

## REGULAR MEETING

June 2, 2025

Present: Mayor Burling, Trustees Gardner, Rajk and Schell, Superintendent Evans, Clerk Allen, and Chief Hoffmeister. Trustee Schurr was excused.

Others Present: Rick Hoffmeister, Jim Seiler, Primo Biscaro, Gary Smith, and Kelly Hoffmeister

Mayor Burling presided.

The meeting was open with a salute to the flag.

The minutes from the previous meeting of May 19, 2025 were approved as submitted by email.

COMPREHENSIVE PLAN – Mayor Burling re-opened the public hearing at 5:01 p.m.

COMPREHENSIVE PLAN – Resident Kelly Hoffmeister asked if the Comprehensive Plan included plans for EV charging stations. Mayor Burling shared that the village has secured a grant to install a dual side with high-rate charger unit and is planning to install that in the fire hall parking lot. There were many comments from members of the fire department as there is limited parking now and who would bear the cost of the utilities related to the charging station. The unit would have its own separate meter and user fees would cover those costs. Mayor Burling plans to have the company come out and speak with the board and members of the department. It was also suggested that it be placed in the W. Municipal Lot near the overnight parking area. Jim Seiler of the Oatka Creek Watershed Committee came out to speak about items pertinent to the watershed. The mayor called the Oatka Creek a ‘real gem’ and shared information regarding the recent Brownfield Opportunity Area Planning Grant that the village recently received and how he would like to see access to the creek for fishing purposes and picnic areas. A solar array is also planned for the old dump site area off of Industrial Street.

POLICE DEPARTMENT PERSONNEL- Received part-time officer Chad Dunning’s letter of resignation.

PARK USE – Warsaw Fire Department requested use of the village park July 2-5 for their 4<sup>th</sup> of July celebration and fireworks display.

LEGION HALL – Warsaw Fire Department requested use of the Legion Hall July 1-4 for Chicken BBQ.

GRANTS – Received MRB Group proposal for 2025 Nonpoint Source Planning Grant application.

INSURANCE – Received Tompkins Insurance Agencies 2025 Business Insurance proposal.

POLICE DEPARTMENT – Nothing to report at this time.

FIRE DEPARTMENT – Nothing to report at this time.

PUBLIC WORKS PROGRESS REPORT - STREETS - Daily property and grounds maintenance of all village owned properties, including Commerce Way Industrial Park easements and right of ways, Wyoming Street Water Vault, Summit Ave Water Pump House, Duschen's Pond Water Storage, Ground Mounted Water Storage Tank, Central Garage, Building #2 at 38 Industrial Street and Village Office, daily bagged grass & leaf collection as scheduled, chipped brush on all village streets as scheduled, installed Hometown Heros veterans Banners, prepped, painted and placed large planters and hung flower baskets on Main and W. Buffalo Streets, assisted village contractor with tree removals, tree trimming, continue preparing benches to be placed on Main Street and W. Buffalo Street as time allows, continue jetting /cleaning storm sewer mains and cleaning debris from catch basins ditches and open drainage systems, and repairing shoulder washouts due to recent severe weather events. VILLAGE PARK - Daily property and grounds maintenance, empty trash cans, picked up trash, debris and dog waste around park, daily mowing and trimming as needed, clean and stock restrooms daily/as needed, clean Picnic Pavilion as needed, clean and stock Legion Hall as needed for rentals, drained, cleaned and began filling large pool in preparation for Summer Rec. WATER DISTRIBUTION Daily checks of water distribution system as required, finals read as requested, water sampled and results recorded as required, underground utility locates as requested and required, daily water samples of the Town of Warsaw's Water District as required and per agreement, continue mapping all village owned utilities using the Diamond Maps programming and satellite positioning services, camera storm sewers looking for blockages and debris left by recent weather events, drained, cleaned and began filling pool. WATER TREATMENT PLANT - Average Daily Water Demand Flow: 388,000 gallons per day, daily tests performed and results recorded, generator test ran under load successfully as scheduled, we currently draw water from the Cotton Creek feed, Reservoir was utilized 5/17 - 5/19,5/21 – 5/25 and 5/28 – 5/29, Steve Reisdorf performs weekend Water Distribution checks when scheduled to cover WTP, ordered parts needed to replace Fluoride Injector Quill. Existing quill is leaking, decanted and sampled backwash lagoons as required, continuing typical Spring Clean-Up around WTP, cutting vine growth from perimeter fence, CPL Design Engineer at the WTP to begin gathering information on existing conditions and current struggles with our plant and filtering process. Info to be used during the design of upgrades, and 2024 Annual Water Quality Report completed and forwarded to Warsaw Pennysaver as required. WASTEWATER TREATMENT PLANT - Daily tasks around WWTP plant, including washing down primary and secondary clarifiers and rotating arms on bio-towers. Clean vacuum switch on pista-grit, read/record gas and electric meters daily. Check, read and record hour meter at pump stations, service wastewater pumps and digestion blowers weekly. Program auto-samplers, wash UV channel and aeration tanks weekly. SEPTAGE RECEIVED: WYCO = 31,800gallons, PRESSED/DEWATERED SLUDGE 0 gallons, WWTP Operators decanted primary digester on as needed, adding sodium bicarbonate to primary digesters to improve the microorganisms and the digesting process, diagnosing issues with the Industrial Park lift station. Identified parts needed to make the repair, performed a Quality Control exercise to prove the in-house lab analysis performed by our plant operators is

