Village Board Meeting Minutes
Room 202, Village Hall, 111 Elm Street, Penn Yan, New York
Tuesday, April 21, 2026 at 6:00pm

Present: Mayor Patricia Christensen; **Trustees** Teresa Hoban, Brenda Travis, Kevin McLoud, Robert Craig, Ronald Dailey and Dan Henries; **Village Attorney** Ed Brockman; **Clerk/Treasurer** Holly Easling; **Police Chief** Thomas Dunham; **Fire Chief** Mike Pedersen; **Director of Public Works** Melissa Gerhardt; **Code Enforcement Officer** James Marshall; **Recording Secretary** Katie Tomlinson

Absent: None

Public: Leland Sackett, Bruce Lyon, Donna Kennedy, Dan Banach, Mark Morris, Marsha Devine

Call meeting to order at 6:00 p.m.

Pledge of Allegiance.

Public Hearings

2026-2027 TENTATIVE MUNICIPAL UTILITIES WATER AND SEWER BUDGETS

Motion by K. McLoud, seconded by R. Dailey to open the public hearing at 6:00 p.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

L. Sackett noted that preparing the budget takes a lot of effort and time and that Village employees do a good job. All persons who wanted to be heard, have been heard.

Motion by K. McLoud, seconded by R. Dailey to close the public hearing at 6:03 p.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Request for Closed Session with Legal Counsel

Motion by T. Hoban, seconded by D. Henries to enter into closed session with legal counsel at 6:04 p.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Present: T. Hoban, B. Travis, K. McLoud, P. Christensen, R. Dailey, R. Craig, D. Henries, E. Brockman

Motion by T. Hoban, seconded by K. McLoud to exit the closed session at 6:20 p.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by K. McLoud, seconded by B. Travis to adopt Resolution No. 21-2026, Water and Sewer Fund Budgets.

H. Easling stated that the overall budget increase is 3% when combining water and sewer. For the average single-family home, water rates will increase by 13.2%, while sewer will decrease by 9%. Which results in a net estimated increase of 3.1% combined water and sewer bill, or about $49 annually. D. Henries inquired if this budget reflects an increase due to not being able to extend sewer contracts. H. Easling noted that disinfection project has already been rolled to long-term; we currently have short-term financing for the headworks and force main projects that will transition to long-term financing once the project is complete. The project was estimated to take 18 months to complete.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by B. Travis, seconded by K. McLoud to adopt Resolution No. 22-2026, Water and Sewer Rates and Fees.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by K. McLoud, seconded by R. Dailey to amend 2026-2027 Tentative General Fund Budget with the following adjustments:

- Increase Village Justice Cost Center A -1110-1-170 Personal Services Court Clerks $1,904
- Decrease Police Department Cost Center A -3120-1-120 Personal Services Part Time $4,420
- Decrease Benefits Cost Center A -9030-8-800 FICA/Medicare $192
- Decrease Appropriated Fund Balance $2,708

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by D. Henries, seconded by T. Hoban to adopt Resolution No. 23-2026, General Fund Budget Adoption.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Minutes

Motion by K. McLoud, seconded by R. Dailey to approve Village Board Meeting Minutes for March 23, 2026, April 1, 2026, April 6, 2026 and April 13, 2026.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Guests, Public Requests and Comments

M. Morris, on behalf of Seneca Watershed Improvement Organization (SWIO), gave a brief organization update. Their last meeting was held on March 31st and was held at the Yates County Auditorium. They work with six counties; Yates provided a soil and water update at that time. The next meeting is planned for June 30th at 7:00 p.m. at the Finger Lakes Institute.

K. McLoud asked whether the Village had heard back regarding the PFAS lawsuit. M. Gerhardt stated that everything was submitted and expect a response in July.

B. Lyon asked about the annexation. P. Christensen stated that the litigation will not be discussed in public. B. Lyon then asked what the annexation would do for the Village's electric purchase power. M. Gerhardt noted the Village's hydro allotment would not increase for residential development. H. Easling explained that there is only a certain amount of hydro power for NYS, and that the addition of industrial users is considered for an additional dedicated allocation. Additional users would spread operating costs over additional consumption. Improvements in the electric infrastructure help with voltage and keeping up with power demand. More hydro power cannot be solicited for unless industry increases in franchise.

