



Chief of Police - Shawn Broton  
Police Administrator - George Millet

Chittenango Police Department  
222 Genesee Street  
Chittenango, New York 13037

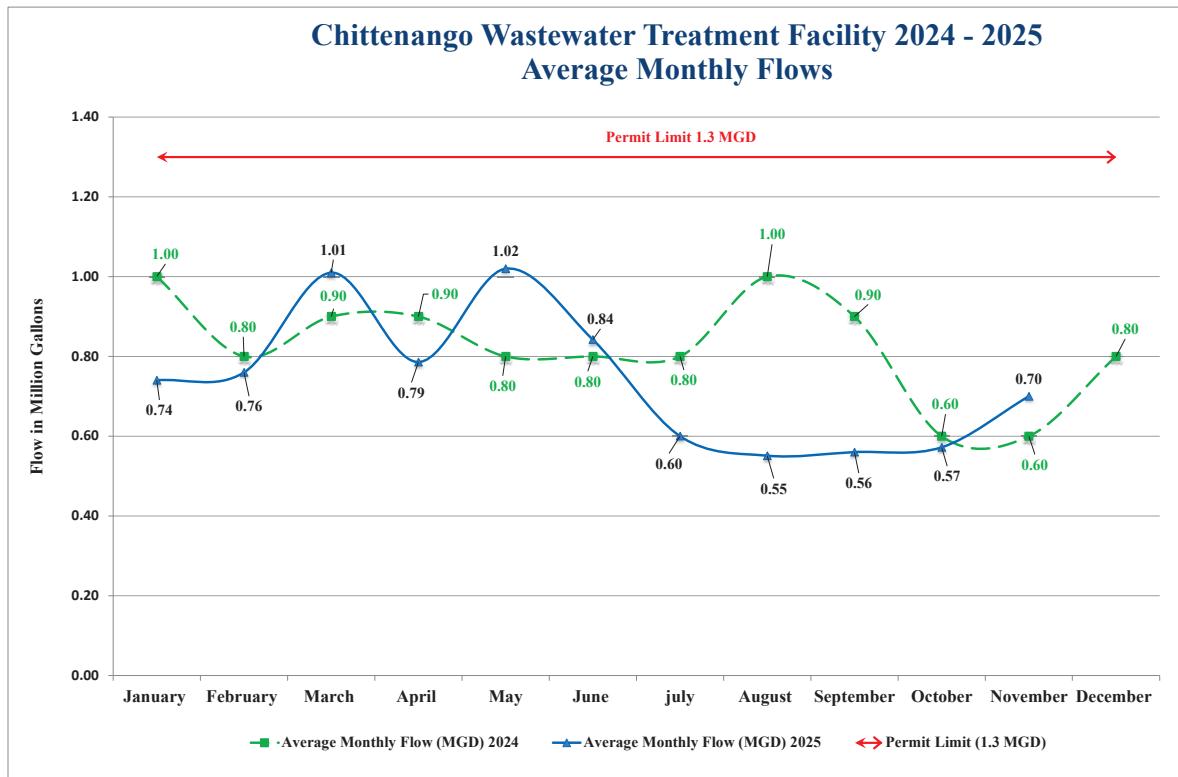
MONTHLY REPORT TO THE VILLAGE BOARD  
NOVEMBER Activity 2025

Generated Calls/ResponseCalls/Follow up	198	
Local Law Violation		
Traffic Stops/Warnings	Stops	Warnings
	70	48
V&T - UTT Moving/UTT Other	UTT Moving	UTT Other - 4
	21	Parking - 2
DWI	Officer	Date
	Nemeti	11/11/25
Violation PL Arrest		
Felony PL Arrest		
Misd. PL Arrests	3	
Property Checks	659	
Citizen Contacts/Foot Patrol	241	
Personal Injury Accidents		
Property Damage Accidents	3	

# Chittenango Wastewater Treatment Facility November 2025 Report

31.5 million gallons were processed with a monthly max of 1,200,000 gallons per day.

All EPA/DEC permit requirements were achieved.



## 2025 totals

Total Flow = 2248 Million Gallons  
Sludge Hauled to Landfill = 313.9 Tons



Ordered Replacement for leaking Backflow Preventer at a cost of \$6,934. Replacement is the exact same unit, Installation should be straight forward.

