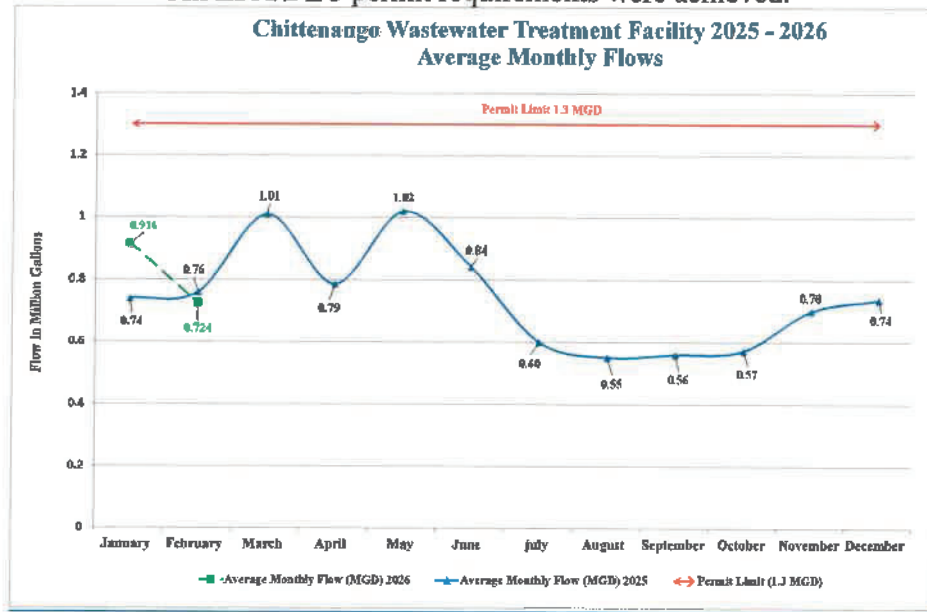


Chittenango Wastewater Treatment Facility February 2026 Report

20.3 million gallons were processed with a monthly max of 980,000 gallons per day.

All EPA/DEC permit requirements were achieved.



2026 totals

Total Flow = 48.7 Million Gallons

Sludge Hauled to Landfill = 39.13 Tons



(1)



(2)



(3)

- New RAS pumps connected to VFD's and currently in operation. (1)
- Continued issues with bolts coming loose in new clarifier skimmer arms. The skimmer blade drops from the skimmer trough abruptly each revolution causing a large vibration through the whole arm. We plan to retrofit a ramp to smooth out the drop and eliminate any vibration. (2)
- All blower operator interface screens stopped displaying values after a power outage on 3/22/26, we are having electricians look into the communications wiring this week. Blowers remain operational without display values. (3)

Village Administrator Report, March 26th, 2026

Meeting with Canal Corp Director:

The Mayor and I had a meeting with the New York State Canal Director Ben Walsh at the Canal Museum. The purpose of the meeting was for Ben to learn about the Village and a little bit about us. He has requested a second visit later in the year so that he can take a tour of the Village.

PERMA Grant:

I submitted a grant to PERMA and requested funds to purchase a new air monitoring meter, exhaust fans and other safety equipment for confined space entry. This grant will be awarded on March 27th and will be for either \$1,000, \$3,000 or \$5,000.

Repair Collapsed Drainpipe:

There was a drainage pipe that went from Falls Blvd. by the Methodist Church through the parking lot of the building on the corner of Falls and Madison and ended in Chittenango Creek. That pipe had collapsed and the water was coming out into the parking lot and into the neighbor's yard on Falls Blvd. After several attempts to have the County or the State repair the pipe we ended up replacing it last week. We installed approximately 100 feet of 24 inch plastic drain line and the water no longer exits into the parking lot and floods the neighbor's yard.

2026-27 Budget:

Finished working on the 2026 - 27 budget. Next, we'll be doing the budget workshop on April 1st and then a public hearing on April 7th.

Insurance Policy Renewal:

All information requests were completed and submitted to Haylor, Fryer and Coon from which they will solicit quotes for the coming year.

Madison County Highway Supt Mtg:

No meeting as the group attended Albany for a meeting with the current legislators in an effort to increase funding for highway projects.

Onondaga County Mayors Assn:

The Mayor and I attended the Onondaga County Mayors' Association meeting in Liverpool. Mayor from Marcellus spoke on NY Forward Grant they received and we spoke on the status of our grant. We also had a round table discussion about various issues effecting all of the Villages. Mayor Sharron Owens from the City of Syracuse also attended the meeting.

