Village of Waterloo

Board Meeting Minutes

10/12/2026

Pledge of Allegiance: Pledge of Allegiance was led by Mayor Bennett.

Roll Call: Present were the Honorable Mayor Bennett, Trustee Butlak, Trustee Bartran, Trustee Trahms, and Trustee Godley.

Consent Agenda: Motion by Trustee Butlak, seconded by Trustee Godley to approve the Meeting Minutes from the 9/14/2026 Board Meeting, the Police Report for 9/2026, the Fire Department Report for 9/2026, the Department of Public Works Report for 9/2026, the Water Department Report for 9/2026, the Wastewater Treatment Report for 9/2026 (DMR for 8/26 in process), the Waterloo Community Center Report for 9/2026, the Code Enforcement Officer Report for 9/2026, and the Dog Warden Report for 9/2026 (N/A). The 9/14/2026 abstracts through 9/30/2026 be approved in accordance with Village Policies, and that the following abstracts be approved for payment:

1) General Fund Abstract #5 for 10/12/2026	$ 174,748.99
2) Water Fund Abstract #5 for 10/12/2026	$ 51,586.63
3) Sewer Fund Abstract #5 for 10/12/2026	$ 306,275.93
4) Thoma Abstract for 10/12/2026	$ 2,045.76
5) NYPA/Canals Improvements Abstract for 10/12/2026	$ 0.00
6) DRI (DOS) Abstract for 10/12/2026	$ 49,800.00
7) DRI (HCR) Abstract for 10/12/2026	$ 2,074.44

All voted aye, carried.

Petitioners: Martin Colegrove – appealed to the Village Board that a recent property tax law had been passed granting disabled veterans a property tax exemption. He inquired if the Village of Waterloo was going to comply with this tax law change. Mayor Bennett replied that he had received contradictory information as to whether this tax law change was mandated or discretionary. Mr. Colegrove went on to state that he hoped the village would do the right thing for such veterans who have given up so much for their country. Mayor Bennett stated that this matter would be researched and action taken by the Village Board accordingly. **Ed Callahan** – Began with a statement from the community in appreciation for the DPW, WVFD, and WPD emergency services during the 9/2/2026 tornado that went through the village causing extensive tree and property damage. He also thanked the Mennonite and Amish communities for their support. He continued that he was hopeful that the recently passed code for E-Bikes would bring better safety to the existing unsafe conditions, especially with speeds. He went on to inquire if NYS-DOT was responsible for repaving the intersections at Main Street and Virginia Street, as they are all in rough shape. Mayor Bennett replied that the DRI Main Street Improvements Project will include these intersections. Mr. Callahan also mentioned that the S-Shaped curve at State Route 96 and River Street should have jersey barriers to provide better pedestrian safety when crossing. This area has been previously brought to NYS-DOT attention, as it has historically been a busy and confusing traffic/pedestrian area for such a well-traveled highway. Efforts to redesign these intersections will continue. He then stated that there were resident concerns with a flower bed at the base of the Village of Waterloo Welcome Sign on River Road. He hoped that the village could help support the Waterloo-In-Bloom Program that includes this location. Mayor Bennett agreed. Mr. Callahan also asked if the trash receptacles located downtown were included in the village code as they needed to be better accessible to help prevent litter. He also asked if the village would consider hiring another part-time Village Code Enforcement Officer to help provide adequate coverage. Mayor Bennett replied that the village was fortunate to have retired Police Officer, Lee Marquart as its Code Enforcement Officer. He added that due to present WPD staffing, Officer Marquart was also assisting the WPD, which has reduced time for code enforcement. At the present time, the village cannot increase operating expenses given the unexpected costs coming from the recent tornado. He concluded that he understood and agreed with Mr. Callahan's concerns.

Mayor Bennett stated that the storm damage cleanup process was still being completed with tree debris being temporarily staged at the former DOT site. He stated that estimated costs for cleanup were in the neighborhood of $280,000 including the staging area cleanup ($109,000), DPW ($69,500) and WPD ($15,000) labor cost, equipment cost ($5,300), fuel ($5,500), and tree removal/study/replacement

($77,500). He emphasized that the village was trying to minimize these cleanup costs but no doubt they will adversely impact the village's 2026-2027 budget. He added that all possible federal (FEMA) and state (DHSES) funding sources were being pursued but to date, no reimbursements have been awarded or received.

Mayor Bennett stated that the proposed West Elizabeth Street emergency waterline replacement project would be presented to the Village board for approval due to the severity of the deterioration of the ductal iron pipeline and frequent boil water notices resulting from the excessive number of water leaks.

Mayor Bennett provided the following Grant Award Update:
- **Small Projects Fund (DRI)** – All 8 projects recommended for approval by the WEDC were approved by New York State and award letters will be prepared and sent to the awarded owner/developers.
- **EV Charging Stations** – Project scheduled to be completed by 5/15/2027.
- **Southwest Block Sanitary Sewer Project** – Agreement to be signed with project developer and project scheduled for completion by 5/15/2027.
- **Southwest Block Drainage Improvements project** – Bid process to begin with project completion by 5/15/2027.