**PROPOSAL**

HENDERSON BROS CONTRACTING INC.  
47 GILDNER ROAD, PO BOX 788  
CENTRALIA, NY 13036-0788  
TEL: 315-698-6160  
FAX: 315-698-6122

TO:	PHONE	DATE
Village of Chittenango STREET 222 Genesee St P.O. Box 13037 Chittenango, NY 13037		12/3/25
ANCHOR:	JOB NAME	
Isaac Collins	RAS Pump Replacement at WWTP	
	JOB LOCATION	
	Chittenango, NY	
	DATE OF PLANS	
WE HEREBY SUMMIT SPECIFICATIONS AND ESTIMATES FOR:		
Installation of pumps provided by the Village of Chittenango. Each pump installation price will vary slightly due to different configurations of piping to existing pumps. Pipe and fittings will be purchased as needed to modify existing piping to connect to new pumps. We numbered the pumps left to right.		
RAS Pump #1 (Furthest Left): \$6,331		
RAS Pump #3 (Furthest Right): \$6,295		
Price Includes: Prevailing Wage, Certified Payrolls		
Not included: Any bonding, M/WBE plans, Permits, environmental remediation, painting, sales tax, electrical work, warranty, A/S, or additional insurance.		
Please call us if you have any questions.		

Received price quote from Henderson Brothers for new RAS pump piping & Installation:

Totaling: \$10,626

## **December 2025 Clerk's Report**

**(as of 12/16/25)**  
**(Last Report dated 11/17/25)**

Received from Madison County Treasurer \$19,794.93 for April-September mortgage tax.

Received from Madison County Treasurer \$996.62 for April-September GAP elimination.

Sewer payments received from 11/18/25 to 12/12/25 total \$31,129.51 which includes \$16,921.41 Oneida Indian Nation CAP fees and payments.

Received \$1,059.33 from American Towers LLC for December cell tower rental fee.

Received from Charter Communications \$14,453.17 for July, August, September franchise fees.

Seven tax searches were processed between 11/18/25 and 12/15/25. Total revenue is \$245 in clerk's fees.

Received \$290 from Town of Sullivan for October and November processed Village death certificates.

Received \$101.52 in utilities taxes.

Bulk trash online payments plus cash received from 11/18/25 to 12/16/25 totaled \$496.00.

## **CODE ENFORCEMENT REPORT**

**November, 2025**  
**Jeff E. Geer - Code Enforcement Officer**

## Permits Costs

November      2025

<u>Permit</u>	<u>Number</u>	<u>Permit Cost</u>	<u>Construction Cost</u>	<u>Sewer</u>
New Homes	0	\$0.00	\$0.00	\$0.00
Two Family	0	\$0.00	\$0.00	\$0.00
Commercial Building	0	\$0.00	\$0.00	\$0.00
Commercial Addition	0	\$0.00	\$0.00	
Fence	1	\$68.00	\$6,985.00	
Sign	2	\$151.00	\$7,810.00	
Deck	1	\$80.00	\$11,000.00	
Storage Shed	1	\$0.00	\$500.00	
Accessory Structure	1	\$71.00	\$7,641.00	
Pools	0	\$0.00	\$0.00	
Hot Tub	0	\$0.00	\$0.00	
Alterations/Renovations	3	\$952.00	\$262,043.09	
Addition	0	\$0.00	\$0.00	
Detached Garage	0	\$0.00	\$0.00	
Attached Garage	0	\$0.00	\$0.00	
Demolition	0	\$0.00	\$0.00	
Storage Building	0	\$0.00	\$0.00	
Photovoltaic Power Syste	0	\$0.00	\$0.00	
Stand-by Generator	0	\$0.00	\$0.00	
Gas Fireplaces	0	\$0.00	\$0.00	
Pellet Stove	0	\$0.00	\$0.00	
Wood Stove	0	\$0.00	\$0.00	
Retaining Wall	0	\$0.00	\$0.00	
<b>TOTAL</b>	9	\$1,322.00	\$295,979.09	\$0.00