NY Forward Grant:

Project has been sent to the State for review and final selection of which projects have been selected. We are hoping to have an announcement from the Governor's office sometime in April 2026.

Comprehensive Plan:

The Mayor and I attended this meeting. The speaker for this month was Kate from Madison County Tourism who shared information on the occupancy tax and how it has increased over the last several years. We also went over the survey that will be distributed to Town residents both through the outcoming EDM and the Town of Sullivan recreation flyer.

Climate Smart Project:

Worked on gathering some additional information that was requested regarding street light utilities. Next up will be the committee meetings hopefully to be held sometime in April.

Legion Dr Pump Station:

Replacement of this 30+ yr old pump station will be in 26-27 budget.

Poolsbrooke Pumpstation:

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

Canal Working Group:

Most of the meeting was on upcoming events and the Canal Boat Float. I gave the group an update on the work that we were finishing up at the tent site and there was some discussion regarding the project in Canastota.

Street Light Conversion LED:

Working with National Grid and the Central New York Planning Department and selecting the wattages for the streetlights that are to be replaced. They have the plan for the decorative lights and I'm working on the plan for the Cobra head lights.

Tent Sites at Recognition Park

We are working on some of the finishing touches to get the campsite ready to open on April 1st. These items include the installation of the bike repair station, building an informational sign board to replace the temporary one that we had put up last Fall and some renovations and painting of the bathrooms.

Lakeport Rd Sewer District:

The Mayor, Russ and myself attended a zoom meeting with all stakeholders involved in the project. They included the Village and the Town of Sullivan, DEC, Barton and Loguidice, and EFC.

The meeting was about the funding that the Town has already received and laid out several different plans and options.

Creek Walk Section Three:

Waiting on permit from DEC to take down trees so trail can be completed. Walker Tree is on standby to complete the work as soon as we get the permit.

Street Sign Project:

Corecraft who we had purchased our original street signs for this project is no longer working on outside projects and has no date that the work will start again. Because of that I've added this quote that we received to finish the project from a sign company and included it in this coming year's budget.

Generator Grant:

We have received word that the grant on the generator that we applied for has moved to the next level and has a fairly good chance of being approved. FEMA is still not funded and until that happens we won't know the status of the grant for the generator.

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

Holiday banners down / Summer banners up

1st and 3rd Friday Bulk pickups

Worked on repairing several Village-owned streetlights



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
FEBRUARY Activity 2026

Generated Calls/Response Calls/Follow up	124	
Local Law Violation		
Traffic Stops/Warnings	Stops	Warnings
	60	45
V&T - UTT Moving/UTT Other	UTT Moving	UTT Other - 3
	13	Parking -2
DWI	Officer	Date
Violation PL Arrest		
Felony PL Arrest		
Misd. PL Arrests		
Property Checks	591	
Citizen Contacts/Foot Patrol	Citizen Contact - 164	Foot Patrol -9
Personal Injury Accidents		
Property Damage Accidents	5	

MAR 26, 2026

Ukopp

Button

Monthly Checklist for Review of Justice Court Records

Month of Feb. '26

Cash Book Reconciliation (Accountability) at End of Month

The amounts on deposit in the court bank accounts (adjusted bank balance) are the following:

Bank Balance – End of Month

\$ 6256.00

Add: Cash on Hand- deposited 1st day of
Next Month (deposit in transit)

640.00

Deduct: Outstanding Checks – Month End

6

Adjusted Bank Balance – Month End ***

\$ 6890.00 - Bal. at Jan. '26

Cash Book Balance at Month End is determined as follows:

Amount Due to the State Comptroller (or CFO)

\$ 1140.00

Bail

5750.00

Other - Identify

Total Cash Book Balance- Month End ***

\$ 6890.00

*** Adjusted Bank Balance should agree with total Cash Book Balance at month end.

Monthly Checklist for Review of Justice Court Records

Yes No

Cash Book Summary

- ▶ Does the Amount Due to the State Comptroller (or to the Chief Fiscal Officer) agree with the Monthly Report to be submitted? ☒ ☐
- ▶ Does the amount shown as bail agree with the list of bail held for pending cases? ☒ ☐
- ▶ Does the amount shown for other categories agree with the supporting information? ☒ ☐

Issuance of Receipts

What was the beginning receipt number for this month?