effective and compares with certified lab results. A report will be sent to the NYS DEC with results, Discharge Monitoring Report for April was submitted to NYS DEC as required.

RESOLUTION #95 OF 2025

LEGION HALL:

Motion made by Trustee Schell  
Seconded by Trustee Gardner

RESOLVED – That the following requested use of the Legion Hall by hereby approved:

- Charlotte Wallace – 7/5/25 – Celebration of Life – private
- Connie Herman - 10/9-10/26 – Wedding – private w/alcohol Pavilion
  - Michaela Wilson – 5/24/25 – Birthday party – private
  - Chelsea Pierson – 6/22/25 – Picnic – private

CARRIED

MEETINGS:

Village Board Meeting – Mon, 6/16 – 5 pm – at the Fire Hall

RESOLUTION #96 OF 2025

BUDGET APPROPRIATIONS:

Motion made by Trustee Rajk  
Seconded by Trustee Gardner

RESOLVED – That the following requested budget appropriation be hereby approved:

Water Dist.	HL7000 Water Leak Detection device(F8340.400)	\$6,277.00
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CARRIED

RESOLUTION #97 OF 2025

BUDGET APPROPRIATIONS:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That the following requested budget appropriations be hereby approved:

Park	30 cu yds certified playground wood chips(A7140.400)	\$2,560.00
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CARRIED

COMPREHENSIVE PLAN- The mayor asked if there were any additional comments before he closed the public hearing. One resident spoke about the plan to talk about beautifying the village and wondered what was going to be done with all the cars that were piling up at various locations throughout the village. The village has been working with their contracted code enforcement officers to try and resolve. Suggested they file a former complaint with building and codes.

COMPREHENSIVE PLAN – Mayor Burling closed the public hearing at 5:24 p.m.

RESOLUTION #98 of 2025

POLICE DEPARTMENT PERSONNEL:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That resignation from part-time Police Officer Chad Dunning be hereby accepted effective May 15, 2025.

CARRIED

RESOLUTION #99 OF 2025

PARK USE:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That the following requested use of the Village Park by hereby approved:

Warsaw Fire Department – 7/2-5/25 – 4<sup>th</sup> of July carnival with fireworks – public  
7/1-4/25 – Legion Hall – Chicken BBQ

CARRIED

RESOLUTION #100 of 2025

GRANTS – NONPOINT SOURCE PLANNING GRANT APPLICATION:

MRB Group

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That hereby authorize Mayor Burling to enter proposal with MRB Group for the 2025 Nonpoint Source Planning Grant Application development to include development of the application and budget, coordinate supporting documentation, and resolution at a cost not to exceed \$5,500.

CARRIED

RESOLUTION #101 of 2025

INSURANCE:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That hereby accept Tompkins Insurance Agencies 2025 Business Insurance Proposal for the 2025-26 fiscal year.

CARRIED

RESOLUTION #102 of 2025  
**VILLAGE OF WARSAW**  
**RESOLUTION OF THE VILLAGE BOARD**  
**DECLARING SURPLUS EQUIPMENT**

Adopted: June 2, 2025

**WHEREAS**, the Village Board of the Village of Warsaw met at a regular meeting at the Warsaw Fire Hall located at 40 East Buffalo Street, Warsaw, New York, 14569, on the 2<sup>nd</sup> day of June 2025 commencing at 5:00 p.m. at which time and place the following members were:

<u>Present:</u>	Mayor	Burling
	Trustee	Gardner
	Trustee	Rajk
	Trustee	Schell
<u>Absent:</u>	Trustee	Schurr

**WHEREAS**, all Board Members, having due notice of said meeting, and that pursuant to Article 7, §104 of the Public Officers Law, said meeting was open to the general public and due and proper notice of the time and place whereof was given as required by law; and

**WHEREAS**, the Village Board of the Village Warsaw, pursuant to New York State Village Law, Article 1, §102, is authorized to take, purchase, hold, lease, sell and convey such real and personal property as the purposes of the corporation may require; and

**WHEREAS**, personal property is all property other than real estate, such as equipment and vehicles; and

**WHEREAS**, when selling the personal property of a municipality, the requirements are such that the property must no longer be needed for municipal purposes and the property must be sold for fair and adequate consideration; and

**WHEREAS**, the Village Board of the Village of Warsaw has determined that the following equipment item is no longer needed for municipal purposes (1) 1995 Sewer Equipment of America Trailer Mounted Sewer Jetter, Model 747F Serial #6673; and

**WHEREAS**, the Village Board of the Village of Warsaw feels it is in the best interest of the Village of Warsaw to authorize the sale of said surplus personal property for fair and adequate consideration.