### **Fiscal Year - Total to Date Collected**

Building Permits	\$7,826.00
Sewer	\$50.00
Sewer Upgrade	\$1,000.00
Site Plan Review	\$0.00
Variance	\$200.00
Subdivision	\$0.00
Flood Plain	\$0.00
<b>TOTAL</b>	<b>\$9,076.00</b>

## ACTIVITY REPORT – November 2025

### CERTIFICATE of COMPLIANCE and OCCUPANCY

<u>INSPECTIONS</u>	<u>Nov.</u>	<u>YEAR TO DATE</u>
Dwellings	0	0
Additions	0	1
Alterations/Renovations	1	12
Demolitions	0	0
Wood Stoves	0	0
Fence	1	18
Swimming Pools	0	3
Hot Tub	0	1
Commercial Buildings	0	1
Attached Garage	0	0
Detached Garage	0	0
Signs	1	3
Gas Fireplaces	0	0
Storage Buildings/Warehouse	0	0
Deck	0	10
Storage Sheds	2	-1
Accessory Structure	2	11
Photovoltaic Power System	0	1
Standby Generator	0	2
Retaining Wall	0	0

Village of Chittenango

## Complaint By Type

11/1/2025 - 11/30/2025

Complaint Type: < All >

*Activity report continued*

Complaint #	Open Date	Status	Location	Identifier	Owner
<i>Complaint Type: Motor Vehicle</i>					
2025-0991	11/04/25	Open	157 Genesee St W	49.40-1-12	Derek Zehr
<b>Complaint Type: Motor Vehicle</b>					<b>Total #: 1</b>
					<b>Grand Total: 1</b>

## ACTIVITY REPORT – November 2025 continued

### Property Maintenance & Fire Inspection

1. 611 Lakeport Rd, Barrett Brothers Auto Repair, Inspection, 6 violations noted.
2. 540 Genesee St, Kinney Drugs, 1<sup>st</sup> reinspection, all violations corrected (5).
3. 524-540 Genesee St, Building-SMP, Inspection 2 violation noted
4. 601 Lakeport Rd, Denny Professional Building, Inspection, 6 violations noted.
5. 500 Genesee St, Chittenango Pizza, 2<sup>nd</sup> reinspection, all violations corrected (5).
6. 104 W. Genesee St, Sun Chevrolet-Sales, 1<sup>st</sup> reinspection, all violations corrected (4).
7. 104 W. Genesee St, Sun Chevrolet-East Service, Inspection, all violations corrected (2).
8. 104 W. Genesee St, Sun Chevrolet-West Service, Inspection, all violations corrected (3).
9. 101 Lake St, Sun Chevrolet-Upper Service, 1<sup>st</sup> reinspection, 1 violation still exists.
10. 438 Genesee St, Annona Services, 2<sup>nd</sup> reinspection, 1 violation still exists.
11. 438 Genesee St, Healing Hands of CNY, 2<sup>nd</sup> reinspection, 1 violation still exists.
12. 438 Genesee St, English Apartment, 2<sup>nd</sup> reinspection, 1 violation still exists.
13. 153 W. Genesee St, Oneida Health Care Building, 1<sup>st</sup> reinspection, violation corrected (1).
14. 153 W. Genesee St, Chittenango Quick Draw (Lower), 1<sup>st</sup> reinspection, violation corrected (1).
15. 153 W. Genesee St, Chittenango Family Care (Upper), 1<sup>st</sup> reinspection, violation corrected (1).
16. 520 Genesee St, Burger King, 1<sup>st</sup> reinspection, 4 violations still exist.
17. 101 Lake St, Sun Chevrolet-Upper Service, 2<sup>nd</sup> reinspection, all violations corrected (2).

### Complaints

### Planning/Zoning Board of Appeals

1. Property owner Hunter Havener appeared before the Board. He has a tenant renting office space at 216 Genesee Street and is operating a massage business. Per the Village Code this type of business requires site plan approval and the signage for the business needs to be reviewed for compliance with the Village Comprehensive Plan as 216 Genesee Street is located within the Downtown Overlay District.
2. Contractor Charles Trett appeared before the Board as he has been hired by Frio Eye Care of 303 Genesee Street to build an ADA compliant ramp and new front stairs. 303 Genesee Street is located within the Downtown Overlay District and the new ramp and stairs needs to be reviewed for compliance with the Village Comprehensive Plan.
3. Jake McKenna from Parsons-McKenna Construction Company appeared before the Board to seek an amendment to the site plan for Superior Metals Manufacturing at 901 East Genesee Street. Parsons-McKenna Construction Company has been hired by SMM to enclose an existing open storage area that has a roof covering at the rear of the building.
4. Chris Simmons appeared before the Board seeking an area variance for 112 Jacob Lane. Simmons wants to have a new single-family dwelling built at 112 Jacob Lane and due to the hilly terrain at the rear of the property he is seeking a variance to the required front setback of 35'. The relief is for a 10' front setback.

