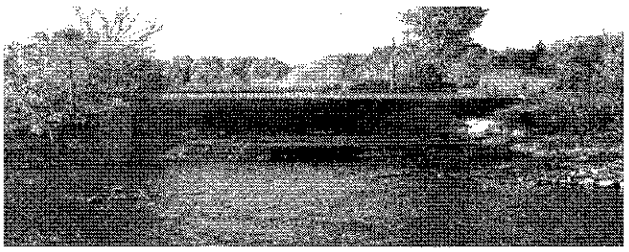
Board of Trustees
Village of Black River



# Agenda
## Regular Meeting
## June 1, 2026

- Call to order
- Pledge of Allegiance
- Approval of the 5/4/2026 regular meeting
- Public Comment
- Police Department Report
- Code Enforcement Report
- Superintendent's Report

Correspondence Received:

A) NONE

Correspondence Sent:

A) NONE

Unfinished Business:

A) Local Law #2 — Re: Adoption
B) Water/Sewer Dispute Form — Re: Template Draft
C) Summer Recreation Requirements — Re: Sign-in/Sign-out
D) Lawn Care & Snow Removal — Re: Payment on Taxes
E) Municipal Building — Re: Security Window

New Business:

A) NONE

- Reports from Standing Committees
- Reports from Special Meetings
- Comments from Board Members
- Authorize payment of bills; adjournment

Village of Black River
Board of Trustees
Regular Meeting
May 4, 2026

Mayor Leonard called the regular meeting to order and led the Pledge of Allegiance at 6:00 p.m.

Present:
Mayor David Leonard
Trustee David Daily
Trustee Corey Decillis
Trustee Randy Lake
Superintendent Eric Nier
Clerk-Treasurer Abigail Simpson
Police Chief Steven Wood
Code Enforcement Officer Terry Ault

Excused:
Trustee Bonnie Proven

A motion was made by Trustee Daily, seconded by Trustee Decillis to approve the minutes of the 4/6/26 regular meeting. The motion was carried unanimously.

A motion was made by Trustee Decillis, seconded by Mayor Leonard to open the public hearing for Local Law #2. The motion was carried unanimously.

Public Comment:
Black River Elementary, Mrs. Morgan's Class, attended and presented a sidewalk proposal via PowerPoint in regards to enhancing the travel safety of students during an emergency. Reasons for this sidewalk proposal are but not limited to; roads are slippery in the winter, ditches flood in the fall/spring, and compliance with ADA for students with physical disabilities. They estimate it would be roughly 149 meters or 489 feet long by 5 feet wide (2445 Sq. Ft.); this would cost roughly $17,115 for the lowest sidewalk or $29,340 for the highest sidewalk.

The Board thanks Mrs. Morgan and her students, discussed writing letters to the property owners who may be affected by this process and mentioned contacting the Village attorney to see what rights the Village has in regards to sidewalk installation.

Police Department Report: Police Chief Wood stated that Officer Rupert and himself worked a total of 107 hours last month. He also stated that he attended a Traffic Safety Conference in Saratoga, first oil change on the new patrol vehicle is complete and radar signs are up around the Village. Police Chief Wood mentioned e-bikes are out and they must obey all vehicle traffic laws; minors will be made to walk the bike home along with being educated and drivers 17 or older will be issued tickets.

Code Enforcement Report: Code Enforcement Officer Ault stated that he had issued 1 permit and received 2 complaints. He also stated that he attended 3 days of in-service training for NYSBOC in Syracuse.

Superintendent's Report: Superintendent Nier stated that the DPW is working on street sweeping and brush pickup, all streets have been swept on the LeRay side and they are working on the Rutland side as time allows. They have also cleaned the bathrooms inside of the Maple Street Park and turned water on for the season. Superintendent Nier stated that he is waiting on a price for the slide that is broke on the playground, sidewalk replacement will start roughly June 1st and "Village of Black River" signs will be painted/replaced.