**NOW ON MOTION OF** Trustee Schell which has been duly seconded by Trustee Rajk, now therefore be it

**RESOLVED**, that the Village Board of the Village of Warsaw hereby authorizes sale of the 1995 Sewer Equipment of America Trailer Mounted Sewer Jetter as surplus personal property for fair and adequate consideration.

CARRIED

RESOLUTION #103 of 2025

WATER USE RATES:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED - That effective June 1, 2025 the Village is increasing the metered bulk water rate from \$9.60 to \$10.35 per thousand (1,000) gallons of water. Metered bulk water purchases will be at the discretion of the Superintendent of Public Works and will be invoiced monthly and be due and payable within (30) thirty days of the date of the invoice.

CARRIED

RESOLUTION #104 of 2025

STREETS DEPARTMENT PERSONNEL:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That upon recommendation of Superintendent Evans hereby hire Shawn Kibler as a Laborer pending results of workplace health exam.

CARRIED

RESOLUTION #105 of 2025

STREETS DEPARTMENT PERSONNEL:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That hereby approve rehiring of Brayden Merritt as Seasonal Laborer.

CARRIED

RESOLUTION #106 OF 2025  
VILLAGE OF WARSAW  
RESOLUTION TO ADOPT COMPREHENSIVE PLAN

Adopted: June 2, 2025

WHEREAS, the Village Board of the Village of Warsaw held a regular meeting at the Fire Hall located at 40 E. Buffalo Street in the Village of Warsaw, New York on the 2<sup>nd</sup> day of June, 2025 commencing at 5:00 P.M., after which a public hearing was held at 5:00 P.M., at which time and place the following members were:

Present:	Mayor	Burling
	Trustee	Gardner
	Trustee	Rajk
	Trustee	Schell
Absent:	Trustee	Schurr

WHEREAS, all Board Members, having due notice of said meeting, and that pursuant to Article 7, § 104 of the Public Officers Law, said meeting was open to the general public and due and proper notice of the time and place whereof was given as required by law; and

WHEREAS, the Village of Warsaw has been in the process over the past three years of developing a new Village of Warsaw Comprehensive Plan; and

WHEREAS, through the coordinated actions of the Village Board, Planning Board, other Village Departments, the citizens of the community, and through the Village's Planning Consultant, the Village has completed a draft Comprehensive Plan; and

WHEREAS, the Village Board of the Village of Warsaw determined that this Comprehensive Plan was sufficiently complete for beginning the adoption process, and thus initiated the adoption process on March 17, 2025; and

WHEREAS, pursuant to, and in accordance with, the provision of section 617.6 (Initial Review of Actions and Establishing Lead Agency) of the New York State Environmental Quality Review (SEQR) Regulations (6 NYCRR part 617) the Village Board of the Village of Warsaw declared their intention to seek lead agency status on March 17, 2025; and

WHEREAS, pursuant to Sections 239-L and 239-M of the General Municipal Law, said Comprehensive Plan and all supporting documentation, including Part 1 of the Full EAF, was submitted to the Wyoming County Planning Board for review on March 24, 2025;

WHEREAS, comments from Wyoming County Planning Board were received on May 5, 2025 and the following determination was made:

Approval with Comments, *said comments are annexed hereto as Schedule A*; and

WHEREAS, the Village Board has received no objections to acting as Lead Agency and has established themselves as SEQR Lead Agency on April 21, 2025; and

WHEREAS, the Village Board has reviewed the Full EAF, comments and input received from the Wyoming County Planning Board, the Village's Planning Consultant, and the public, and has completed Parts 2 and 3 of the Full EAF; and

WHEREAS, the Village Board, in accordance with SEQR, has determined that the proposed Comprehensive Plan will not adversely affect the natural resources of New York State and/or the health, safety and welfare of the public and is consistent with social and economic considerations and has determined that the proposed Comprehensive Plan will result in no significant adverse environmental impacts; and

WHEREAS, having made such determination, the Village Board issued a Negative Declaration on April 21, 2025; and

