VILLAGE OF
POTSDAM
NEW YORK

Village of Potsdam Board of Trustees
Agenda – Regular Meeting
Monday, October 19, 2026, 5:30 pm

This meeting will stream live online and be recorded via Teams, the links to stream the meetings are posted on the Village website, villageofpotsdamny.gov, and the recording of the meeting link will be posted on the website following the meeting.

THE MAYOR WILL POINT OUT THE LOCATION OF THE EXITS ON THE NORTH AND EAST WALLS OF THE BOARD ROOM. THE MAYOR WILL ADVISE THAT THE BOARD ROOM HAS A CAPACITY FOR 109 PEOPLE.

OPEN THE MEETING AT _____ PM.

ROLL CALL:

PLEDGE OF ALLEGIANCE:

1. **ACCEPTANCE OF MINUTES:**

October 5, 2026	**Public Hearing**	**5:15 pm**
October 5, 2026	**Regular Board Meeting**	**5:30 pm**

Trustee _____ Moved and Trustee _____ Seconded a motion to approve the minutes listed above.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs-Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

2. **MAYOR JACOBS WILKE'S COMMENTS:**

3. **TRUSTEES' COMMENTS:**

Trustee Carney:
Trustee Schulte:
Trustee Williams:
Trustee Deuel:

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4. **ADMINISTRATOR GATES-SHULT'S REPORT:**

5. **MUSEUM ARCHIEVES MANAGER KUNO'S REPORT:**

6. **PARKS & RECREATION DIRECTOR NORRIS' REPORT:**

7. **PUBLIC COMMENT:**

8. **NEW BUSINESS:**

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the expenditures for the months of OCTOBER 2026 in the amount of **$ 703,602.42** chargeable to the following funds:

General Fund	$ 610,399.44
Water Fund	$ 20,018.02
Sewer Fund	$ 26,194.24
Hydro Fund	$ 600.00
Trash Fund	$ 46,390.72
TOTALS	**$ 703,602.42**

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the renewal of the Hyde-Stone annual boiler maintenance contract in the amount of $9,322.00 per year for coverage of the Civic Center ($1,588/year), Water Treatment Plant ($1,918/year), and the Wastewater Treatment Plant ($5,816/year). This contract is effective through May 31, 2026.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

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Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing the Treasurer to make the following FY 202-27 budget modifications:

INCREASE	Description	DECREASE	Description	Amount
05-5160-470	Airport Prop Maint	05-1620-470	Build Maint	$ 10,650.00

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the acceptance of an $8,000 award from the Northern New York Community Foundation to support the Village's Open-Air Community Stage Project. Subsequently approving the increase of budget revenue line 05-2705-000, Gifts and Donations, in the amount of $8,000 to be used in the 2026-2027 fiscal year.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing and directing the Mayor to negotiate and execute an agreement with Adirondack Studios for the design and construction of a gateway welcome sign as part of the Downtown Riverwalk Project, with funding provided through the Village's Downtown Revitalization Initiative (DRI) grant.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

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Trustee _____ Moved and Trustee _____ Seconded a resolution authorizing and directing the Village Office of Planning and Development to issue a solicitation for bids for the reinstallation of brick paver hardscaping surrounding the Fall Island Art and Skatepark.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the membership of Kai Bächtiger, Potsdam, NY into the Potsdam Volunteer Fire Department. A favorable vote of the department and satisfactory physical exam have been achieved.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

Trustee _____ Moved and Trustee _____ Seconded a resolution approving the membership of Christopher O'Neil, Potsdam, NY into the Potsdam Volunteer Fire Department. A favorable vote of the department and satisfactory physical exam have been achieved.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

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Trustee _____ Moved and Trustee _____ Seconded a resolution to enter into Executive Session for the discussion of the employment history of a particular person, pursuant to Section 105(1)(f) of the New York Public Officers Law, on October 19, 2026, at ____ pm.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Executive Session of the Village of Potsdam Board of trustees on October 19, 2026, at _____ pm.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				

Trustee _____ Moved and Trustee _____ Seconded a resolution to adjourn the Regular meeting of the Village of Potsdam Board of Trustees on October 19, 2026, at _____ pm.

Board Member	Aye	Nay	Abstain	Absent
Mayor Jacobs Wilke				
Trustee Williams				
Trustee Schulte				
Trustee Deuel				
Trustee Carney				
TOTAL VOTES				