2015672

What was the ending receipt number for the previous month?

2015671

24923

Receipts should be issued in numerical sequence. The ending receipt number from the previous month should be one number lower than the beginning receipt number for this month. For example, if the ending receipt number for the previous month is 256 then the beginning receipt number for this month should be 257. If they are out of sequence, please explain.

- ▶ Were receipts issued in numerical sequence during the month? ☐ ☐

Bank Deposits

Review the bank statements, canceled checks and deposit slips for month and compare with accounting records.

- ▶ Do deposits agree with cash collections shown in the accounting records? ☒ ☐
- ▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)? ☐ ☒

Disbursements

- ▶ Does the check to the State Comptroller (or to the Chief Fiscal Officer) agree with the Monthly Report? ☒ ☐
- ▶ If invoice billing is used, do checks agree with the supporting information? ☐ ☐
- ▶ Do bail return checks agree with supporting case information? ☒ ☐

Overall Evaluation

MAR 24, 2026

SUDOL (2514)

Monthly Checklist for Review of Justice Court Records

Month of FEBRUARY 2026

Cash Book Reconciliation (Accountability) at End of Month

The amounts on deposit in the court bank accounts (adjusted bank balance) are the following:

Bank Balance – End of Month

\$ 20⁰⁰

Add: Cash on Hand- deposited 1st day of
Next Month (deposit in transit)

\$ 40⁰⁰

Deduct: Outstanding Checks – Month End

20⁰⁰

Adjusted Bank Balance – Month End ***

\$ 40⁰⁰

Cash Book Balance at Month End is determined as follows:

Amount Due to the State Comptroller (or CFO)

\$ 40⁰⁰

Bail

—

Other - Identify

NONE

Total Cash Book Balance- Month End ***

\$ 40⁰⁰

*** Adjusted Bank Balance should agree with total Cash Book Balance at month end.

Monthly Checklist for Review of Justice Court Records

Yes No

Cash Book Summary

- ▶ Does the Amount Due to the State Comptroller (or to the Chief Fiscal Officer) agree with the Monthly Report to be submitted? ☒ ☐
- ▶ Does the amount shown as bail agree with the list of bail held for pending cases? ☒ ☐
- ▶ Does the amount shown for other categories agree with the supporting information? ☒ ☐

N/A

Issuance of Receipts

What was the beginning receipt number for this month?

What was the ending receipt number for the previous month?

PAPER	ELECT
7669	5000 495
7668	3000 494

Receipts should be issued in numerical sequence. The ending receipt number from the previous month should be one number lower than the beginning receipt number for this month. For example, if the ending receipt number for the previous month is 256 then the beginning receipt number for this month should be 257. If they are out of sequence, please explain.

- ▶ Were receipts issued in numerical sequence during the month? ☒ ☐

Bank Deposits

Review the bank statements, canceled checks and deposit slips for month and compare with accounting records.

- ▶ Do deposits agree with cash collections shown in the accounting records? ☒ ☐
- ▶ Are deposits made within 72 hours of collection (exclusive of Sundays and holidays)? ☐ ☒

Disbursements

- ▶ Does the check to the State Comptroller (or to the Chief Fiscal Officer) agree with the Monthly Report? ☒ ☐
- ▶ If invoice billing is used, do checks agree with the supporting information? ☒ ☐
- ▶ Do bail return checks agree with supporting case information? ☒ ☐

N/A

Overall Evaluation

CLEAN AUDIT

CODE ENFORCEMENT REPORT

February, 2026

Jeff E. Geer - Code Enforcement Officer

Permits Costs

February 2026

<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	0	\$0.00	\$0.00	
Sign	2	\$100.00	\$110.47	
Deck	0	\$0.00	\$0.00	
Storage Shed	0	\$0.00	\$0.00	
Accessory Structure	0	\$0.00	\$0.00	
Pools	0	\$0.00	\$0.00	
Hot Tub	0	\$0.00	\$0.00	
Alterations/Renovations	0	\$0.00	\$0.00	
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 System	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	
TOTAL	2	\$100.00	\$110.47	\$0.00

Fiscal Year - Total to Date Collected

Building Permits	\$7,976.00
Sewer	\$50.00
Sewer Upgrade	\$1,000.00
Site Plan Review	\$0.00
Variance	\$200.00
Subdivision	\$0.00
Flood Plain	\$0.00
TOTAL	\$9,226.00