Correspondence Received:
The Board received and reviewed a letter of interest from resident William Lamb for the Zoning Board of Appeals.

Mayor Leonard stated that he spoke with Chairman Palmer in regards to regular meetings and the structure of the ZBA; next steps are setting up an initial meeting date and time for the new and old Board members.

A motion was made by Trustee Daily, seconded by Trustee Decillis to accept the letter of interest from William Lamb and appoint him to the Zoning Board of Appeals. The motion was carried unanimously.

A motion was made by Mayor Leonard, seconded by Trustee Daily to accept the verbal interest from George Sheehan and appoint him to the Zoning Board of Appeals. The motion was carried unanimously.

The Board received and reviewed an update from Barton & Loguidice on the Water System Improvements project; next steps are securing a Bond Anticipation Note (BAN) for project costs until EFC loan closing.

A motion was made by Trustee Daily, seconded by Trustee Decillis to close the public hearing for Local Law #2. The motion was carried unanimously.

Unfinished Business:
The Board discussed the recent Route 3 Sewer Board meeting that Mayor Leonard attended; it was brought to his attention that there was an error with last year's sewer capital charge amount on tax bills that needed to be fixed on this year's taxes.

A motion was made by Trustee Decillis, seconded by Trustee Daily to amend the Sewer Budget to add an additional $30 per EDU for the sewer capital charge on taxes due to an error Jefferson County made on 2025 Village Tax Bills shorting each tax bill $30 per EDU. The motion was carried unanimously.

The Board discussed recent water/sewer bill disputes and mentioned drafting a template for residents to use in the case of a water or sewer bill dispute.

Clerk-Treasurer Simpson will draft a template and present it at the June Board meeting for approval.

The Board reviewed and discussed the bill of sale for the sale of the 2017 police patrol vehicle to the Black River Fire Department. The Board asked how the Fire Department felt about getting the old police vehicle, Trustee Lake mentioned that some of the Fire Department likes the idea and some of them do not.

A motion was made by Trustee Daily, seconded by Mayor Leonard to adopt the following resolution:

**WHEREAS** the Village of Black River owns a 2017 Ford Explorer vehicle, which has been deemed to be surplus property of the Village; and

**WHEREAS** the Village Mayor has received a request to sell said 2017 Ford Explorer to the Black River Fire Department for One Dollar ($1.00); and

**WHEREAS** the 2017 Ford Explorer cannot be sold through a general auction and would be a benefit to the Black River Fire Department, a not-for-profit organization, which organization serves and is a benefit to the Village;

**NOW, THEREFORE, BE IT RESOLVED** that the Village shall sell the 2017 Ford Explorer, having VIN 1FM5K8AT7HGA94674, in "As Is" condition to the Black River Fire Department for the sum of $1.00.

The question of the adoption of the foregoing resolution was duly put to a vote, which resulted as follows: 4 AYES 0 NAYES

The resolution was thereupon declared adopted.

The Board reviewed and discussed the designation of the digital version of the Zoning Map as the official Zoning Map for the Village.

A motion was made by Trustee Decillis, seconded by Trustee Daily to adopt the following resolution:

**WHEREAS:**

1. The current zoning map of the Village of Black River is dated September 29, 2006.

2. A digital version of that map has been developed and is dated June 2021.

3. The Village Board desires to designate the digital version as its official zoning map and wants to ensure it is available in digital format for posting on Village and other websites.

4. The Village Board further desires to ensure that any paper copy of the zoning map be derived from the digital version dated June 2021.

5. The Village Board has requested Planning Board evaluation of the digital version of the zoning map to ensure that zoning district boundary lines and designations match the current paper map and that no changes have been made with the digital version, and that the Planning Board has attested to that affect in writing to the Village Board.

**NOW THEREFORE, BE IT RESOLVED,**

Section A. That the Village Board establishes that the current zoning map dated September 29, 2006 has been converted to a digital format with no changes to any district line or designation.

