

**Village of Port Dickinson
Monthly Board Meeting
September 8, 2026**

Officers Present:	Mayor	Kevin Burke
	Trustees	James DeGennaro
		Rob Moss
		Robert Warholc
	Attorney	Nathan VanWhy
	Treasurer	Sandra Reifler
	DPW/Water Dept	Scott Jokel
		John Broughton
	Code Officer	Kyle Doyle
Absent:	Trustees	Michael Cashman

The meeting was called to order at 6:00 pm by Mayor Kevin Burke

PUBLIC HEARING:

Motion by Trustee Warholc, seconded by Trustee Moss, to Adjourn the scheduled Public Hearing on the Cable Franchise Agreement with Charter Communication to 9/22/26 at 5:00PM.

AYE DEGENNARO, MOSS, WARHOLC

NAY NONE

APPROVAL OF MINUTES:

Motion to approve minutes of the August 11, 2026 meeting by Trustee Warholc, seconded by Trustee Moss

AYE DEGENNARO, MOSS, WARHOLC

NAY NONE

PUBLIC PARTICIPATION:

Shaheen Kasham and attorney Douglas Walter Drazen – contesting water bill for 706 Chenango St. Attorney VanWhy responded that the water meter was removed for testing and that report has not been received back yet. The matter is to be discussed at the 9/22 meeting.

Sandra Wood – commented that former Trustee Aagre had done a lot for the Village and would be remembered at a ceremony on 9/18/26 at the Community Assn Scout House.

TREASURER’S REPORT:

There is about \$36,000 in the Water Fund and several hundred thousand in the Sewer Fund.

AUDIT & PAYMENT OF CLAIMS # 6 (2026-2027)

1. Abstract of Unaudited vouchers numbered 1-3, 5-7, 9-11 for the General Fund for \$6,128.78
2. Abstract of Unaudited vouchers numbered 1 for the Water Fund for \$343.47
3. Abstract of Unaudited vouchers numbered 1, 4, 8 for the Sewer Fund for \$1,649.44

Motion by Trustee DeGennaro, seconded by Trustee Warholc to pay vouchers as listed

AYE DEGENNARO, MOSS, WARHOLIC
 NAY NONE

AUDIT & PAYMENT OF CLAIMS # 7 (2026-2027)

1. Abstract of Unaudited vouchers numbered for the General Fund for \$8,898.55
2. Abstract of Unaudited vouchers numbered for the Water Fund for \$15.00
3. Abstract of Unaudited vouchers numbered for the Sewer Fund for \$2,033.30

Motion by Trustee Moss, seconded by Trustee Warholc to pay vouchers as listed
 AYE DEGENNARO, MOSS, WARHOLIC
 NAY NONE

COMMUNICATIONS:

TRUSTEE-COMMISSIONER REPORTS:

Administration/Community Association – Robert Warholc

PDCA is exploring the possibility of joining with other Assn's in the CV School District for insurance purposes. Trustee Warholc will try to get more information and report back.

Public Works – Michael Cashman, Trustee
Absent

Planning – None

Public Safety – James DeGennaro, Trustee
Reports attached

Parks, Water & Sewer – Robert Moss, Trustee
PDCA is planning a Fall event to take place at the Village Park. Date is TBD.

. Zoning Board of Appeals – none

OLD BUSINESS:

RESOLUTIONS FOR APPROVAL:

NEW BUSINESS/DISCUSSION:

Mayor Burke asked Code Officer Doyle what the process was when work is started without a permit. CO Doyle responded that he gets in touch with the homeowner and requests an application be filed as soon as possible.

Motion by Trustee Warholc, seconded by Trustee Moss to adjourn at 6:15 PM
 AYE CASHMAN, MOSS, DEGENNARO
 NAY NONE

Respectfully submitted,
 Susan E. Fox, Village Clerk

Village of Port Dickinson

Trustees:
Michael Cashman
James DeGennaro
Robert Moss
Robert Warholc

Village Hall, 786 Chenango St.
Binghamton, NY 13901
Phone: 607-771-8233
Fax: 607-771-8235

Susan E. Fox, Clerk
Sandra Reifler, Treasurer
PMV Legal, Attorney

KEVIN M. BURKE, MAYOR

Village of Port Dickinson Code Enforcement Office

Monthly Report – August 2026

Code Enforcement Officer: Kyle Doyle
Submitted To: Trustee DeGennaro

Violations

During the month, the following violations and enforcement matters were addressed:

- 15 Beacon St – Tall weeds and grass
- 652 Chenango St – Porch work being completed without a building permit.
- 694 Chenango St – Trash and debris
- 15 Miller St – Tall weeds and grass
- 9 Old State Rd – Tall weeds and grass
- 29 River St – Tall weeds and grass

A total of **27 violations** were issued year to date

Permits / Licenses Issued

The following permits and licenses were issued during the month:

- 3 Beacon St – Roof Permit
- 721 Chenango St – Sidewalk Excavation Permit\
- 722 Chenango St – Fence Permit
- 780 Chenango St – Roof Permit
- 38 Dickinson Ave – Roof Permit
- 1 Grant St – Roof Permit
- 5 Hillcrest Ave – Roof Permit

- 2 Kirkwood Ave – Roof Permit
- 21 Kirkwood Ave – Roof Permit
- 1 Rochelle Rd – Roof Permit
- 2 Rochelle Rd – Roof Permit
- 12 Rochelle Rd – Roof Permit

Inspections / Site Visits / Communications / Complaints

The following inspections, site visits, communications, and complaint investigations were conducted during the month:

- 641 Chenango St – Roof work completed without a permit.
- 652 Chenango St – Complaint received in regard to property maintenance.
- 663 Chenango St – Follow up on storm damage repair.
- 678 Chenango St – Complaint received in regard to property maintenance.
- 706 Chenango St – Violation Follow up with extension given.
- 721 Chenango St – Communicated with property owner in regard to sidewalk expansion.
- 735 Chenango St – Violation Follow up
- 741 Chenango St – Communications in regard to U-Haul storage unit placement on Church St.
- 742 Chenango St – Complaint received in regard to plumbing issues at the property.
- 777 Chenango St – Site visit and communicated with the property owner regarding the placement of fencing on property around dumpsters.
- 786 Chenango St – Communications in regard to re-roofing project.
- 868 Chenango St – Communicated with property owner on site plan
- 18 Gregory – Follow up on property maintenance violations.
- 29 River St – Violation Follow up
- 8 Wayne Ave – Conducted a site visit and communicated with the property owner regarding the placement of a shed and secondary driveway.
- 3 complaints of trash and debris
- 1 complaint of tall weeds and grass
- NYSDOL Elevator Safety Information survey submitted.

Application Fees Year to Date

A total of **62 permits/licenses** were issued year to date, generating the following revenue:

Total Application Fees Collected Year to Date: \$900.00

Respectfully Submitted,

Kyle Doyle
Code Enforcement Officer

Village Water Consumption for: Aug. 26

Read			
dates:	Binghamton meter	Fenton Large	Fenton Small
8/31/2026	449886	44929473	1050196
7/31/2026	385629	44786320	957572
Usage	64257	143153	92624
Total cubic ft:	300034		

Read	Wayne		
dates:	Ave.	sewer station readings (hours):	
	Pump1	Pump 2	Pump 3
8/31/2026	7916	21135	18981
7/31/2026	7893	21110	18953
Totals	23	25	28
Total hrs.	76		

Police Department Monthly Report

Report Month:	August	Police Commissioner:	Trustee J. DeGennaro
Report Year:	2026	Chief:	Scot McDonald
Report Date:	09/08/2026	Deputy Village Clerk:	Corina M. Beames

Total Complaints Received:63 (63)

Med calls-8	PDFD-1
Check welfare-3	Building checks-3
Death investigation-1	Escort-1
Assistance rendered-5	Encon related-2
Dispute-2	Persons annoying-2
Civil matter-4	Larceny-1
Criminal mischief-2	Run away-1
Domestic-1	Assault-1
MVAPD-2	
Harassment-1	
Noise-2	
Forgery/fraud-2	
Suspicious-4	
Traffic stop-1	

Parking violations-1

Traffic tickets issued-1

Miscellaneous-11 **Includes Assist other agencies, Lockouts, Alarms, Animals, Traffic lights, Information, code enforcement, special details, vacant properties , and Etc.*

491 start mileage:45,086

Ending mileage 46,458

Total:1372

New 492: Start mileage: 9804

Ending : 9804

Total: 0

Report of the Chief
August 2026



TRAINING

SUMMARY	Training Hours Offered	Average Members Present	Total Man Hours
August	8	7.5	51
YTD Totals	53	7.9	371
Non Department 35 Training	3		3

Wk	Date	Lesson	Training Hours Offered	Members Present	Total Man Hours
	8/3/2026	Hot Air Balloon Emergency Response	2	8	16
	8/10/2026	Monthly Meeting		15	0
	8/17/2026	Apparatus Familiarization	2	6	12
	8/24/2026	EMS Operations	2	7	14
	8/31/2026	Gear Donning and Doffing	1	3	3
	8/31/2026	Anniversary Meeting	1	6	6

**Report of the
CHIEF**
August 2026



ALARMS		RESPONSE		TIMES	
Fire	6	Avg Members Response (F)	3.2	Med Avg	1.4
EMS	5	Avg Alarm to Response	6.13	0700-1500	4
Standby		Avg Alarm to Arrival	8.14	1500-2300	2
Total	11	Total Time in Service (hh:mm)	8:00	2300-0700	5
MUTUAL AID		LOCATION		DOLLAR LOSS/VALUE	
Given	5	Village of Port Dickinson	6	Fire Loss	
Received	1	Town of Dickinson			
Engine 94		Town of Fenton	5	Property Saved	

Alarms

No Tone		Town of Chenango			
		Town of Kirkwood			
		City of Binghamton			
		Other			
		CASUALTIES		YTD	
		Fire Service Injured	0		
		Fire Service Death	0		
		Civilian Injured	0		
		Civilian Death	0		

CODE	DESCRIPTION		YTD	CODE	DESCRIPTION		YTD
111	Building Fire		2	444	Power Line Down		
114	Chimney Fire		1	4441	Power/Cable Line Down		
131	Passenger Vehicle fire		2	445	Arcing electrical equipment		1
142	Brush Fire			520	Water Problem, other		2
150	Outside Rubbish Fire			550	Public Service Assistance		
212	Overpressure Steam Boiler			571	Standby/Moveup		1
311	Medical Assist, Assist EMS		2	611	Dispatched, Canceled enroute	2	15
321	EMS Incident, Except MVA	5	61	651	Smoke Scare, Odor of Smoke		1
322	MVA w/ Injury	1	5	700	False Call, False Alarm, Other		
323	Vehicle vs Ped Accident			714	False Alarm - Malicious		
324	MVA w/out Injuries			735	Alarm Activation - Malfunction	1	4
350	Rescue/Extrication, other		1	745	Alarm Activation - Unintentional	1	18
355	Confined Space Rescue			746	CO Alarm Activation, No CO		4
412	Gas Leak (NG or LPG)		2	800	Severe Weather, other		1
4121	Gas Leak, no leak found		1	813	Windstorm Assessment		
424	Carbon Monoxide Incident	1	1				
440	Electrical/Wiring Problem						
					TOTAL	11	125