D. Kennedy related that until she and her family were homeless for over a month and a half that she hadn't realized that there was a housing crisis. She noted that the cost of a decent place to live costs $1600 or more; $4000 a month for a four-bedroom dwelling. D. Kennedy asked if the board would be willing to host a meeting to toss ideas back and forth on how we can somehow improve the housing situation for the people who live and work here, for those who don't qualify for subsidized housing. P. Christensen noted that a committee has recently been formed on the subject and offered to research it further and provide D. Kennedy with additional details. B. Travis stated that the board is aware of the crisis and are deeply committed to keeping our community growing and thriving. D. Kennedy believes that residents are being forced out.

Motion by D. Henries, seconded by T. Hoban to approve the Stones Walk, scheduled for Saturday, October 4, 2026 from 10am-12pm, with set up starting at 7:00am and break down from 12-3:00pm. The event route will be a loop around Horizon Park Dr, with a staging area on the west side of the loop property. Final approval is contingent on the following items being received:

- Signed Hold Harmless Agreement
- Application fee $150
- Supply Deposit Fee $500
- Certificate of Liability Insurance

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by D. Henries, seconded by K. McLoud to approve the 3rd Annual Wagers Apple Festival, scheduled for Saturday, September 19, 2026 from 9:00am-5:00pm, with set up starting at 8:00am and break down from 5:00pm-6:00pm. Street closure is being requested on Sherman St from E Main St to Lincoln Ave. Event parking will be available at the American Legion, McElwee Property, and Yates County Fairgrounds. Final approval is contingent upon the following items being received:

- Supply Deposit $500
- Certificate of Liability Insurance – Renew before Event
- Alcohol Agreement
- Operating Permit and Inspection for Rise & Shine Bread and Wagers Company Food Truck
- Health Permit for Rise & Shine Bread

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by D. Henries, seconded by B. Travis to approve 2026 Sidewalk Service Permit Applications for the following businesses:

- Tavern Restaurant, 114-118 Elm Street
- Amity Coffee Co., 3 Main Street
- Parkers Grille, 11 Main Street

H. Easling noted that Keuka Restaurant and Mustang Pub had not submitted a Sidewalk Service Permit Application yet.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by D. Henries, seconded by K. McLoud to waive the supply deposit of $500 for the Memorial Day Ceremony and Parade that is scheduled for Monday, May 25, 2026 from 10:00 a.m. – 12:00 p.m. Set up will begin at 8:00 a.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Mayor

Motion by P. Christensen, seconded by D. Henries to amend appointment of Bruce Gleason from alternate to full-time member of the Zoning Board of Appeals for a one-year term ending April 1, 2027.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Municipal Utilities
D. Banach (Chair), L. Sackett (Vice Chair), Commissioners S. Purdy, R. Hamilton and D. Hartman

M. Gerhardt congratulated Sarah Baxter for successfully passing the exam to become a licensed water treatment plant operator and Zach Carruthers for passing the exam to become a licensed Grade D Distribution Operator.

M. Gerhardt explained that the Village received a request to provide electric service to a maple sugaring facility on Sand Hill Road, which lies outside the Village's franchise area. She noted that NYSEG's infrastructure is located a considerable distance from the site; however, the Village does not provide service outside its franchise area, a position supported by the Municipal Board. Village Attorney E. Brockman and NYSEG attorneys were consulted, and it was determined that expanding the franchise area would be a complex process and could set a precedent the Village does not wish to establish. E. Brockman added that the maple sugaring facility would require an unusually large amount of electricity to produce syrup using reverse osmosis.

Motion by P. Christensen, seconded by K. McLoud to authorize Resolution No. 18-2026 to delegate Melissa Gerhardt to vote on behalf of the Village at the MEUA Semi Annual Meeting May 21-22, 2026.

Adopted (roll call): 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by P. Christensen, seconded by R. Dailey to authorize Resolution No. 19-2026 delegate Melissa Gerhardt to vote on behalf of the Village at the NYMPA Annual Meeting May 21-22, 2026.

Adopted (roll call): 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by P. Christensen, seconded by R. Craig to approve Municipal Utilities motions MUB 01 – MUB 08 as listed below:

MUB 01 Motion to authorize Melissa Gerhardt, Director of Public Works to retroactively sign the Field Trial agreement with Terex.

MUB 02 Motion to authorize Melissa Gerhardt and Holly Easling to attend the NYMPA annual meeting and MEUA Semi-Annual meeting May 21-22, 2026 at Embassy Suites in Syracuse. Registration fees are $165 per person; and hotel cost is $174 per night; Melissa's cost is covered by NYMPA, total cost to the Village is $339.00. Personal vehicles will be driven.

