

Village of Schoharie – Regular Board Meeting Minutes

January 13, 2026

Presiding: Mayor Colleen M Henry

Present: Trustees Johnson, Medak, DeGroff and Palmer, Deputy Clerk/Treasurer Debby Byrne, H.B. Steadham from the Times Journal, Josh Walther from the Mountain Eagle, Jim Presley, Bob Tones, Liz Vedder, Diana Bell and Floyd Guernsey.

Excused: N/A

Board Meeting

Meeting brought to order by Mayor Henry at 6:30 PM

Pledge of Allegiance

1. Minutes

- a. December 9th, 2025, Village Board Meeting Minutes and December 11th, 2025, Employee Meeting Minutes, were previously distributed to the Board for their review. Motion needed to approve the Minutes.

Motion made by Trustee Johnson, seconded by Trustee DeGroff unanimously carried to approve the December 9th, 2025, Village Board Meeting Minutes and the December 11th, 2025, Employee Meeting Minutes as written.

2. Bills and Bank Statements review and sign.

3. Abstracts and Bank Statements:

- a. General \$ 87,657.93 (December 10, 2025-January 13, 2026)
- b. Water \$ 50,832.82 (December 10, 2025-January 13, 2026)
- c. Sewer \$ 34,393.64 (December 10, 2025-January 13, 2026)
- d. Pool \$ 2,903.60 (December 10, 2025-January 13, 2026)
- e.

Motion made by Trustee DeGroff, seconded by Trustee Johnson, unanimously carried to approve payment of the invoices presented and the submitted Abstract amounts.

4. POF:

- a. Floyd Guernsey volunteers' services to the Village to build and maintain an ice rink at the Fox Creek Park. Mr. Guernsey was concerned with communication between Mayor Henry and himself regarding a camper that was parked at Fox Creek Park. Mayor Henry had received a number of calls regarding the camper. Floyd claimed he was at the Park maintaining the ice rink and needed the camper for his workers and himself to keep warm during the evening hours. The Board agreed to allow Floyd to have his camper at Fox Creek Park during the winter months when maintaining the ice rink.
- b. Diana Bell represented the Schoharie Promotional Association and wanted the Board to know that SPA supports the ice rink.
- c. Liz Vedder asked a question regarding the sewer rates and asked why the Village has not raised the sewer rates in the past. Mayor Henry responded that the sewer rates were recently increased to equal the water rates. Mayor Henry also stated that we have just recently completed the sewer study and that the Board needs to hold a Public Hearing regarding the sewer rates which is scheduled for February 2026.
- d. Diana Bell mentioned that Canajoharie received a grant for the water/sewer structure and asked if the Village of Schoharie could receive a grant also. Mayor Henry responded that she researches Grants every day and is constantly looking for ways to get money for these programs.

5. Re-Organizational Meeting:

- a. Meeting was opened by Mayor Henry. The Re-Organizational Chart is attached.

6. Incoming Correspondence:

- a. N/A

7. Outgoing Correspondence:

- a. N/A

8. New Business:

- a. N/A

9. Old Business:

- a. Trustee Johnson updated the Board on the Rebate for the Birches Agreement. The Board of Trustees of the Village of Schoharie recognizes that a rebate of \$8,240.33 is due to Birches of Schoharie, LP that was paid according to the Benefit Agreement between Birches and the Village of Schoharie for the period between November 21, 2025 and March 31, 2026, as a result of the sale of Birches on November 21, 2025

and the termination of the Benefit Agreement. The Village will transfer these funds in a timely fashion during 2026.

Resolution 02-2026 made by Trustee Johnson, seconded by Mayor Henry unanimously carried to approve rebating the amount of \$8,240.33 to the previous owners of the Birches.

- b. Trustee Medak wanted to discuss the repair bills for the public pool and to consider asking for more money from the other municipalities to cover these costs. Mayor Henry will contact Cody Robinson-Bullock and set up a meeting with Cody to go over the finances of the pool.