Section B. That the Village Board establishes the digital version of the zoning map now dated June 2021 as the official zoning map of the Village of Black River.

Section C. That any printed version of the zoning map shall be derived from the digital version dated June 2021

Section D. That the Village Board instructs the Village Clerk to sign a copy of the digitally-derived zoning map as the Official Zoning Map of the Village of Black River and to file and maintain it as required by NYS Village Law.

Section E. That the Village Board further instructs the Village Clerk to forward a signed copy of the digitally derived map to the Jefferson County Planning Department and request it be placed on the County website for the Village.

Section F. That any future amendment to any boundaries or designations shown on the official zoning map of the Village of Black River shall be adopted only pursuant to New York State Village Law and its required zoning law amendment process.

The question of the adoption of the foregoing resolution was duly put to a vote, which resulted as follows: 4 AYES 0 NAYES

The resolution was thereupon declared adopted.

New Business:

The Board reviewed and discussed the Emergency Preparedness Plan for the Village that was recently asked for by the Black River Ambulance Squad; this plan was last revised on January

14, 2014. The Board asked Clerk-Treasurer Simpson to update the information she could and bring it back to the June meeting.

The Board and Clerk-Treasurer Simpson discussed what the penny shortage will look like for the Village. Per a discussion with NYCOM, the Village may only round in favor or the payor and never in favor of the Village. Clerk-Treasurer Simpson will need to account for this to be able to reconcile every month.

A motion was made by Trustee Lake, seconded by Mayor Leonard to allow the clerk-treasurer and deputy clerk-treasurer to round up or down on tax and/or utility payments due to the penny shortage. The motion was carried unanimously.

The Board briefly discussed the meeting Trustee Daily had with Clerk-Treasurer Simpson around the employee policies and benefits; Mayor Leonard and Trustee Daily plan to meet with Bill Payne from W.B. Payne Insurance to look at equivalent health care options to our current plan.

Comment from the Board:
Trustee Daily stated that the opening ceremonies for baseball went great with a good turnout; they ended up with nine teams in total.

Mayor Leonard briefly mentioned that residents are looking for more winter activities per a survey that was sent out for the Comprehensive Plan. A winter activity that was mentioned was an ice rink; Resident Eric Armstrong offered to build an end block for the rec building area. Another activity mentioned was sledding; residents would like to see a hill made big enough for adults to enjoy as well as the children.

Mayor Leonard also mentioned implementing a food truck Friday or something with food trucks in the Village; this will be discussed more at the next Black River Improvement Committee meeting.

Resident Carrie Bernhard mentioned doing a movie night for the kids.

Trustee Decillis mentioned writing a letter to Mrs. Morgan along with her class thanking them and having all board members physically sign it. All of the Board agreed.

The Board further discussed the sidewalk proposal.

Resident Carl Culbetson mentioned that BOCES may be a good resource to assist with the installation of the sidewalks if or when the time comes.

Mayor Leonard stated that he is interested in finding a grant writer specifically for the Village to have on retainer. He is going to contact a grant writer in Clayton.

Trustee Daily stated that there are also foundations out there that we could look into for assistance.

A motion was made by Trustee Lake, seconded by Trustee Daily to draft and send letters to the property owners who may be affected by the installation of sidewalks from the Black River Elementary School to the Black River Fire Department. The motion was carried unanimously.

A motion was made by Mayor Leonard, seconded by Trustee Decillis to authorize the payment of bills on regular monthly abstract dated 5/4/26 in the amount of $57,756.82. (General fund: $8,445.91 Water Fund: $20,494.82 Sewer Fund: $28,816.09). The motion was carried unanimously.

A motion was made by Mayor Leonard, seconded by Trustee Daily to adjourn the meeting at 7:37 p.m. The motion was carried unanimously.

Respectfully submitted,

Abigail Simpson
Clerk-Treasurer