MUB 03 Motion to authorize the mayor to the contract with Rochester Pipeline for North Ave water main services that was awarded March 2026.

MUB 04 Motion to approve sewer forgiveness at 219 Lake Street in the amount of $133.03. The outside hose, froze and broke. Shawn Searles verified there are no open sewer connections on the same side as the outside hose spigot. Water did not enter the sanitary sewer.

MUB 05 Motion to approve Change order # 2 to Larson Design Group for the lead service line inventory project in the amount of $30,900 to add investigations and extend active construction for another three weeks.

MUB 06 Motion to the Village Board to accept the payment agreements in the amount of $23,124.13.

MUB 07 Motion to award WWTP concrete bid to Hamm's Landscaping for $16,372. They were the lowest bidder.

MUB 08 Motion to award Municipal Utilities Bid Nos. 01 - 05 as listed below:

Bid 01 26-27 Fiscal Year Hauling Materials bid to Long Milk Haulers, Inc. Standard material prices are 0-25 miles $6; 26-35 miles $8; 36-45 miles $10; 46-50 miles $11; 51 miles and over $13. Gabion price per ton delivered in the Village 0-25 miles $8;26-35 miles $10; 36-45 miles $12; 46-50 miles $13; 51 miles and over $14. They were the only bidder.

Bid 02 26-27 Fiscal Year hauling of biosolids to Cardinal Disposal for the cost of $400 for a 20-yard container plus $30 for a liner and $400 for a 30-yard container plus $30 for a liner. Pricing is to haul to either Ontario County landfill or Steuben County landfill. They were the lowest bidder.

Bid 03 26-27 Fiscal Year Sludge Hauling bid to GottaDo Contracting for the cost of .099 per gallon. They were the only bidder.

Bid 04 26-27 Fiscal Year pole line hardware bid to Stuart Irby for amount per Exhibit A. They were the lowest overall bidder.

Bid 05 26-27 FY power line clearing bid to Birchcrest Tree and Landscaping, LLC for $36,400. They were the lowest bidder.

M. Gerhardt explained that a water service replacement project will begin on North Avenue, where the existing six-inch main will be upgraded to 10- and 12-inch mains from Liberty Street to Hamilton Street. Notices have been posted on the Village website and Facebook page. The project is scheduled to begin the first week of May, with intermittent local road closures as needed. The road will be repaved at the end of summer following completion of the work. B. Travis requested that a notice also be posted on the electronic message sign.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Administration (Personnel and finance) B. Travis (Chair), R. Dailey and R. Craig

B. Travis reported that the Village Hall will be closed Wednesday April 22nd, 2026 from 12:00 – 1:00 p.m. for Administrative Assistant Day.

In recognition of Earth Month, Suburban Propane requested to coordinate a volunteer event with the Village to conduct litter pickup, gardening, graffiti removal or similar activities. The event is proposed to take place on a weekday during the first three weeks of May, from 9:00 a.m. – 12:00 p.m. M. Gerhardt will coordinate staff and volunteers.

Motion by B. Travis, seconded by K. McLoud to approve Resolution No. 24-2026 authorizing Village Clerk-Treasurer to schedule a public hearing for a Community Development Block Grant (CDBG) grant funding in accordance with CDBG regulations.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by R. Craig, seconded by B. Travis to approve Warrant 11-26.

SUMMARY

Paid Before Audit:		
	General	$30,018.46
	Electric	$673,093.23
	Sewer	$5,083.68
	Water	$5,918.29
	CDBG	
	Total Paid Before Audit	$714,113.66
Current Audit:		
	General	$105,831.11
	Community Development - CRC	$0.00
	Electric	$179,668.61
	Sewer	$196,871.78
	Water	$64,777.88
	Capital Projects	$46,000.00
	Trust & Agency	$9,423.31
	Total Current Audit	$602,572.69
	TOTAL AUDIT	**$1,316,686.35**

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by B. Travis, seconded by K. McLoud to approve Administration Motions ADM 01 – 07 as listed below:

ADM 01 Motion to authorize hiring John Wheeler, Aiden Griffiths, Gary Doan, Avery Castner, Giovanni D'Amico and Bernie Jensen as returning seasonal laborers at a wage of $17.00 per hour effective April 22, 2026.

ADM 02 Motion to provisionally appoint Sarah Baxter retroactively to Water Plant Operator Group VIII Step 1 at a wage of $30.99 per hour effective April 8, 2026.