10. Other:

- a. Trustee Johnson and Mayor Henry wanted to inform the Public about the CSD Housing Development public forum. A public forum to discuss the proposed future housing development at Depot Lane will be held at the Schoharie Central High School on January 27th between the hours of 5PM – 6:30PM. An alternate snow date is January 29th, same location. The Mayor will send out a text to residents and post information on the Village website and at the Village office at 300 Main Street. The Mayor and Board encourages everyone to learn about this project, ask questions and share thoughts.

11. Adjourn

Motion made by Trustee Palmer seconded by Trustee DeGroff unanimously carried to approve adjourning the Board Meeting at 7:28 PM

Respectfully Submitted,
Debra Byrne
Deputy Village Clerk/Treasurer

JEFFERY PALMER, TRUSTEE
PETER JOHNSON, TRUSTEE
SAL MEDAK, TRUSTEE
BECKY DEGROFF, TRUSTEE

PO BOX 219
SCHOHARIE, NY 12157-0219
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COLLEEN M. HENRY, MAYOR

DEBRA BYRNE, DEPUTY
CLERK/TREASURER

518-295-8500
(FAX) 518-295-8501
TDD NUMBER 1-800-662-1220

RESOLUTION 1-2026

Resolution 1-2026 approved the foregoing designations as stated in the Re-Organizational Minutes. Re-Organizational Meeting attached.

This Resolution was moved by Trustee Johnson and seconded by Trustee Medak and passed unanimously by the Board at its January 13, 2026, Board Meeting.

Certified January 13, 2026
300 Main Street, Village of Schoharie New York

A handwritten signature in cursive script, reading "Debra A. Byrne", is written over a solid horizontal line.

Debra A Byrne, Schoharie Village Deputy Clerk/Treasurer

VILLAGE OF SCHOHAIRE

RE-ORGANIZATIONAL MEETING

January 13, 2026

PRESIDING: Colleen M Henry, Mayor

PRESENT:

MEETINGS: Regular Village Board meetings to be held on the 2nd **Tuesday** of each month at 6:30 p.m. at the Village Hall, 300 Main St. Schoharie.

Employee/Workshop Meetings to be held on the 3rd **Wednesday** of each month at 6:30 p.m. The Board of Trustees will conduct a work session on the 4th Wednesday of each month, 9:00 AM, at the Village Hall, 300 Main Street, Schoharie NY 12157. Any other meetings may be called by the Mayor or any three (3) members of the Board, with notification to the public and Board members via posting on the front door of the Village Hall, the Village website and to Board members via email . The Annual Re-organizational meeting is to be held in conjunction with either the Regular January Board meeting or the January Employees Workshop.

BANK: National Bank and Trust (NBT) and Bank of Richmondville are hereby declared the official depositories.

NEWSPAPER: None designated. The policy of the Board is to use the Times Journal and the Mountain Eagle for all publications, if possible.

PAYROLL new payroll rates start the 1st full pay period in the new fiscal year.

CLERK/TREASURER: A vacancy continues as Clerk/Treasurer and Chief Fiscal Officer. The Deputy Clerk/Treasurer will proceed under the direction of the Mayor until such vacancy is fulfilled. The Deputy Clerk/Treasurer will act as liaison between the Board and Village residents, as well as between the Village Board and other parties doing business with the Village. The Board authorized the Deputy Clerk/Treasurer is authorized to collect Village taxes, collect water/sewer rents, buy and have printed necessary stationery, accept vouchers and claims, pay bills following approval/authorization by the Village Board, issue receipts, buy postage, materials and supplies for the operation of the Village office as necessary, and is authorized to have all legal notices printed, and is the Records Management Officer. Evening Star Bookkeeping Services (ESBS) will have the responsibility and duties specified – Annual Financial Reports (AFR's) are required by State Law to be submitted to the NYS Comptroller (OSC) 60 days after the close of the Village Fiscal Year. Budget transfers are sometimes needed to accommodate shortfalls in particular expenditure lines and will request approval for such transfers in advance. Transfers will only occur after Board approval. Budget lines and accounts will be closed for payment on the last business day of each month. Invoices arriving following the deadline will be carried over for payment the following month. Budget vs Actual Reports will be presented to the Board a week before scheduled meetings and will reflect transactions completed by the end of the previous month. Vendors will be notified of this policy and encouraged to submit invoices timely; exceptions, when necessary, will require advance Board approval. Detailed information on expenditures will be provided for all budget lines, e.g. Contractual expenditures will be identified as to what was

