allegiance** was led by Mayor Mike Jory.

On a motion by Trustee Ainsworth second by Trustee Quick and carried to approve the minutes of the **Regular Meeting of August 3, 2026.**

On a motion by Trustee Curry second by Trustee Ainsworth to move into **Executive Session** @ 6:07PM to discuss all of the following: 5A Quackenbush Square, 7A Hydrant Rentals, 7B Herkimer Housing Authority, 7C CSEA Negotiations, 7D Fire Negotiations, 7E Police Negotiations & 8H Office Personnel.

On a motion by Trustee Ainsworth second by Trustee Curry to reopen the Village of Herkimer Board meeting @ 6:19PM.

**3. <u>PUBLIC MEETING</u>**

**Joseph Chillelli**, owner of Main St business, looking for update on the 2 handicap parking spots he requested. In addition, he says the trees on Main St in front of his business need to be trimmed. Per Mayor Jory, DPW Supervisor will work with Police Chief to review handicap parking feasibility and DPW will address the tree situation.

**Don Foor**, 219 Harter St had remarks on Quackenbush Square to see if the Village has looked into additional parking for them at the library or the Prospect bldg. Per the board, all avenues are currently being looked at. Don also wanted update on the Animal Control Officer situation that was previously addressed. The board indicated Erica Dunton is still acting as our animal control officer with no foreseeable changes.

On a motion by Trustee Ainsworth second by Trustee Quick to close the Public Hearing session at 6:26PM.

**<u>4. PETITIONS AND COMMUNICATIONS</u>**

**4A**. On a motion by Trustee Curry second by Trustee Kelley and carried to give permission for the **Herkimer Hornets Organization** to utilize Lou Ambers field for cheerleader practice for the current season. Upon receipt of a Certificate of Insurance naming Village of Herkimer as certificate holder, they can begin using the park.

**4B**. On a motion by Trustee Ainsworth second by Trustee Quick and carried to gift "as is" a **Metal Detector** to the Town of Herkimer. Attorney Macri will provide documents for transfer.

**4C**. **Community Mural** request is informational only at this time. Village is looking for possible places to have a mural in celebration of the 250th anniversary of America.

**<u>5. RESOLUTION AND LOCAL LAWS</u>**

**5A. Resolution # 27-6 Quackenbush Square resolution to have Village assigned as lead SEQR** on a motion by Trustee Quick second by Trustee Curry and carried.

**5B General Fund Transfers # 7369** in the amount of $9,457.00 was approved on a motion by Trustee Quick seconded by Trustee Kelley and carried.

**5C. Water Fund Transfer #7370** in the amount of $1356.00 was approved on a motion by Trustee Curry second Trustee Kelley and carried.

**5D. Sewer Fund Transfer #7371** in the amount of $1626.00 was approved on a motion by Trustee Curry second by Trustee Ainsworth and carried.

## 6. REPORTS

**6A. Attorney Report** - Attorney Joseph Macri said he is still getting caught up working with Attorney Rossi. He sent a letter to Nicholas Corriano regarding his business loan with the village. He also sent the board a copy of a proposed local law on E-Bikes and motorized equipment. On a motion by Trustee Ainsworth seconded by Trustee Quick and carried to accept the Attorney Report.

**6B**. **Dept Head Reports** – **Water/Sewer Superintend Matt Spisak** completed 3rd quarter samples, 17 service calls this month so far, continued work on S Washington St plant on all of the waste water treatment upgrades

**Codes Officer Steve Gay** updated the board on 115 N. Main Street Demolition, work started 8/17/2026 and demolition to begin 8/19/26.

**Street Superintendent Justin Cristman** paving work to be done at Pullman Flats, repairs to be made on sinkhole on corner of N Main & State St, contractor hit pillar at Brookwood Park entrance. Justin spoke with contractor they are to pay for all repairs.

**Police Chief Richard Bowman** no report.

**Fire Chief Michael Spisak** Deputy Chief Timothy Hartman and Acting Deputy Robert Davenport completed training in NYC. 191 Calls 161 of which were medical.

**Trustee Ainsworth set up meeting with as their liason on .**

**Trustee Howard Quick** commended Justin Cristman for

## 7A. OLD BUSINESS

**7A**. **East Herkimer Fire Department Hydrant Rentals** work in progress on this issue and any updates will be disseminated.

**7B**. **Herkimer Housing Authority Water/Sewer bill** settle disputes in the amount of $20,000 on a motion by Trustee Quick second by Trustee Curry to settle both outstanding balances.

**7C-7E Contract Negotiations CSEA, Police & Fire** in the process of setting up meetings with each union for contract collective bargaining.

**7F. Elks Movie Nights in Myers Park** approved on a motion by Trustee Ainsworth second Erin Kelley and carried for these to be held on 9/4, 9/18, 10/2, 10/16 & 10/30/2026.

**7G. 2027 Equipment BAN** asking all department heads to submit requests so that finance can begin the funding process.

**7H. E-Bike/Scooter Law** on a motion by Trustee Ainsworth second by Trustee Quick to allow Attorney Macri to create a local law by October 8th for review by Chief Bowman.

## 8. NEW BUSINESS

**8A. Clerk Appointment – Joann Dugan** accepted position as the parttime Village Clerk for maximum of 30 hours per week @ $25 per hour with no benefits or retirement starting 8/18/2026.

**8B. Planning Board Appointments** on a motion by Trustee Quick second by Trustee Curry and carried for the following appointments: Delbert Ball, Chair thru 7/1/2029, PJ Marusic thru

7/1/2028, Russell Clark thru 7/1/2027, Joe LaManna thru 7/1/2030 & Adam Hutchinson thru 7/1/2031.

**8C. Zoning Board Vacancy** on a motion by Trustee Curry second by Trustee Ainsworth and carried to add appoint Mike Carney as a new zoning board member.

**8D. Social Media Policy** in process on a motion by Trustee Quick second by Trustee Kelly to have Attorney Macri draft the policy for board review.

**8E. Single Audit Proposal** audit required for 2025 and 2026 due to the amount of grant monies received from State and Federal Agencies. On a motion by Trustee Quick second by Trustee Ainsworth and carried to table this until we research previous costs for these audits.

**8F. Computer Purchase Request** on a motion by Trustee Curry second by Trustee Quick to allow DPW to purchase a laptop for DPW use. Brian Keeler to be involved to make sure computer will have the options required.

**8G. Request to rebuild transmission** on 1999 Volvo 10 wheeler dump truck on a motion by Trustee Curry second by Trustee Ainsworth and carried. DPW Superintendent to have the Frey HD rebuild transmission.

**8H. Office Personnel** tabled until 9/8/2026.

**8I**. On a motion by Trustee Quick second by Trustee Curry do not collect funds owed by the **Little League Association** for bathroom repairs in the amount of $957.97

The **Audit** was approved on a motion by Trustee Quick seconded by Trustee Ainsworth and carried.

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|---|---|
| General Fund | $ 60,595.66 |
| Water Fund | 18,039.98 |
| Sewer Fund | 21,768.49 |
| Capital | 869.60 |

Since there is no other business, the Regular Meeting was **adjourned** at 7:06 pm on a motion by Trustee Ainsworth seconded by Trustee Quick and carried.

Respectfully submitted,

Paula Dygert

Deputy Clerk/Treasurer