ADM 03 Motion to remove Adam Folts from the position of Part-Time Senior Lineworker effective January 3, 2025.

ADM 04 Motion to accept a letter of retirement from Acting Justice David Grace effective May 31, 2026.

ADM 05 Motion to authorize Hannah Ray to attend NYSLRS Employer Education Seminar located at the Ontario County Office Building on May 15, 2026. A personal vehicle will be driven.

ADM 06 Motion to authorize the re-levy of water ($1,222.26) and sewer ($931.97) rents to be forwarded to Yates County by May 1, 2026, for placement on Village taxes (14 accounts).

ADM 07 Motion to authorize the re-levy of sidewalk repairs, lawn mowing, hedge trimming, and snow removal services in the amount of $1,408.04, with penalty, to be forwarded to the County by May 1, 2026, for placement on Village taxes (8 properties).

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Public Safety K. McLoud (Chair), D. Henries, B. Travis

Code Enforcement
The activity report for March 2026 was presented. In response to T. Hoban's inquiry about Garfield Street, J. Marshall explained that the property with an open basement, left following a fire and subsequent removal of the structure, has now been filled in.

T. Hoban also inquired about the East Main Street junkyard. J. Marshall stated that an inspection must be completed and progress documented prior to their next court date, or the matter will go to trial. He added that he's been in contact with the code officer from the Town of Milo, as the adjacent property falls within that jurisdiction.

J. Marshall requested closed session with legal counsel regarding an issue on East Elm Street.

Fire Department
The activity report for March 2026 was presented, M. Pedersen noted that the Fire Department received 75 calls for the year.

Motion by P. Christensen, seconded by R. Dailey to approve Penn Yan Fire Department Inc. 2026-27 slate of officers as listed below:

Chief – Mike Pedersen
1st Assistant – Frank Ellis
2nd Assistant – Rick Simpson Sr.
3rd Assistant – Mike Clancy
Captain – Paul DeBrine
Captain – Matt MacKercher
Captain – Rick Simpson Jr.
Lieutenant – Preston Pedersen
Lieutenant – Ryan Jensen
President – Jeff Housel
Vice President – Mike Carmel
Treasurer – Steve Morse
Secretary – Norm Koek

Adopted: 6 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 1 Abstain – D. Henries 0 Absent

Police Department
The activity report for March 2026 was presented, and T. Dunham provided a brief summary. He also noted that Investigator Marsh will be receiving several awards in recognition of his work with the Child Advocacy Center for Victims' Rights Week. A ceremony will be held on Friday at the County Court House beginning at noon.

Motion by P. Christensen, seconded by K. McLoud to adopt Resolution No. 20-2026 to limit parking to school buses in the pull-off area on the west side of Main Street to the rear of the Penn Yan Middle School.

R. Craig asked about how many school buses will use the area, and T. Dunham estimated that approximately three buses would use the space. T. Hoban inquired whether a specific time window for parking would be established, questioning the use of the word "time" in the resolution. E. Brockman suggested implementing a restriction of no parking, standing or stopping at any time, other than for school buses, in order to minimize potential hazards for students. T. Dunham noted that the school is okay with no parking during school hours, from 7:00 a.m. to 3:00 p.m. on weekdays.

M. Gerhardt pointed out that teachers currently use the area for parking. T. Dunham added that the school would like to be a good neighbor and noted that the fields behind the school are used for events, where available parking would beneficial; he thinks this would be considered off-street parking. M. Gerhardt also stated that the Village does not plow pull-off areas, and B. Travis observed that frequent parking has prevented the area from being cleared of snow.

P. Christensen clarified that the resolution is temporary and intended to grant the Police Department authority to place no-parking signage until a local law can be adopted to address the safety concerns with the right-of-way. D. Henries noted that this is a paved area in the Village right-of-way that is run by the school. E. Brockman sees it as a safety concern.

T. Dunham stated that the school proposed two options: (1) ban parking outright, or (2) restrict parking from 7:00 a.m. to 3:00 p.m. on school days. E. Brockman added that enforcement could occur once a law is adopted.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Intersection of East Main Street and Lake Street Discussion
D. Henries noted that the Public Safety Committee discussed possible options for the traffic light at the East Main and Lake Street intersection, and the consensus from that meeting was to consider converting the signal to a four-way stop. P. Christensen commented that traffic is likely to increase once the car wash opens. It was also noted that the business parking lot connected to this intersection was once controlled by a traffic light.

