

**VILLAGE OF PALMYRA**  
**BOARD OF TRUSTEES**  
**MARCH 17, 2025 6:00 PM**  
**REGULAR MEETING**

**ROLL CALL:** Present: Mayor Perry, Leo, Luke and Parkison. Trustee Denniston and Attorney St. Martin was absent.

**OTHER ATTENDEES:** Kammy Catchman, Matthew Gallelli, Georgeann Graham, David Husk, Ora Rothfuss, Mary Ann Smith-Williams, Linda Valley and Caroline Grasso, reporter for the *Times of Wayne County*

**CALL TO ORDER:** Mayor Perry called the meeting to order at 6:00 pm.

**PLEDGE OF ALLEGIANCE**

**BUDGET WORKSHOP** Clerk-Treasurer Wetherby went through the budget with the Board. The tax rate is currently \$9.99999. The tax cap is \$10.24.

**REGULAR MEETING**

**PUBLIC COMMENT** -NONE\*

**APPROVAL OF MINUTES** Motion was made by Trustee Denniston, seconded by Trustee Leo to approve the minutes from January 21, 2025. Vote, 3 ayes, 2 abstain Trustees Parkison and Luke. CARRIED.

Motion was made by Trustee Leo, seconded by Trustee Luke to approve the minutes from February 24, 2025. Vote, 3 ayes, 1 abstain Trustee Denniston. CARRIED.

Motion was made by Trustee Parkison, seconded by Trustee Luke to approve the minutes from March 3, 2025. Vote, 3 ayes, 1 abstain Trustee Denniston. CARRIED.

**APPROVAL OF ABSTRACT** Motion was made by Trustee Leo seconded by Trustee Luke to approve payment of 10B vouchers 25-00683 to 25-00714 for \$78,049.02. Vote, 3 ayes, CARRIED.

**CORRESPONDENCE/ANNOUNCEMENTS/INFORMATION**

Received letter from Court that their records and docket are available for their annual examination, so audit is scheduled for the end of this month.

On 3/14 Board was given: February Reserve and Capital Project Reports  
Revenue and Expense report  
Bank account and CD balance report

**TRUSTEE REPORTS**

**Trustee Luke** She will be doing Court Audit at the end of this month.

**Trustee Leo-** March 6 Fire Department elections: 14-1 Lucas Shulla 14-2 Mikel Hallings  
14-3 Wayne Eidman 14-4 Douglas Fogal Captain David Oakley Lieutenant Scott Erdeli  
approval will be held at the April 2 meeting. Mayor Perry thanked Fire Company for hosting their banquet and congratulated Scott Erdeli as Firefighter of the Year. He had went to 251 calls with Ryan Darling going to 244 calls.

**Trustee Denniston-** No report

**Trustee Parkison-** No report

**Mayor Perry-** Building and Grounds finished floor at Village Hall. Highway and Building and Grounds both fixed Main Street trees where roots were displacing bricks. Bricks were removed and leveled out with stone.

The flagpole was bent during a storm. We were able to get the flag off but were waiting for AP1(ladder truck) to get back from repairs to fix the flagpole. We have scheduled Ryan Darling and Gary to work on it on Friday morning. The Highway department has been working on brush pickup and vacuuming streets so rain can get down to catch basins.

**DEPARTMENT HEAD REPORTS** None present

**OLD/NEW BUSINESS**

**CODE OFFICER-**We parted ways with previous Code Officer and are using Ed DeWolf as a subcontractor in that position. Motion for Ed DeWolf to work as a subcontractor for the Code

Officer position was made by Trustee Parkison, seconded by Trustee Leo. Vote, 4 ayes.

**CARRIED**

**RECORD OF ACTIVITY FOR TRUSTEE PARKISON** BE IT RESOLVED, that the Village of Palmyra (40229) hereby established the following standard work days for these titles and will report the officials to the New York State and Local Retirement based on their record of activities: Brian Parkison, Trustee Motion to approve was made by Trustee Luke, seconded by Trustee Denniston, abstain Trustee Parkison. Vote, 4 ayes. **CARRIED**

**COMPREHENSIVE PLAN**

**WHEREAS**, the Village of Palmyra Village Board (hereinafter referred to as “Village Board”) has received and reviewed the document entitled “Village and Town of Palmyra Comprehensive Plan” (hereinafter referred to as “Comprehensive Plan”), prepared by MRB Group, D.P.C., the Village Consultant; and

**WHEREAS**, the Village Board as an Interested Agency with the Town of Palmyra as the Lead has participated in the preparation and adoption of the Comprehensive Plan, pursuant to Section 7-722 of the New York State Town Law; and

**WHEREAS**, the Village’s existing comprehensive plan has not been thoroughly updated in more than 10 years and does not reflect the community’s current vision and specific initiatives to help achieve that vision; and

**WHEREAS**, the Village desired to have a vision and plan for the community to refer to when addressing potential land uses and environmental impacts from the reuse of properties and the development of the vacant parcels in the Village; and

**WHEREAS**, the Village desired to be proactive in dealing with regional and inter-municipal issues, protecting its resources, and planning for community and/or service needs; and

**WHEREAS**, in recognition of the fact that the participation of citizens in an open, responsible, and flexible planning process would be essential to the designing of the optimum Comprehensive Plan, in September 2023, the Mayor introduced the Comprehensive Plan Steering Committee (hereinafter referred to as “Steering Committee”), who would oversee the development of the Comprehensive Plan; and

**WHEREAS**, between October 2024 and August 2024, the Steering Committee listened to experts and citizens, collected studies, and reviewed data. Members inventoried and analyzed existing conditions, surveyed and interviewed citizens, evaluated future trends, mapped and studied community resources, and ultimately made the recommendations included in this plan; and