ACTIVITY REPORT – February 2026

CERTIFICATE of COMPLIANCE and OCCUPANCY

<u>INSPECTIONS</u>	<u>Feb.</u>	<u>YEAR TO DATE</u>
Dwellings	0	0
Additions	1	1
Alterations/Renovations	1	2
Demolitions	0	0
Wood Stoves	0	0
Fence	0	1
Swimming Pools	0	0
Hot Tub	0	0
Commercial Buildings	0	0
Attached Garage	0	0
Detached Garage	0	0
Signs	3	4
Gas Fireplaces	0	0
Storage Buildings/Warehouse	0	0
Deck	0	0
Storage Sheds	0	0
Accessory Structure	0	0
Photovoltaic Power System	1	1
Standby Generator	0	0
Retaining Wall	0	0

ACTIVITY REPORT – February 2026 continued

Property Maintenance & Fire Inspection

1. 611 Lakeport Rd, Barrett Brothers Auto Repair, 2nd reinspection, all violations corrected (6).
2. 157 W. Genesee St, Vacant Office space, 1st reinspection, 2 violations still exist.
3. 524-540 Genesee St, Building-SMP, 2nd reinspection 1 violation still exists.
4. 101 Falls Blvd, Sullivan Free Library, 1st reinspection, 1 violation still exists.
5. 500 McDonnell St, Evangel Assembly of God Church, Inspection, 4 violations noted.
6. 120 Madison St. Mansion at 120 Madison St, 1st reinspection, 2 violations still exist.
7. 601 Lakeport Rd, Denney Professional Building, 1st reinspection, 1 violation still exists.
8. 438 Genesee St, Annona Services, 4th reinspection, 1 violation still exists.
9. 438 Genesee St, Healing Hands of CNY, 4th reinspection, 1 violation still exists.
10. 438 Genesee St, English Apartment, 4th reinspection, 1 violation still exists.
11. 520 Genesee St, Burger King, 3rd reinspection, 1 violation still exists.
12. 730 Oneida St, Village of Chittenango Department of Public Works, Inspection, 0 violations noted.
13. 208-D Tuscarora Rd, Chittenango Child Care, Inspection, 0 violations noted.
14. 118 Arch St, First Presbyterian Church, Inspection, 4 violations noted.

Complaints

Planning/Zoning Board of Appeals

1. Denise Swank appeared before the Board to have her new window signs reviewed for compliance with the Village of Chittenango Comprehensive Plan. Denise Swank is a tenant at 254 Genesee Street and has opened a business called Shear Perfection Grooming Salon. 254 Genesee Street is located within the Gateway Design Overlay District.

Special Projects

1. Performed monthly fire extinguisher, exit sign & emergency light inspections at the Village Hall.
2. Salt and shoveled at Village Hall on many of occasions.
3. The Chittenango Fire Department requested the Code Enforcement Officer respond to 612 Dyke Road for a water problem. The Fire Department had been dispatched to the Kelberman Center at 612 Dyke Road for both a fire alarm and sprinkler flow alarms. Upon investigation by the fire department it was determined that a broken sprinkler pipe caused both alarms. The water from the broken sprinkler pipe caused damage to the 1st floor ceiling in the front bedroom on the B side of the Kelberman Center. Water also caused damage to the 1st floor and basement as there was standing water. The water had gotten into the electrical fixtures and the HVAC system. Codes met with Kevin Sletzer, Assistant Fire Chief and Chris Calkin, from Kelberman maintenance staff. It was determined that the structure couldn't be occupied until the required repairs were made and the cleanup & restoration had been done. A letter from each contractor will be needed to be submitted that repairs of services were made and cleanup has been completed.
4. The Codes Office was contacted by Madison County Office of Real Properties requesting Code Enforcement Officers within Madison County conduct inspections of vacant properties that are in foreclosure and headed to the County auction. These inspections need to be done once a month over a three-month period. The two properties in the Village are located at 623 Oneida Street and 620 Lakeport Road. Codes conducted the first round of inspection and sent inspection forms into the County Real Property.
5. The Codes Office was contacted by Attorney Iman Abraham from AKI & Associates. Attorney Abraham is inquiring why a "new" Special Permit is being required for 298 Genesee Street. Currently, 298 Genesee Street is being operated as a convenience store. The new store owner wants to add a sandwich deli and that would require a new or modified Special Permit.
6. The Codes Office was contacted by Hunt Real Estate Agent Karen Blanding with questions about 0 Warren Street. Ms. Blanding inquired if multiple 2 family dwellings could be built on this parcel or only one two family dwelling.