purchased. Additionally, credit card purchases for all departments must be detailed as to what was purchased. Detailed information will be provided as separate monthly reports a week before the monthly meeting. Additionally, a Balance Sheet Report will be provided showing account balances as of the end of the previous month. The Clerk/Treasurer or Deputy Clerk/Treasurer will participate in preparation of the annual budget, providing necessary projected revenues and expenditures for the following Fiscal year, as requested by the assigned Budget Officer. The Clerk/Treasurer or Deputy Clerk/Treasurer with assistance from ESBS will participate in and provide to the Board of Trustees, all necessary books and records necessary to successfully complete a quarterly Village audit. The Board of Trustees, functioning as an Audit Committee, shall meet shortly after the end of each quarter to perform an Audit and review the Village books. The Clerk/Treasurer or Deputy Clerk/Treasurer will create a detailed Manual of all functions and responsibilities performed by the Village Office, including reporting responsibilities, contact information and procedures to complete each function. The completed Manual will be provided to the Board by June 30, 2026, additions and modifications to the Manual will be updated monthly. DEPUTY CLERK/TREASURER DEBRA BYRNE appointed full time 01/01/2024 – noon 01/01/2028 as Deputy Clerk/Treasurer at the annual salary rate of \$36,578.24. Deputies are appointed public officers that possess the powers and perform the duties of the principal officer when requested by the principal officer or the Mayor or members of the Village Board, and in the absence or inability of the principal office holder to serve.

MAYOR: Salary for fiscal year 2026; is \$5,551.00

DEPUTY MAYOR: Peter J. Johnson salary for fiscal year 2026 is \$2,973.50.

TRUSTEES: Salaries for fiscal year 2026 is \$2,973.50

ASSESSOR: Town of Schoharie Assessor by Local Law #3, 1986.

ATTORNEY: Young/Sommer LLC @ \$225.00 per hour

POLICE CHIEF (Officer in Charge): Officer-In-Charge salary is \$2,350 per month for fiscal year 2026.

SPECIAL POLICE: Mayor empowered to hire special police at a rate of \$26.00 per hour for fiscal year 2026. Total Budget for 2026 is \$30,339.00.

POLICE COMMISSIONER: Mayor Henry assumes 2026.

CODE ENFORCEMENT OFFICER: \$24.00 per hr. Annual in 2026 up to \$16,800.00.

VILLAGE JUSTICE: James M. Bryant, salary of \$10,200 for fiscal year 2026, paid monthly.

ASSOCIATE VILLAGE JUSTICE: Keith Isles, salary of \$25.00 per session, when services are required.

Motion made by Mayor Henry, seconded by Trustee Johnson unanimously carried to approve appointing James Bryan as Village Justice and Keith Isles as Associate Village Justice.

MILEAGE to be paid at current IRS allowed reimbursement rate. The rate for 2026 is \$0.72 per mile.

SCHOOL CROSSING GUARD: Robert Klingbeil appointed to serve at a salary of \$973.20 per month for ten months in 2026. (Reimbursed from SCS \$4,680)

REGISTRAR OF VITAL STATISTICS: Pamela Foland, Town Clerk appointed for fiscal year 2026. Fee basis. Deputy at discretion of Registrar.

PUBLIC WORKS SUPERINTENDENT: Vacancy for fiscal year 2026

DPW LABORER-LICENSED & EXPERIENCED: \$65,407.47 for fiscal year 2026 \$31.45 PER HOUR, OT \$47.18 PER HOUR

DPW LABORER-UNLICENSED & EXPERIENCED: \$54,074.18 for fiscal year 2026, \$26.00 PER HOUR, OT \$39.00 PER HOUR

DAY LABORER: \$49,275.20 at \$23.69 OT \$35.54 per hr. for fiscal year 2026.

