

VILLAGE OF VICTORY

VILLAGE BOARD OF TRUSTEES

MONTHLY MEETING MINUTES

~ May 12, 2026~

CALL MONTHLY MEETING TO ORDER:

Attending Mayor Corey Helwig, Trustee Tammy Mitchell, Trustee Nazarenko. Also attending Deputy Clerk/Treasurer Tiffany Seney.

APPROVAL OF MINUTES

MINUTES-Public Hearing/Regular Monthly Meeting April 14, 2026

- MINUTES-Village Work Session April 14, 2026
- MINUTES-Organizational Meeting April 14, 2026

A motion was made by Mayor Helwig to approve all meeting minutes for April 14, 2026, and was seconded by Trustee Nazarenko. All in favor, AYE 3-0.

VILLAGE BOARD ANNOUNCEMENTS OR CORRESPONDENCES:

- Village of Victory is looking for members to join our Event Committee (See Flyer)
- David Nevins Fire Department Chicken BBQ May 16, 2026

MONTHLY REPORTS:

All reports are read as presented and highlighted as follows:

A. CODE ENFORCEMENT OFFICER REPORT

- CEO Larry Wolcott provides written report.
- 70a-70c Gates Ave Apartment Building. Notice of Possible Unsafe Structure. Need Inspection (Fire Inspection)

Mayor Helwig read the report as follows.

- **37 Herkimer St: No new update**
- **23 Herkimer St: No new progress, Mayor Helwig noted we will have a discussion with our attorney to schedule a meeting with the property owner, as the building permit is set to expire in June.**
- **28 Gates Ave: Fence permit issued**
- **29 Pond St: Fence permit issued**
- **5 Schuyler Heights Dr: OTR issued**
- **7 Schuyler Heights Dr: Code enforcement reached out to the property owner to apply for a building permit for fire restoration work.**
- **38C Schuyler Heights Dr: Entry Porch and stairs completed.**

- **70a-70c: Scheduling fire inspection with resident.**

B. DPW DEPARTMENT REPORT

- DPW Supervisor Logan Steele provides written report

C. FIRE DEPARTMENT REPORT

- Fire Chief Nathaniel Fort provides written report

D. WATER DEPARTMENT REPORT

- Commissioner Healy provides written water report

E. VILLAGE TREASURER'S REPORT

- Village Clerk Treasurer's provides written report

F. PLANNING BOARD REPORT

- No Meeting/No Report

Mayor Helwig would like the planning board to schedule a meeting to appoint a new chairman.

G. ZONING BOARD OF APPEALS REPORT

- No Meeting/No report

H. VICTORY MILL DEMOLITION AND REDEVELOPMENT

- Village Clerk Treasurer provides written report

I. CDBG Project

- Village Clerk Treasurer provides written report

Deputy Clerk is currently working with Code Enforcement and Zoning to gather the proper documentation for Flatley Read. Homes are currently being inspected, and engineering services will soon be going out to bid.

OLD BUSINESS

A. Personnel Handbook Update

Mayor Helwig Made a motion to table this agenda item until June for further review, and was seconded by Trustee Mitchell. All in favor- AYE 3-0.

B. Reduction of Speed: Route 4 between Evans and Village of Schuylerville

The Village attorney is currently working on the Speed reduction for Route 4 and Evans st.

NEW BUSINESS:

- A. RESOLUTION: Budget Amendment.
A motion was made by Mayor Helwig to approve this Budget Amendment and seconded by Trustee Nazarenko. All in favor-AYE 3-0.
- B. RESOLUTION: Capital Reserve Building Fund. 10,000.00 Transfer
A motion was made by Mayor Helwig to approve the transfer of \$10,000 to the Capital Reserve Building fund, and was seconded by Trustee Mitchell. All in favor-AYE 3-0.
- C. RESOLUTION: FY26.27 Correction, Re-adopt Final Budget
A motion was made by Mayor Helwig to approve the correction and Re-adopt the final Budget, and was seconded by Trustee Nazarenko. All in favor- AYE 3-0.
- D. RESOLUTION: Transfer of Funds from NYCLASS to General Fund Arrow Bank Account.
A Motion was made by Mayor Helwig to approve the transfer of \$33,000 from NYCLASS to Arrow Bank, and was seconded by Trustee Mitchell. All in favor-AYE 3-0.
- E. RESOLUTION: Transfer of Funds from Arrow Bank Sewer Account to NYCLASS Sewer Account \$30,000.
A motion was made by Trustee Nazarenko to transfer \$30,000.00 from Arrow bank to NYCLASS, and was seconded by Mayor Helwig. All in favor-AYE 3-0.
- F. RESOLUTION- Transfer of Funds from Capital Reserve account to General Fund for Gutters \$5638.00.
A motion was made by Trustee Mitchell to approve the transfer of \$5638.00 from Capital reserve fund to General fund, and was seconded by Mayor Helwig. All in Favor-AYE 3-0.
- G. Approval: Summer Hours- 10 hour days.
The board did not approve these hours. DPW hours will continue to be Monday-Friday 7-3:30pm.

H. Sewer Quotes- Paving, PPE, Pressure Washer, Microsoft Sewer quotes.

Mayor Helwig made a motion to approve paving for the following in priority order:

- 1. Village Parking lot**
- 2. Whites Alley**

This motion was seconded by Trustee Mitchell. All in favor- AYE 3-0.

A motion was made by Mayor Helwig to approve the quote from ADK to upgrade the sewer software program and was seconded by Trustee Mitchell. All in Favor- AYE 3-0.

OPEN FLOOR:

NO COMMENT

AUDIT CLAIMS:

- Abstract #12 ~May 2026
 - General Fund: \$43,043.22
 - Sewer Fund: \$10,667.52
 - Capital Project Fund (Mill Project): \$11,158.00

Trustee Mitchell made a motion to approve the abstract claims for May 2026 and was seconded by Mayor Helwig. All in Favor- AYE 3-0.

UPCOMING VILLAGE BOARD MEETINGS:

- Special Meeting: Fiscal Year Close Out May 27, 2026 at 4:30pm
- Monthly Work Session Budget Workshop~ June 9, 2026 at 5:45pm
- Monthly Board of Trustees Meeting ~June 9, 2026 at 6:30p.m.

ADJOURNMENT

4/29/2026

A motion was made by Trustee Nazarenko to adjourn the meeting and was seconded by Mayor Helwig. All in favor- AYE 3-0.