### Special Projects

1. Performed monthly fire extinguisher, exit sign & emergency light inspections at the Village Hall.
2. Salt at Village Hall on a handful of occasions.
3. Codes provided coverage for Town of Sullivan Fire Inspector November 5<sup>th</sup> through 9<sup>th</sup>. No Calls for assistance.

Activity report ~ continued

4. The Codes Officer was contacted by Yazeed Yallado who is representing two individuals who are interested as new property owner and new convenience store owner for 298 Genesee Street. Yallado is inquiring as to what would be required by the new owners to continue to operate the convenience store.
5. Codes starts the review and change over to the new 2025 Uniform Fire Prevention and Building Code from the 2020 Code. The new Code goes in effect January 1, 2026.
6. The Madison County Public Health contacted the codes office requesting that Codes participate in an interview with representative from CGR (Center for Governmental Research). CGR was hired by Madison County to interview all Code Enforcement Officers that work within Madison County to learn about their needs and gain their perspectives relative to what can be done to improve code enforcement services in Madison County.
7. The Codes Officer was contacted by Tom Pieczarka, Director of Maintenance at the Grand Health and Rehabilitation at 331 Russell Street. Pieczarka had questions about exit and emergency exits and the Code requirements for them. These questions stem from a recent inspection by the New York State Department of Health. Codes met Pieczarka at 331 Russell Street to review and discuss the questions.
8. Rachel McChain contacted the Code Office. She is looking into possible purchase of a vacant lot at 306 Madison Street. This lot is considered as existing and non-conforming. Attorney Robert Benson who is representing McChain is requesting a letter from the Code Enforcement Officer that a single-family dwelling can be built on this lot.

**ACTIVITY REPORT to DATE ~ 2025**

222	Inspections
97	Permits Issued
2	Expired Permit Notice or Closed Permits
10	Operating Permits
23	Vehicle Administrative Notice
5	Vehicles Unlicensed
5	Appearance Tickets
5	Order to Remedy Violation
4	Warning Letters
1	Stop Work Orders
1	Fires
188	Property Maintenance and Fire Safety Inspections
0	Certificate of Occupancy
0	Temporary Certificate of Occupancy
72	Certificate of Compliance
0	Change of Use/Occupancy
40	Grass Violations
33	Hours of Training

## **Village Administrator Report, December 18, 2025**

### **NY Forward Grant:**

The project lists should be completed by the end of December and then will be forwarded to the State for their final selection and approval of the project list. We are hoping to have an announcement from the Governor's office sometime in April 2026.

### **Comprehensive Plan:**

Attended the monthly planning session for the comprehensive plan in which we reviewed the previous month's minutes and then worked on an action plan with our strengths, weaknesses and goals. This group meets once a month and we hope to come up with a timeline for when the project should be complete.

### **Climate Smart Project:**

Caroline and I met with the Central New York Regional Planning Board Rep and went over the checklist which we need to work on in order to get certification. We came up with a plan for some projects that we need to submit that had already been completed and then a list of projects that we are going to work on that will get us towards the 120 points and two priority projects that we needed to get completed for the silver certification. Right after the first of the year we are going to schedule a meeting with the committee and bring them up to speed on where we are and also give them a list of projects that they can start working on to help us get the silver certification.

### **Downtown Sidewalk Cleanup:**

In order to help our downtown business district be more successful we have taken a more aggressive approach to cleaning the snow between the sidewalk and the curb so that patrons can get from their vehicles to businesses. So far, we have been able to accomplish this twice in the last month. The only problem with this is it needs to be completed first thing in the morning, which we can only do when it's not snowing and we are not out plowing and sanding, which during the last month has greatly limited our opportunities to clean the walks.