WRITTEN INVESTMENT POLICY: reviewed by Board and on the motion of Mayor Henry seconded by Trustee Johnson, unanimously carried to accept policy with noted changes recommended by Audit & Control. (On file)

CONFERENCES: Village to join the N.Y. Conference of Mayors, the Schoharie County Village Officers Association, and the N.Y.S. Association of City & Village Clerks

ZONING BOARD OF APPEALS: Stipend \$25.00/meeting.

Appointed for the term ending on December 31 as follows:

Jessica Loden Kirby	2027- Chair
Kenneth Kio	2027
Joseph Mann	2026
Amy Foland	2025 (VACANT)
Melissa Cooper	2026

PLANNING BOARD: Stipend \$25/meeting

Appointed for the term ending on December 31 as follows:

Thomas Hitter-Chair	2029
Timothy Repicky	2025 Renominated for five years
Mike Ullman	2026

Steven Babbit 2027
David Knoop 2028
Alternate To Be Named 2029

Motion made by Mayor Henry seconded by Trustee Johnson unanimously carried to approve Tim Repicky for another term on the Planning Board.

The following Committees appointed by Mayor Henry to report at Board meetings for fiscal year 2026.

CABLE T.V. LIAISON	Medak
PARKS	Palmer/Henry
SIDEWALKS	DeGroff
FIRE DEPT.	Medak/Johnson
LIGHTS	Henry, DeGroff
GRANTS/E.D.	Johnson and Henry
ZONING & PLANNING	Johnson, Henry
YOUTH/REC.	DeGroff
CENSUS	Palmer
PROMOTIONAL	Johnson
ROADS	DeGroff
FLOOD	Palmer
SEWER/WATER	Medak/Henry
POLICE	Trustees
PERSONNEL	DeGroff/Palmer

RECREATION COMMISSION: Janice Herrick, Trustee DeGroff

Resolution 1-2026

The foregoing designations made by blanket Resolution by Trustee Johnson, seconded by Trustee Medak, unanimously carried to approve the 2026 Re-Organizational Chart.

IN ACCORDANCE WITH VILLAGE LAW, Village taxes remain unpaid, after diligent effort of the Deputy Clerk/Treasurer to collect them, to be transferred to the County Treasurer as of November 15, 2026. Motion made by Trustee Medak, seconded by Trustee Johnson, unanimously carried to approve.

Motion to adjourn made by Trustee Palmer, seconded by Trustee DeGroff, unanimously carried to adjourn @.7:28PM

Respectfully submitted.

Debra A Byrne
Deputy Village Clerk/Treasurer

JEFFERY PALMER, TRUSTEE
PETER JOHNSON, TRUSTEE
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RESOLUTION 2-2026

Resolution 2-2026 The Board of Trustees of the Village of Schoharie recognizes that a rebate of \$8,240.33 is due to Birches of Schoharie, LP that was paid according to the Benefit Agreement between Birches and the Village for the period between November 21, 2025 and March 31, 2026, as a result of the sale of Birches on November 21, 2025 and the termination of the Benefit Agreement. The Village will transfer these funds in a timely fashion during 2026.

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Certified January 13, 2026
300 Main Street, Village of Schoharie New York

A handwritten signature in cursive script that reads "Debra A. Byrne".

Debra A Byrne, Schoharie Village Deputy Clerk/Treasurer

PUBLIC FORUM: CSD HOUSING DEVELOPMENT

**Have a voice in the future of housing in our
community.**

**You are invited to attend a public forum to discuss
the proposed future housing development at Depot
Lane. This is an opportunity to learn, ask questions,
and share your thoughts.**

Location: Schoharie Central School High School

5PM – 6:30 PM January 27th

Snow Date – January 29th