

**VILLAGE BOARD ORGANIZATION MEETING
APRIL 2, 2013**

The Village of Gowanda Board of Trustees meeting was called to order by Mayor Heather McKeever at 7:00 p.m. at the Municipal Hall. The pledge of allegiance was recited.

Present: Mayor Heather McKeever
Trustee Carol Sheibley
Trustee John Certis
Trustee Dale DeCarlo
Trustee Paul Zimmermann

Village Employees: Village Clerk Kathy Mohawk, Treasurer Cindy Schilling

Media Present: Phil Palen, Cable Channel 22
Samantha McDonnell, Observer
Mary Pankow, Pennysaver

Public Present: Charles Rinaldi, Superintendent, Gowanda Central Schools

Mayor McKeever advised that the swearing in of the Mayor and Trustees will take place on April 23, 2013.

Mayor McKeever advised that she has proposed a new position of Safety Training Coordinator and eliminated two positions in the proposed position.

Mayor McKeever read the Official Appointments for the 2013-2014 year.

<u>Office</u>	<u>Term</u>	<u>Incumbent</u>	<u>Appointee</u>
Deputy Mayor	1 year	Dale DeCarlo	Paul Zimmermann
Village Clerk/Deputy Treasurer	1 year	Kathleen Mohawk	Kathleen Mohawk
Treasurer/Deputy Clerk	1 year	Cynthia Schilling	Cynthia Schilling
Affirmative Action Officer	1 year	Kathleen Mohawk	Kathleen Mohawk
Building Inspector	1 year	Gary Brecker	Gary Brecker
Historian	1 year	Phil Palen	Phil Palen
Disaster Coordinator		Nick Crassi	Nick Crassi
Village Engineer		Mark Burr	Mark Burr
Registrar	1 year	Kathleen Mohawk	Kathleen Mohawk
Deputy Registrar	1 year	Becky Kuhs	Becky Kuhs
Sub Registrar	1 year	Louise Hubbard	Louise Hubbard
Village Attorney	1 year	Deborah Chadsey	Deborah Chadsey

Animal Control Officer	through 5/31/13	Mary Dankert	Mary Dankert
Assessor	through 5/31/13	George Stark	George Stark

Motion 1-13. Motion by Trustee DeCarlo, seconded by Trustee Certis to approve the Official Appointments as presented. Motion carried 5-0.

Mayor McKeever spoke about setting up a Water Advisory Committee made up of the Chief Water Operator, a Village trustee liaison, the Village Engineer, a representative from the Cattaraugus County Department of Environmental Health, a representative from the fire company and a community resident.

Motion 2-13. Motion by Trustee Certis, seconded by Trustee Zimmermann to set up a Water Advisory Committee. Motion carried 5-0.

Mayor McKeever presented the Committee Assignments for 2013-2014:

Audit Committee	Dale DeCarlo	Carol Sheibley
Beautification	Paul Zimmermann	
Building Inspector	Heather McKeever	Dale DeCarlo
Building Maintenance	John Certis	Carol Sheibley
Cattaraugus Creek Basin Task Force	Heather McKeever Carol Sheibley	Paul Zimmermann
Disaster Coord Liaison	Heather McKeever	Dale DeCarlo
Employee Negotiation	John Certis	Heather McKeever
Police Commissioner	Heather McKeever	
Fire Commissioner	Paul Zimmermann	
Gowanda Central School	John Certis Carol Sheibley	Heather McKeever
Lighting	Carol Sheibley	
Main Office and Administration	Heather McKeever	
Neighborhood Watch	Heather McKeever	Paul Zimmermann
Ordinances	Dale DeCarlo	Carol Sheibley
Parks (Creekside and Chang Hu)	Paul Zimmermann	
Public Works Departments	Heather McKeever	
Recreation	Carol Sheibley	John Certis
Safety Officer	John Certis	
Sidewalks	Carol Sheibley	
Solid Waste & Recycling	Carol Sheibley	
Thatcher Brook Task Force	Paul Zimmermann Carol Sheibley	Heather McKeever John Certis Dale DeCarlo
Tree Commission	Paul Zimmermann	

Tri County Memorial

Hospital

Dale DeCarlo

Heather McKeever

Water Committee

Dale DeCarlo

Motion 3-13. Motion by Trustee Certis, seconded by Trustee DeCarlo to approve the committee assignments for 2013-2014 as presented. Motion carried 5-0.

Mayor McKeever advised that employee performance reviews will be instituted this year for all appointed personnel.