T. Hoban observed that drivers sometimes have a hard time determining right-of-way, and suggested that with a four-way stop would require everyone to stop, improving clarity. However, she acknowledged that traffic signal would allow for better traffic flow from Lake Street.

D. Henries noted that the light currently allows East Main Street traffic to flow that was changed from a four-way light that wasn't working well. Concerns for pedestrian safety were also raised. M. Gerhardt noted that the existing pedestrian crossing lights would require a fully operational traffic light system to function properly and suggested adjusting signal timing for improved traffic flow. She added that the traffic light infrastructure has been kept in case the current traffic pattern didn't work out. The crosswalk signals are currently covered and she recommended fully assessing the situation and experimenting with different signal timings before decommissioning the equipment.

T. Dunham expressed support for maintaining a traffic signal as the safest option. M. Gerhardt will look into options with signal rep and bring back to the Public Safety Committee for further discussion. K. McLoud asked that the light at Seneca and Main Streets be looked at too, noting that congestion from Lake Street can back up and impact traffic near Birkett Mills.

Fire Department Fueling Discussion
M. Pedersen explained that the Fire Department has the option to use the fueling station at the Yates County Safety Facility in Benton Center. He noted that fueling at local station can be unsafe and difficult, especially with the size of the new ladder truck. The county facility is large, lighted, covered, safe and

uses a fuel key for access. It was decided to keep the WEX gas cards in each of the vehicle for flexibility of other purchase options if needed.

Motion by D. Henries, seconded by K. McLoud to authorize the Penn Yan Fire Department to use the Yates County fueling facility.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Attorney

E. Brockman provided status on a couple of items. Firstly, the Village has been in discussions with NYS Office of Parks & Recreation (OPRHP) regarding the Outlet Trail behind Birkett Mills, a meeting will be held Thursday, April 30, 2026 to request clarification with regard to OPRHP requests.

Secondly, he stated that he is working through a right-of-way for the placement of utility poles in the Eastman Avenue area.

Public Works R. Dailey (Chair), D. Henries, T. Hoban

M. Gerhardt stated that Walkerbilt Park, formerly known as Lake Street Park, had a final walkthrough. She noted that, following completion of a few remaining items, the park is expected to open in May. The Department of State will attend a ribbon cutting ceremony planned for the end of May.

M. Gerhardt stated that the Village has recently received two inquiries from property owners requesting permission to pave in Village right-of-way, also known as the area between the road and sidewalk. She noted that this raises a bigger discussion of whether such requests should be permitted at all, noting that there are preexisting locations around the village where the right-of-way has been stoned/paved without permit or permissions.

K. McLoud expressed concern that limiting green space between the street and sidewalk distracts from the Village's curb appeal. He suggested encouraging anyone that is currently using the right-of-way for parking to restore the grass, noting that this would improve the overall appearance of the streetscape. B. Travis added that it would improve pedestrian safety if parking in the right-of-way were limited.

Regarding Lawrence Street, M. Gerhardt noted that a couple of areas on the street have been converted to stoned parking and asked what the appropriate policy direction should be. She added that they evaluate whether requests of this nature will impact utilities and drainage. K. McLoud suggested that as streets are worked on, the existing right-of-way parking areas should be restored to grass. J. Marshall proposed that, as a deterrent, property owners be required to tie into the storm drain.

M. Gerhardt also noted that some properties don't have off-street parking, for example on North Avenue. K. McLoud mentioned that Bath has a machine to do rolled asphalt curbing which the Village could potentially borrow. Discussion also included concerns about temporary versus continuous use of sidewalks and grass areas for parking.

T. Hoban suggested that some cases may need to be evaluated individually with regard to available parking. T. Dunham noted that some properties have off-street parking, but still destroy the right-of-way.

K. McLoud agrees that a case-by-case approach may be appropriate. M. Gerhardt stated that she will continue to bring requests to Public Works Committee for consideration.

Motion by D. Henries to approve blacktopping the right-of-way in front of 212 Lawrence Street. The motion was not seconded.

Motion by D. Henries, seconded by K. McLoud to approve Public Works Motions PW 01 – 04 as listed below:

PW 01 Motion to grant Finger Lakes Institute at Hobart and William Smith Colleges permission to operate their Watercraft Inspection Steward Program at the Penn Yan Village boat launch May 23, 2026 – October 31, 2026.

