

## Directions to the Court Offices:

### From the east:

Traveling on the NYS Thruway, use exit 44 and follow State Route 332 south to State Route 96. Turn right on Route 96 and continue approximately 4 miles to the Village of Victor. At the 2nd traffic light turn left onto School Street. Continue straight after the 4-way stop. The court offices are on the left, just past the Post Office.

### From the west:

Traveling on the NYS Thruway, use exit 45. Stay to the right beyond the tollbooth for the exit ramp to State Route 96. Turn left on Route 96 and continue approximately 4 miles to the Village of Victor. Turn right onto School Street at the 2nd traffic light. Continue straight after the 4-way stop. The court offices are on the left, just past the Post Office.

### From Rochester:

Follow 490 east to the last exit (#29) before the entrance to the NYS Thruway. Continue on Route 96 south, approximately 4 miles, to the Village of Victor. Turn right onto School Street. Continue straight after the 4-way stop. The court offices are on the left, just past the Post Office.



### Town of Victor



Town Court  
11 Framark Drive  
Victor NY 14564

Phone:  
Justice Reid A. Holter - 585-924-5262  
Justice William F. Kocher - 585-924-5775

Fax: 585-924-6958

Revised and Printed 10/2024



## ▶ Court Information



**11 Framark Drive**

### Phone:

Justice Reid A. Holter - 585-924-5262  
Justice William F. Kocher - 585-924-5775

Fax: 585-924-6958

# General Information



Justices Reid A. Holter and William F. Kocher preside over the Victor Town Court.

Offices are located at 11 Framark Drive in the Village of Victor.

(Off of School Street, just past the Post Office)

## Regular office hours are:

Monday through Friday 9 AM to Noon and 1 PM to 4 PM.

The Court offices are staffed by Court Clerks Kerry Miller & Kelli Kubinski.

Additional Court Clerk staff includes Felicia Skibinski and Amanda Curry.

Court Staff can be reached by:

Judge Holter - 585-924-5262

Judge Kocher - 585-924-5775

FAX - 585-924-6958

Email - [court@townofvictoryny.gov](mailto:court@townofvictoryny.gov)

## Payment Information:

Only **GUARANTEED FUNDS** are acceptable forms of payment:

- Visa or MasterCard (2.99%fee)
- Certified Checks or Money Orders (made out to Victor Town Court)
- Cash Accepted in Person at Court
- **\*\*No Personal Checks**

## Clearing Up Misconceptions

Whether on a local, state, or federal level, the Judicial Branch of government is a separate, equal and distinct branch. Not too long ago, Town Justices were also members of the Town Board, playing an integral part in the day-to-day operation of Town Government. Now, for ethical reasons, Justices are no longer members of the Town Boards.

## Jurisdiction

Justice Courts have a very broad, but limited jurisdiction in matter affecting the local community. It is for this reason that Justice Courts are often called: **"The Courts closest to the people"** are readily accessible geographically to the citizens.

Civil jurisdiction of a local Town or Village Court is limited to \$3,000.00. In landlord/tenant proceedings, however, the monetary jurisdiction is unlimited. Cases can be filed in either the regular Civil Part or Small Claims Part of the Court.

New York Town and Village Courts have criminal jurisdiction over all misdemeanors, violations, and infractions, together with arraignment and preliminary jurisdiction over felonies. Jury Trials are conducted when required by law.

## Family Offenses Proceedings

The local Town and Village Courts have concurrent jurisdiction over certain offenses committed between family and household members (related by blood or marriage, former spouses, a child in common, etc), such as disorderly conduct, harassment, menacing, reckless endangerment, and certain assaults. The complainant may proceed in both local Criminal Court and Family Court at the same time.

## Qualifications

The position of Town or Village Justice is not one that either the State or the Justices take lightly. In addition to local elections, Magistrates must comply with uniform statewide standards. Justices are considered to be local, as opposed to state, elected officials. Two justices are elected in each town to four-year terms. Presiding on a part-time basis, Town Justices are not required to be lawyers. Each Town Justice, while considered to be part-time, however, is actually on-call 365 days per year, 24 hours per day. It is not unusual to a Town Justice to be called upon for an arraignment during the middle of the night.

## Responsibilities

All Justices are required to keep accurate, legible records of all proceedings, and at least annually submit case dockets for examination and audit to the Town Board. All Justice Courts must account for and send all fines and fees collected by them to the New York State Comptroller by the 10th day of every month. Justices must complete not only basic training, but also 12 hours of annual classroom training, which is followed by a written examination for non-attorney Justices. The Town or Village pays for all costs and expenses to meet these requirements.

## Looking Toward the Future

Local courts handle the largest number of cases coming before the State's Court System, and contribute greatly to State and local government. Unlike the executive and legislative branches, however, the judicial branch does not have the power to finance its operations, raise taxes or otherwise support itself. It relies upon the Town and Village Boards for the funding of facilities and staff.

It has long been the goal of the local courts to serve the people by providing justice—substantial, timely, and equal justice—and to fulfill the notions of separate, independent judicial branch as set for the by our forefather in the Constitution. To do this, Town and Village Justices must be given reasonable and necessary funding to support an independent judiciary—that is not subservient to other municipal branches.

## Court Clerks

Where caseloads warrant, it is appropriate to authorize one or more support staff under the title of Court Clerk. While much of a Court Clerk's responsibilities center on record keeping and the handling of monies taken in by the Court through fines and fees, Court Clerks handle correspondence, prepare the Court Calendar and issue certain case related processes. All Court Clerks throughout the State of New York are mandated to have yearly training. This training includes: Financial, Civil, Criminal, Town or Village Ordinance, Forms, Jury Trials, Dangerous Dog and many other procedures that are handled in the local Courts. An experienced Court Clerk can lift the burden of clerical detail from the Justice who is ultimately responsible for facets of responsibilities for his/her Court. Court Staff or the Judge are not permitted to give legal advice.