### **Tree Lighting Event:**

We assisted the tree lighting committee with both setup and teardown of this year's annual event. We also got the park ready for the event including decorating and snow removal on that day in preparation of the traffic we anticipated. The project seemed to be very successful and well attended. On a side note, the DPW won this year's chili cook off against the Fire Department and the Police Department. After the event was over, we critiqued the event and came up with several small items that we will do differently next year in an effort to make the project a little more user-friendly.

### **Annual Street Inventory Report:**

I filed our annual street inventory with the New York State Department of Transportation. This is a list of every street in the village with length and width of each street listed separately. This report is used in conjunction with our annual CHIPS project.

### **Legion Drive Pump Station:**

I did receive a cost estimate for the replacement of the Legion Drive pump station of which we will work into next year's budget numbers. The one quote I received will be used for budgetary purposes only and because of the price, we will definitely need to do a RFP once the specification has been written.

**Poolsbrooke Pump Station:**

Still waiting for Mark to get this report and testing completed.

**Tree Removal on Trail:**

We had a rather large tree that fell across the trail down by The Grand. We attempted to see if we could remove the tree but because of its size it was necessary to contract with Walker Tree Removal to cut up and remove the tree. This has since been completed and the trail is now open again.

**Canal Working Group:**

No meeting in December. Ben Walsh has been named the head of the NYS Canal Authority.

**GPS Data System:**

We completed the training on our new data entry system and the DPW has begun adding the signs that had been replaced during 2025. In the spring we will start logging in all of the catch basins and manholes throughout the Village, and at the same time we're doing that, start an active cleaning program on our catch basins that may need it.

**Street Light Conversion LED:**

All of the paperwork, including the check that was required to be to National Grid by December 1st has been filed and we are awaiting the start of the replacement.

**Tent Sites at Recognition Park**

Our tent site has officially been closed for the season.

**Poolsbrook Sewer Agreement:**

Nadine will be preparing a MOU for Poolsbrook Sewer Agreement that we should be able to approve at Thursday night's meeting. This agreement will extend out the current agreement with all the same conditions for an additional three years.

**Lakeport Road Sewer District:**

The Mayor, Dan Cunningham and I attended a meeting with the Town of Sullivan and their engineer at which we discussed the Lakeport Road. sewer district and the possibility of taking sewage West of Lakeport Road into our plant. We expressed our concerns that we would need assurances that we would not need to be making any major improvements to the plant if this was to become a reality. I was given some tentative numbers which I will work with to see if this project would be in the best interest of the Village to pursue.

**Creek Walk Section Three:**

We are having some issues with DEC to finish the last section of the trail that leads to the canal. They were looking for the SEQRs that had been completed on the previous sections of trails which I was able to go back and research through the minutes and locate the ones from 2008 and 2013 and send DEC documentation that SEQR had been completed on those two sections. Unfortunately, we are unable to find where a SEQR was filed on Section 3 which included the land purchased behind the Dollar General store and any work that had been completed on this section. Because of this hold up I do have some concerns that we may miss the window in which we can take down the trees that needed to be removed in order to

construct the trail. If this happens, it may be necessary that this section of trail construction be put off even further. Our engineer is working with DEC to see what we can do to satisfy their requirements and be able to stay within our window of opportunity for the tree removal.

**Website Upgrade:**

Jason has sent Collin an invitation to his server so that the website can be moved.

**Street Sign Project:**

Holding off on this project till spring in hopes that the prison system will start up the Corcraft line of products that municipalities can buy.

**Generator Grant:**

Grant has been submitted, and we are currently waiting on it to be awarded which should be in late fall or early spring.

**Marketing Grant:**

In July we submitted a grant request for up to \$50,000 which we will use towards our marketing portion of the New York Forward Grant. This money can be used if we are awarded the grant for the project. This grant will probably be awarded in the spring.

**DPW:**

Night shift Mon – Fri 3am – 11am

Plow and sand when needed

Did several sewer calls during the month

Trash and recycling collection Tue-Thursday

Brush pickup is occurring on Mondays

1st and 3rd Friday Bulk pickups

Worked on repairing several Village-owned streetlights

Xmas decorations put up throughout the Village