WHEREAS, the Comprehensive Plan was submitted to the New York State Department of State Office of Planning, Development & Community Infrastructure on February 27, 2025 for review and comments, such Office having provided comments and suggested edits on March 13, 2025 and May 5, 2025, such comments and edits having been integrated into the version of the Comprehensive Plan to be adopted; and

WHEREAS, the Village Board of the Village of Warsaw held a public hearing on the 21<sup>st</sup> day of April, 2025 to consider the adoption of said Comprehensive Plan, whereat all interested parties and citizens were allowed to speak; and

WHEREAS, the Village Board of the Village of Warsaw left such public hearing open until their next regular meeting date on the 2<sup>nd</sup> day of June, 2025 to consider the adoption of said Comprehensive Plan with integrated edits from the New York State Department of State Office of Planning, Development & Community Infrastructure, whereat all interested parties and citizens were allowed to speak; and

WHEREAS, no serious objection was raised to the Comprehensive Plan on either April 21, 2025 or June 2, 2025; and

WHEREAS, the Village Board of the Village of Warsaw believes it to be in the best interest of the Village of Warsaw to adopt the Comprehensive Plan.

NOW ON MOTION OF Trustee Schell which has been duly seconded by Trustee Gardner, now therefore, be it

RESOLVED, that the Village Board of the Village of Warsaw hereby adopts the Comprehensive Plan of the Village of Warsaw with comments from the Wyoming County Planning Board; and be it further

RESOLVED, the Comprehensive Plan shall be filed with the Village Clerk and the Wyoming County Division of Planning pursuant to Section 7-772(12) of Village Law.

Mayor Burling – Aye  
Trustee Gardner – Aye  
Trustee Rajk – Aye  
Trustee Schell – Aye  
Trustee Schurr – Absent

RESOLUTION #107 OF 2025

AUDIT AND PAY BILLS:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That the bills be allowed as read; that checks in the payment thereof be issued, that Mayor Burling be and hereby is authorized to sign General Abstract #25 in the amount of \$47,253.25 and #1 in the amount of \$105,979.24, Water Abstract #25 in the amount of \$16,014.98 and #1 in the amount of \$15,809.16, and Sewer Abstract #25 in the amount of \$5,000.12 and #1 in the amount of \$11,350.90.

Moved and seconded to adjourn 5:27 p.m

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Lisa A. Allen, Clerk

## Wyoming County Planning Board REFERRAL RESPONSE FORM

For referrals as required in accordance with NYS General Municipal Law Article 12B, Section 239-l and M

**Location of Proposed Action:** Entire Municipality, V/Warsaw

**Applicant:** Village of Warsaw (Referring Official: David M. DiMatteo)

**Type of Proposed Action** (separate form completed for each action):

Area Variance     Use Variance     Site Plan     Special Use Permit     Other: Zoning Text  
Amendment     New Zoning Ordinance     Comprehensive Plan/Adoption

**WCPB Recommendation on this Action:**

The WCPB took the following action at their meeting on 5/5/2025 concerning this referral:

Approval with Comments     Disapproval w/comments     None     Denied     Tabled

No recommendation; proposed action has no significant negative county-wide or inter-community impacts

**Proposed Action:** Comprehensive Plan Adoption for the Village of Warsaw

**Comments from the WCPB Meeting:**

1. A completed 239-M Referral Form has been provided.
2. A letter of intent has been provided.
3. A copy of the 1994 comprehensive plan has been provided as a reference.
4. A FEAF has been provided pursuant to NYS Environmental Quality Review Act (SEQR).
5. A copy of Resolution #42 to seek Lead Agency and to make the 239-M referral has been provided.
6. A draft copy of the Village meeting minutes from 3/17/2025 has been provided.
7. A draft of the new comprehensive plan has been provided.
8. The Wyoming County Planning Department requests a copy of the comprehensive plan once it has been adopted.
9. All local County and State permits must be obtained and submitted prior to approval and must meet local, County, and NY State Building Codes.
10. There appear to be no significant county-wide negative impacts related to this proposed project.

Note: It is the intent of the Wyoming County Planning Board to provide recommendation(s) to the Local Municipal Board to assist in the final determination, and to provide guidance in achieving maintenance of the most current Land Use Regulation in place.

**Report of Final Action:**

Within 30 days after final action, ***the referring body is required to file a report of its final action*** with the Wyoming County Planning Board. If such action is contrary to a WCPB recommendation of modification or disapproval, this report should include the reasons for such contrary action.

Note: Please provide this report of final action below on the PINK response form and mail or deliver to:  
Wyoming County Planning & Development, 36 Center Street, Suite C, Warsaw, NY 14569

On June 2, 2025 (date), the Village Board of Trustees (Board Name)  
took the following final action on the above proposed action previously referred to the WCPB.

Approval     Modification     Disapproval

Report by Risa A Allen, Clerk/Treasurer Date: June 3, 2025