

Special Village Board Meeting Minutes
Room 202, Village Hall, 111 Elm Street, Penn Yan, New York
Thursday, August 28, 2025 at 9:00 a.m.

Present: Mayor Danny Condella; **Trustees** Teresa Hoban, Kevin McCloud, Norm Koek, and Dan Irwin; **Clerk/Treasurer** Holly Easling; **Village Attorney** Ed Brockman; **Director of Public Works** Melissa Gerhardt; **Police Chief** Thomas Dunham; **Municipal Utilities Commissioner** Lee Sackett

Absent: Fire Chief Mike Pedersen; **Trustees** Brenda Travis, Dan Henries; **Code Enforcement Officer** James Marshall

Public: None

Call meeting to order at 9:00am

D. Condella called the Special Village Board Meeting to order at 9:00am followed by the Pledge of Allegiance.

Public Requests and Comments

D. Condella opened the floor to the public for comments, and none were offered.

Other Business

Motion by K. McCloud, seconded by N. Koek to accept Matthew Fritz's resignation as Chief Water Treatment Plant Operator effective September 11, 2025.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Comments

No public comment.

Executive Session

Motion N. Koek by, seconded by K. McCloud to enter into executive session for work history of a particular employee at 9:06 a.m.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Present: Mayor Condella; Trustees McCloud, Hoban, Irwin, Koek; Clerk-Treasurer Easling; Attorney Brockman; Director of Public Works Gerhardt; Police Chief Dunham

Motion by N. Koek, seconded by K. McCloud to leave executive session at 9:45 a.m.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Regular Session

Motion by N. Koek, seconded by K. McCloud to accept William Wigsten’s resignation effective September 22, 2025.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Motion by T. Hoban, seconded by K. McCloud to create three (3) part-time water treatment plant operator positions and begin recruitment.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Motion by K. McCloud, seconded by D. Irwin to begin recruitment for (1) Chief Water Treatment Plant Operator.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Motion by N. Koek, seconded by D. Irwin to begin recruitment for (1) Water Treatment Plant Operator.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Motion by N. Koek, seconded by D. Irwin to authorize the Director of Public Works to take such action and execute such agreements as are a requisite to continue proper operation of the Water Treatment Plant, subject to the approval of the Village Mayor and Village Clerk-Treasurer.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Closed Session with Legal Counsel

Motion by K. McCloud, seconded by D. Irwin to enter closed session with legal counsel at 9:49 a.m.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Present: Mayor Condella; Trustees McCloud, Hoban, Irwin, Koek; Clerk-Treasurer Easling; Attorney Brockman; Director of Public Works Gerhardt; Police Chief Dunham

Motion by N. Koek, seconded by K. McCloud to leave closed session with legal counsel at 9:59 a.m.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Adjournment

Motion by N. Koek, seconded by T. Hoban to adjourn the meeting at 9:59 a.m.

Adopted 5 Ayes – D. Condella, T. Hoban, K. McCloud, N. Koek, D. Irwin
0 Nays 0 Abstain 2 Absent – B. Travis, D. Henries

Respectfully Submitted by:
Holly Easling, Clerk-Treasurer