Activity Report ~ continued

7. The Codes Office was contacted by Christina LaPolla, Vice President of Administrative for the Kelberman Center. Ms. LaPolla wanted to discuss the list of items that need to be completed for 612 Dyke Road to be re-occupied. NYS OPWDD has reached out to the Kelberman Center administrative team to see if the A side of 612 Dyke Road be allowed to be re-occupied noting that it had minimal water damage. Codes advises Ms. LaPolla that side A can be re-occupied once the items on the list are checked and or repairs done and letters received.
8. The Codes Office was contacted by Darlene Crosten, Regional Development Supervisor from OPWDD (New York State Office for People With Developmental Disabilities). Ms. Crosten wanted to review and discuss the punch list of items that need attention or repairs at 612 Dyke Road and when could side A be re-occupied.
9. The Codes Office was contacted by village resident David Smith, who is looking to open a retail clothing and sporting goods store at 239 Genesee Street, Suite E. Mr. Smith requested Codes do a walk-thru to check the space and see if anything needed to be addressed. Code Officer agreed that some minor items needed attention and were corrected and a Change of Use Certificate was issued.
10. The Codes Office was contacted by Grace O'Brian the Director of Chittenango Child Care, Ms. O'Brian requested that Code Officer stop by the Child Care at 208 Tuscarora Road, Suite D. Codes agrees and met with both Ms. O'Brian and Dawn Eddy the Office Manager. Consideration is being given to some alterations in the School Age area of the facility. There were many questions about the process and the requirements for obtaining a permit.
11. The Codes Office was contacted by Mark Kearing a Legal Assistant to the Kelberman Center. Mr. Kearing has received letters from each contractor or service advising that their components and/or mechanics have been evaluated or service performed and side A is safe to be re-occupied. The Code Officer requested that these letters be emailed to the CEO for review. After receiving the letters and reviewing them, the Code Enforcement Office sent a letter to the Kelberman Center stating that side A of 612 Dyke Road can safely be re-occupied.
12. The Codes Office was contacted by Jasmine Bennett a Project Specialist from Site Enhancement Service. Ms. Bennett had many sign questions regarding the Special Business zoning district and the parcel at 300 Tuscarora Road. She requested a copy of the Village Sign Code and Comprehensive Plan.
13. Continued with record retention project at the WWTP for the Codes Department.
14. The Village Clerk received a FOIL request from Adam Mahr, Project Scientist from EBI Consulting. EBI is performing a Phase 1 Environmental Site Assessment at 331 Russell Street. Some of the information that is being requested needs to be answered by the Village Clerk's Office, Village Code Enforcement and the Chittenango Fire Department. Regarding questions for Code Enforcement, current and historical fire code violations, open code violations and date of last building inspection. Information researched and forwarded to the Village Clerk.

ACTIVITY REPORT to DATE – 2026

- 19 Inspections
- 1 Permits Issued
- 0 Expired Permit Notice or Closed Permits
- 1 Operating Permits
- 3 Vehicle Administrative Notice
- 0 Vehicles Unlicensed
- 1 Appearance Tickets
- 1 Order to Remedy Violation
- 2 Warning Letters
- 0 Stop Work Orders
- 1 Fires
- 28 Property Maintenance and Fire Safety Inspections
- 1 Certificate of Occupancy
- 0 Temporary Certificate of Occupancy
- 8 Certificate of Compliance
- 0 Change of Use/Occupancy
- 0 Grass Violations
- 0 Hours of Training

March 2026 Clerk's Report

(as of 03/24/2026)
(Last Report 02/24/2026)

Sewer payments received from 02/23/26 to 03/24/26 total \$140,032.18.

Received from Madison County Treasurer \$49,610.63 for unpaid Village taxes, penalties and second notice fees.

Received from United States Treasury \$6,253.18 tax refund for overpayment of withholding taxes first quarter of 2025.

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

Eight tax searches were processed between 02/24/26 and 03/24/26. Total revenue is \$280 in clerk's fees.

Received \$220 from Town of Sullivan for February 2026 processed Village death certificates.

Received \$20,108.75 in utilities taxes for February (includes National Grid and Verizon)

Bulk trash online payments plus cash received 02/24/2026 to 03/24/26 totaled \$659.00.

Received \$1,200 in Justice fees for February.

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