

The minutes of the Village of Waterville Board of Trustees board meeting held on November 24<sup>th</sup>, 2025. Minutes to be approved at the next board meeting on Monday, December 8<sup>th</sup>, 2025.

**In attendance:** Mayor - G. Ostrander, DPW Superintendent J. Bechy, Village Clerk/Treasurer – G. Barnes, Village Attorney S. DiGiorgio, Fire Chief J. Waufle, CEO B. Bialek, Trustees: L. Stern, Trustee Bogan, Trustee A. Briggs

**Not in attendance:** Trustee A. Hilley

**Public in attendance:** Patty Louise

1. Meeting called to order at 7:00pm
2. Approve the minutes of October 27<sup>th</sup>, 2025 Board meeting
  - **Motion to Approve – B. Bogan**                      **2<sup>nd</sup> – A. Briggs**                      **Carried**
3. Purchase Order(s) to approve
  - **Motion to Approve – L. Stern**                      **2<sup>nd</sup> – B. Bogan**                      **Carried**
4. Approve Audit of Expense General Fund, Trust & Agency, CDBG Abstracts
  - **Motion to Approve – A. Briggs**                      **2<sup>nd</sup> – B. Bogan**                      **Carried**
5. Public Participation – No Public
6. Department Head's Reports
  - DPW Superintendent Bechy
    - DPW Laborer, Jake Jones, is resigning from the Village. An ad will be put in the paper looking for a replacement.
    - Presented October's DPW report
  - Fire Chief Waufle
    - All the trucks have been serviced, but have not had a pump test.
    - 424 has an exhaust leak.
  - CEO Bialek
    - Attended a continuing education course on the 2026 new codes and a zoning webinar on accessing private property.
    - Schoolhouse Apartments had a broken elevator that trapped residents. The elevator phone did not work either. The elevator was fixed, and a Certificate of Operation was received. The inspection on the elevator is due in December.
    - A stop work order was issued for 131 E. Main St. They were working without a permit and have not submitted work plans for the new building. The building will have 1<sup>st</sup> floor storage and a 2<sup>nd</sup> floor apartment. The property will need to apply for a zoning variance.
    - 333 Stafford Ave. building permits have expired. They will not be renewed until a resolution can be found with the owner.

- Clerk/Treasurer Barnes
  - Asked the Board's permission to start paying the Elan Financial credit card invoice online. The company is not receiving payment timely due to mailing and processing delays and the Village is being charged finance and late charges. The invoice will not be paid until after the Board has been presented with the Pay Abstract and approved.  
**Motion to Approve – G. Ostrander      2<sup>nd</sup> – B. Bogan      Carried**

7. Trustee's Reports/Old Business

- No old or new business.

8. Adjournment, the next meeting will be Monday, December 8<sup>th</sup>, 2025 at 7pm.

- **Motion to adjourn – A. Briggs      2<sup>nd</sup> – L. Stern      Motion Carried**
- **Time – 7:34 pm**

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Village Clerk's Signature

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Date