Mayor Bennett provided the following FEMA Floodplain Update:
- IMA with Seneca County submitted to county for approval.
- Draft Local Law to be finalized with NYS-DEC upon IMA approval with SEQR, Seneca County Planning approval, Public Hearing, and Local Law adoption to follow by 1/22/2027.

Motion by Trustee Godley, seconded by Trustee Trahms to approve the following WVFD Officers elected by the WVFD membership at the elections held on Monday, September 7, 2026:
- Fire Chief – James Clark
- First Assistant Chief – Steve Henniger
- Second Assistant Chief – Thomas Weber
- Captain – Lynn Swinehart
- Lieutenant - Matt Millis

All voted aye, carried.

Motion by Trustee Godley, seconded by Trustee Trahms to approve the water main replacement on West Elizabeth Street from Stark Street to Virginia Street and making connections to Center Street and Chestnut Street with new services provided, using the GML 103(4) emergency procurement exception, with authorization to obtain quotes for materials (GML 104b), to authorize a contractor for services using state bid pricing for labor, and to submit design plans to the NYS-DOH. All voted aye, carried.

Motion by Trustee Bartran, seconded by Trustee Butlak to approve the Intermunicipal Agreement (IMA) with the Town of Fayette for its Water District #8 (Pump Station) to be located on the Village of Waterloo Rose Hill Water Tank property in the Town of Fayette, as approved by the Town of Fayette Board on 9/10/2026. All voted, aye, carried.

Motion by Trustee Bartran, seconded by Trustee Butlak to approve the draft Floodplain Local Law and to forward it to NYS-DEC for its review and approval. Upon NYS-DEC approval, to authorize the required SEQR action and to submit the completed SEQR documents with the draft Floodplain Local Law and Floodplain IMA with Seneca County to the Seneca County Planning Committee for its approval. Upon Seneca County Planning approval, to authorize a public hearing for the proposed Floodplain Local Law and to then proceed with the adoption process to be completed by 1/22/2027. All voted aye, carried.

Motion by Trustee Bartran, seconded by Trustee Trahms to approve the requested subordination agreement for the residential property located at 1590 North Road due to needed 9/2/2026 tornado damage repair. All voted aye, carried.

Motion by Trustee Butlak, seconded by Trustee Bartran to approve the additional water and sewer billing in the amount of $1,772.14 for the residential property located at 237 E. Main Street due to a previous non-billed period. All voted aye, carried.

Motion by Trustee Godley, seconded by Trustee Trahms to approve the $800,000 BAN closing to be used for short-term financing for the Southwest Block Drainage Improvements Project ($500,000) and the EV Charging Stations Project ($300,000) and to execute the closing documents. The Southwest Block Drainage Improvements Project short-term debt will be converted to long-term debt upon the

completion of the project, and the EV Charging Station short-term debt will be reimbursed by grant funding. All voted aye, carried.

Motion by Trustee Godley, seconded by Trustee Butlak to reclassify the existing loader as surplus and to dispose of this surplus equipment through approved auction or as trade-in on a new loader equipment purchase. All voted aye, carried.

Motion by Trustee Butlak, seconded by Trustee Godley to approve the purchase of a new police vehicle at a cost of $47,612.83 to be reimbursed by a grant awarded to the WPD. All voted aye, carried.

Committee Reports:

Trustee Bartran - reported that the annual Halloween events were taking place including the Haunted House, Rotary Pumpkin Walk, and Parade.

Trustee Butlak – stated that the Annual WVFD Banquet was scheduled for Saturday, 10/17.

Trustee Godley – stated that the SRO for the Waterloo Central School District was Mike Felice and he was well accepted by all.

Trustee Trahms – thanked the WVFD, WPD, and DPW for their community support following the 9/2/2026 tornado and that it underscored the visible sense of community exhibited during that time.

Departmental Reports (Summary):

- **Mike Forde (DPW)** – Excused
- **Scott Shaffer (WWTP)** – Excused
- **Jim Bromka (WTP) –** Excused
- **Mike Slywka (WCC)** – Excused
- **Police Chief Chechak (WPD**) – reported that purchases of equipment to be reimbursed, including patrol car, have been made. Firearm training and October events coverage were included in scheduling.
- **Fire Chief Jim Clark (WVFD)** – reported that all required NYS reporting was now current. That 126 storm calls were reported following the 9/2/2026 tornado.

Mayor Bennett stated that the village would be challenged with the unexpected events and related expenditures to stay within its 2026-2027 budget. He asked that all department heads do their best to stay within or below their budgets in an effort to help avoid future tax increases from these events.

Motion by Trustee Godley, seconded by Trustee Butlak to adjourn the meeting. All voted aye, carried. Meeting adjourned at 8:06pm.

Respectfully submitted by

Donald D. Northrup
Village Clerk