Village of Sylvan Beach
Village Board Regular Meeting July 6, 2026

The Village Board of the Village of Sylvan Beach held their Regular Meeting on Monday, July 6, 2026 at 5:30pm. The meeting was attended with board members present and the public was provided with a link to attend via zoom videoconference on the village website.

Deputy Mayor Thaddeus Lawrence presided over the meeting, as the mayor was out of town, with the following in attendance:

ROLL CALL:

Mayor Richard Sullivan	Absent - Vacation
Trustee Mark Daily	Present
Trustee Mark Ferriter	Present
Trustee Sue Mackay	Present
Trustee Thaddeus Lawrence	Present

OTHERS IN ATTENDANCE:

Michael Sayles, Village Administrator
Beth Scholl, Village Clerk Treasurer
Jim Rolf, Codes Enforcement Officer

APPROVAL OF MINUTES:

- Motion made by Trustee Daily and seconded by Trustee Ferriter to approve the minutes of the Regular Village Board Meeting held June 15, 2026 as reported by the Village Clerk Treasurer.

Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

APPROVAL & AUDIT OF BILLS:

General Fund	**$ 32,512.07**
Park Fund	**$ 416.34**
Resort District	**$ 23,675.99**
Sylvan Beach Water District	**$ 0.00**
Water District	**$ 0.00**
EOLWPAP	**$ 101,481.98**
EOL Facilities Project	**$ 381,261.60**
Welcome Center	**$ 0.00**
DPW Construction	**$ 0.00**
SBSD	**$ 0.00**
Total	**$ 539,347.98**

Motion was made by Trustee Mackay and seconded by Trustee Daily to approve payment of all bills from June 17, 2026 through July 7, 2026 in the amount of **$539,347.98** as presented and reviewed by the Village Board of Trustees.

Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

REPORTS :

Michael Sayles, Village Administrator

- Michael informed the board that he would like to have Chad Brinck and Spencer Marcellus take their "Basic Operations of Wastewater Treatment Plants" as they have both passed their "Basic Labs" course. He is looking for a motion to do so under "New Business".
- Michael has met with Michael Sheridan to go over the design plans for the new restrooms. They met and discussed locations based on current sewer and water lines in the Village. Sheridan Engineering has to sub out the mechanical design to Argus Engineering, which includes all piping, electrical work and the design of the locking system on all doors which can be set on a timer. The cost will be $10,000.00. Deputy Mayor Thaddeus Lawrence asked if showers were planned for any of the restrooms. The Village Administrator replied that was not part of the original design in an effort to keep costs down. Michael did suggest one outdoor, enclosed shower with no roof and the board was happy with that option. This shower would be at the location near the Canal.

Motion was made by Trustee Ferriter and seconded by Trustee Daily to have Sheridan Engineering sub out the mechanical design to Argus Engineering of the restrooms at the cost of $10,000.00.

Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

- Michael provided the Village Board with a quote from Ber-National to purchase two new pay stations at the cost of $37,750.00. The new pay stations will save money in the long run as they will be purchased from the U.S. not Canada as the previous ones are, and the new pay stations will allow for seasonal use charges as opposed to annual use charges which the others are charged. Deputy Mayor Thaddeus Lawrence asked if the pricing was similar to ones previously purchased, and Michel replied that they are almost identical in pricing. These pay stations will replace two other machines that will be redeployed down town. The request for approval is under New Business.

- Trustee Mackay inquired about the lack of grills in the picnic area, and stated they were not being cleaned and look terrible. She also stated there were some trees that were dying. Michael will speak with the Village Streets Superintendent and look at the trees.

James Rolf, Codes Enforcement Officer

- Jim gave the board an update on recent activities.
- Jim stated he and Mark Daily have been working on residential complaints, conducting site visits and finishing up the campground inspections.
- Jim informed the board that Mark has been setting up report templates for when he takes over as the Codes Enforcement Department.
- Jim stated they have been dealing with people on a warning basis to obtain compliance prior to issuing violations.

PUBLIC:

NEW BUSINESS:

- **Quote to Purchase and Install Two (2)- ARCS Multispace Parking Revenue Machines – Michael Sayles, Village Administrator**

Motion was made by Trustee Daily and seconded by Trustee Ferriter to approve the purchase and installation of two (2) new ARCS Mutispace Parking Revenue Machines for the amount of $37,750.00.

Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

- **Approval of additional vendors for all the vendor shows**

Motion is made by Trustee Daily and seconded by Trustee Mackay to approve the additional vendors submitted for all the Vendor Shows.

Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

- **EOLWPAP – Spencer Marcellus & Chad Brinck to take Basic Operations course at SUNY Morrisville from 10/19/2026 – 10/30/2026- $2,200.00 for both to attend the class.**

Motion was made by Trustee Daily and seconded by Trustee Ferriter to authorize Spencer Marcellus & Chad Brinck to take the Basic Operations course at SUNY Morrisville from October 19, 2026 – October 30, 2026 at the cost of $2,750.00.

Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

- **Campground Inspections Completed – Issuance of Operating Permits for: Hidden Point Campground, Sidney Boat Club, Fish Creek Marina & Lone Pine Campground.**

Motion was made by Trustee Ferriter and seconded by Trustee Mackay to approve the inspections completed by the Codes Enforcement Officer and authorize the issuance of the Campground Operating Permits for Hidden Point Campground, Sidney Boat Club, Fish Creek Marina & Campground and Lone Pine Campground for 2026.

Carried as follows:

Trustee Daily	Abstain	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Adjournment:

Motion is made by Trustee Daily and seconded by Trustee Ferriter to adjourn the Village Board Meeting at 6:07 pm.

Carried as follows:

Trustee Daily	Aye	Trustee Ferriter	Aye
Trustee Mackay	Aye	Trustee Lawrence	Aye

Respectfully submitted,

Beth Scholl
Village Clerk Treasurer