PW 02 Motion to grant Finger Lakes Institute at Hobart and William Smith Colleges permission to utilize the Penn Yan Boat Launch to set traps for Invasive Crayfish and Round Goby Monitoring.

PW 03 Motion to retroactively authorize the Director of Public Works to sign an agreement to monitor for invasive box tree moth.

PW 04 Motion to award Public Works Bid Nos. 01 - 05 listed below:

BID 01 26-27 Fiscal Year Vehicle Servicing to Polmanteer Auto for the cost of $108 for Light Duty Vehicles and $130 for Heavy Duty Vehicles. They were the only bidder.
BID 02 26-27 Fiscal Year Cemetery Foundation bid to DC Masonry. New foundations are .63 per square inch of surface area and replacement foundations are $1.25 per square inch of surface area. They were the only bidder.
BID 03 26-27 Fiscal Year Mowing bid to Hamm's Landscaping for $110 per hour. They were the only bidder.
BID 04 26-27 Fiscal Year General Tree clearing bid to Ironwood Heavy Highway LLC for $195.75 per hour, $272.28 OT per hour and no-load charge, they will haul to 30 Elmwood Ave. They were the lowest bidder.
BID 05 26-27 Fiscal Year gas and diesel bid to Mirabito for the cost of $0.375 over EIA for gasoline and diesel. They were the only bidder.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Community Revitalization Committee (CRC)
P. Christensen (Chair), R. Craig, R. Dailey, J. Bacher, S. Griffin

Last meeting was held on Thursday, August 7, 2025.

Community Arts Committee (CAC)
P. Christensen (Chair), T. Hoban, B. Gillespie, S. Castner, A. Baus

Last meeting was held on Monday, April 7, 2025.

Tree Board

T. Hoban (Chair), K. McLoud, D. Henries, J. Cranmer, R. Cahill

Last meeting was held on Monday, March 2, 2026.

An Arbor Day celebration is scheduled for Friday, April 24 at 1:00 p.m. at the Chapel in the Lakeview Cemetery on Elm Street where a crabapple tree will be planted. The Village is celebrating their Fifth year as a Tree City.

Comments

There were no additional comments from the public.

Request for Executive Session and/or Closed Session with Legal Counsel

Motion by K. McLoud, seconded by B. Travis to enter into Closed Session with Legal Counsel at 7:40 p.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Present: P. Christensen, T. Hoban, B. Travis, K. McLoud, D. Henries, R. Craig, R. Dailey, Attorney Brockman, H. Easling (arrived 7:45 p.m.), J. Marshall (left 7:54 p.m.)

Motion by K. McLoud, seconded by B. Travis to leave Closed session with legal counsel at 8:13pm.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by K. McLoud, seconded by B. Travis to enter into executive session for the acquisition of lease or sale of property at 8:13 p.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Present: P. Christensen, T. Hoban, B. Travis, K. McLoud, D. Henries, R. Craig, R. Dailey, Attorney Brockman, M. Gerhardt

Motion by B. Travis, seconded by R. Dailey to leave executive session at 8:31 p.m.

Adopted: 7 Ayes – T. Hoban, B. Travis, K. McLoud, P. Christensen, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent

Motion by K. McLoud, seconded by B. Travis to enter into Closed Session with Legal Counsel to discuss annexation matters at 8:32 p.m.

Mayor P. Christensen recused herself and left at 8:32 p.m.

Adopted: 6 Ayes – T. Hoban, B. Travis, K. McLoud, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 0 Absent 1 Recused - P. Christensen

Present: T. Hoban, B. Travis, K. McLoud, D. Henries, R. Craig, R. Dailey, Attorney Brockman, H. Easling

Motion by B. Travis, seconded by K. McLoud to leave Closed session with legal counsel at 8:54pm.

Adopted: 6 Ayes – T. Hoban, B. Travis, K. McLoud, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 1 Absent - P. Christensen

Motion by K. McLoud, seconded by Robert Craig to approve Dan Henries to be the Board liaison for all annexation litigation matters.

Adopted: 5 Ayes – T. Hoban, B. Travis, K. McLoud, R. Craig, R. Dailey
0 Nays 0 Abstain - D. Henries 1 Absent - P. Christensen

Adjournment

Motion by B. Travis, seconded by D. Henries to adjourn the meeting at 8:56 p.m.

Adopted: 6 Ayes – T. Hoban, B. Travis, K. McLoud, D. Henries, R. Craig, R. Dailey
0 Nays 0 Abstain 1 Absent - P. Christensen

Submitted by Katie Tomlinson