**WHEREAS**, substantial opportunities for public input and comment were provided to the citizens of Palmyra, which included a community-wide survey, workshops, interviews, and Steering Committee meetings. A Public Hearing on Plan Adoption for SEQRA was held on January 23, 2025. Citizens participated extensively throughout the planning process and public meetings were well attended. Community members contributed thoughtful comments and suggestions, providing continual support to prepare an initial draft and then several re-drafts of the Comprehensive Plan; and

**WHEREAS**, the Comprehensive Plan is a vision document that identifies the important positive attributes and components that define the Village and provides a blueprint for the future; and

**WHEREAS**, the Comprehensive Plan will provide guidance to decision-makers, residents, property owners, businesses, and organizations through its vision statement, goals, objectives, and strategies relevant to the subject matter of creating diverse housing and homeownership opportunities, improving economic development and tourism, expanding and supporting local businesses, supporting schools, and building community capacity; and

**WHEREAS**, the Comprehensive Plan was finalized by the Village and Town of Palmyra Comprehensive Plan Steering Committee after distributing drafts of the plan and revising the document in response to issues and comments raised by the agencies and the public; and

**WHEREAS**, the Town Board, as Lead Agency, completed the State Environmental Quality Review (SEQR) process and issued a determination of environmental non-significance for the Comprehensive Plan on February 27, 2025. The Town Board took Action to adopt the Comprehensive Plan on February 27, 2025, and the Village of Palmyra, as an Interested Agency, intends to take action to adopt the Comprehensive Plan in March 2025.

**WHEREAS**, the members of the Village Board have carefully and thoroughly reviewed the Comprehensive Plan as revised and are satisfied that it meets the needs of the Village and the requirements of applicable laws.

**NOW THEREFORE BE IT FINALLY RESOLVED**, that the Village Board hereby adopts the Village and Town of Palmyra Comprehensive Plan dated February 2025 (Final Version), as an important planning tool that identifies a wide range of issues, initiatives, studies, projects, and programs which can be undertaken by various entities in the short-term and long-term.

Motion was made by Trustee Luke, seconded by Trustee Denniston. Vote, 4 ayes. **CARRIED**.

**MUSIC IN THE PARK** Community member Frank Irace would like to organize Music in the Park for the summer at no cost to the Village. He will work with the Village with dates.

**ORA ROTHFUSS EVENT** Motion to accept special event application for his event in the Village Park from June 6-8 was made by Trustee Parkison, seconded by Trustee Denniston Vote, 4 ayes. **CARRIED**.

**MOTION TO GRANT REQUEST FOR SEWER CREDIT** at 412 West Main St when a water leak under his house caused 44 hcu to leak for resident at was made by Trustee Luke, seconded by Trustee Denniston. Vote, 4 ayes. **CARRIED**. This is 44 hcu at \$1.50 per hcu for a total credit of \$66.

**MOTION TO ACCEPT 2025 O&M AGREEMENT FOR AUTHORITY OPERATION OF THE VILLAGE OF PALMYRA WATER SYSTEM** was made by Trustee Denniston, seconded by Trustee Parkison. Vote, 4 ayes. **CARRIED**. (See below for full resolution)

**MOTION TO ACCEPT 2025 LEASE OF VILLAGE OF PALMYRA SEWER SYSTEM** was made by Trustee Denniston, seconded by Trustee Luke. Vote, 4 ayes. **CARRIED**.

**WCWSA CONTRACTS**

**WHEREAS**, the Board of Trustees having determined that the adoption of this Resolution and entering into the referenced Agreements is a Type II action pursuant to 6 NYCRR tit. 6 § 617.5 (c)(33), and therefore not subject to review under the State Environmental Quality Review Act (SEQRA).

**BE IT RESOLVED**, the Village Board hereby requests, pursuant to Public Authorities Law §1199-ee, that the Wayne County Water and Sewer Authority (“Authority”) provide sewer and wastewater

operation and maintenance services for the benefit of the sewer users located in the Village of Palmyra, and all additional future sewer users to be established with approval of the Village Board, pursuant to a lease of the Village Sewer System to be entered into by and between the Village Board and the Authority. The Village Mayor is hereby authorized to sign such Lease and any other documents necessary to effectuate this Resolution; and

BE IT FURTHER RESOLVED, the Village Board hereby requests, pursuant to Public Authorities Law §1199-ee, that the Wayne County Water and Sewer Authority (“Authority”) provide water operation and maintenance services for the benefit of the water users located in the Village of Palmyra, and all additional future water users to be established with approval of the Village Board, pursuant to an Amended And Restated Water Operation And Maintenance Agreement to be entered into by and between the Village Board and the Authority. The Village Mayor is hereby authorized to sign such Operation and Maintenance Agreement, and any other documents necessary to effectuate this Resolution.

**EXECUTIVE SESSION:** As there were no further regular items to be discussed, a motion was made by Trustee Luke, seconded by Trustee Leo to go into Executive session for discussion of personnel at 6:50pm. Vote, 4 ayes. CARRIED. There will be no action taken after Executive Session.

Mayor Perry declared the return to public session at 7:52pm

**ADJOURNMENT** Next meeting will be April 7, 2025 at 6:00pm at the Village Hall. Motion was made by Trustee Leo, seconded by Trustee Luke to adjourn at 7:53pm. Vote, 3 ayes. CARRIED.

\*No call was received by 5:00pm on March 14 requesting to be on the agenda for public comment.

\*\*Please see handout at sign in table with information on Public Comment Rules for Village Meetings

Respectfully submitted,  
Rebecca Wetherby  
Clerk Treasurer