Mayor McKeever presented the Annual Motions A-Q:

- A) The regular meeting of the Board of Trustees shall be held on the second and fourth Tuesdays of the month at 7:00 P.M.
- B) That the Gowanda office of Community Bank, NA, MBIA/CLASS, and Chase Bank be designated as depositories of Village funds for the ensuing year.
- C) That the Village Clerk or Treasurer be authorized and directed to draw an order for the amount of the reasonable expenses of Village Officials and employees attending the regular monthly meetings of the Erie County Village Officials Association, the Cattaraugus County Village Officials Association, Southtowns Planning and Development, and Association of Erie Co. Governments.
- D) That the Department Heads of the Police, Water, Highway, Sewer and Recreation and Clerk's Office be authorized to approve their department payrolls within the structure of the budget.
- E) That the Mayor of the Village be and hereby is authorized and empowered to execute such application and documents necessary to apply to the proper state agency regarding a youth recreation program for the Village of Gowanda.
- F) That the policy of the Village of Gowanda shall be for all Departments Heads to purchase whenever practical such items as Gasoline, Tires, Blacktop, Street Oil, Chlorine and any other such items as directed by the Board, from the New York State Office of Standards and Purchase on what is commonly known as "State Bid." The authorized purchasing agents for the Village of Gowanda are attached.
- G) That the Treasurer be authorized by law to temporarily invest moneys not required for immediate expenditure in time open or day to day deposit accounts in financial institutions authorized by New York State Department of Audit and Control.
- H) That any non-profit Village-oriented organization be allowed use of the Village parking lots for approved special events on a no fee basis. Requests must be filed at least thirty (30) days in advance with a certificate of insurance. The organization involved shall be responsible for all clean up as directed by the Public Works Department.
- I) The official newspaper of the Village of Gowanda is hereby officially designated as the Evening Observer.
- J) That the Village departments will make all purchases in accordance with the Village Purchasing Policy and Procedures as attached.

- K) That all Village investments are made in accordance with the Village of Gowanda investment Policy and Guidelines as attached.
- L) The Village’s Safety policy will be adhered to and remains in effect as per attached.
- M) The Drug and Alcohol Policy will be obeyed and remains in effect as per attached.
- N) The meetings will follow the Rules or Procedure for meetings.
- O) The Village’s Prohibition of Sexual Harassment Policy will be adhered to and remains in effect as per attached.
- P) The Village’s Information Technology policy will be adhered to and remains in effect as per attached.
- Q) The Village’s Workplace Violence Prevention Policy will be adhered to and remains in effect as per attached.

Motion 4-13. Motion by Trustee Certis, seconded by Trustee Sheibley to approve the annual motions A-Q as presented. Motion carried 5-0.

Motion 5-13. Motion by Trustee Certis, seconded by Trustee DeCarlo to approve the minutes of the March 26, 2013 Village Board meeting as presented. Motion carried 5-0.

Motion 6-13. Motion by Trustee Zimmermann, seconded by Trustee DeCarlo to approve Abstract #11 dated April 2, 2013 on all funds as follows:

General Fund	\$25,356.24
Water Fund	7,806.33
Sewer Fund	22,775.93
Superfund Project	214.83
Flood	5,196.10
Joint Activity	100.00
Total	\$61,449.43

Motion carried 5-0.

PUBLIC PARTICIPATION

Superintendent Charles Rinaldi from Gowanda Central Schools thanked the Village Board for continuing to allow the SRO to be part of the school system. He presented information on the 2013-2014 School budget development. His report follows:

“The Board of Education has not yet finalized and approved a budget. Plans are for the last budget discussion to take place on April 10th and approval on April 17th.

Carry forward expenditure budget equals 4.82% (\$1,269,473). And this is after reducing indebtedness by \$200,000 through refinancing. BOE expenditure target approximates a 3.99% increase (\$1,050,871). Gap equals \$218,602.

Tax cap legislation allows for a 6.87% tax levy increase over 2012-2013. 2012-2013 levy equals \$4,702,947. So 1% increase to the levy equals \$47,003. BOE tax levy revenue target approximates 3% of \$141,088. Or \$15.12/\$1000 tax rate on true. Tax rate on true value in 2003-2004 was \$18.49/\$1000. Tax rate on true value in 2002-2003 was

\$16.15/\$1000. Out of the 27 districts that make up our regional BOCES, Gowanda's is the 6th lowest tax rate on true value.

Recently enacted state aid contains a \$160,000 increase over the Governor's budget released in January. Governor's budget contained a corrected increase in aid of \$315,942. Combined state aid increase of \$475,942.

The math: Carry forward budget equals \$1,269,473. State aid increases \$475,942. Gap equals \$793,531 in order to arrive at a balanced budget.

Condition of fund balance remains positive. District will use approximately \$1,037,000 of reserves to cover associated expenditures for an increase of \$183,130 over 2012-2013. Appropriated fund balance will increase from \$1,930,000 in 2012-2013 to \$2,062,700 in 2013-2014 for an increase of \$132,700.

Programmatic expenditure reductions currently under consideration include: reduce conference & travel, reduce materials and supplies, eliminate one librarian position, eliminate K-12 teacher leader positions, eliminate summer school. Retirement incentives will help.

Right now the budget increase stands at \$1,047,906 for an increase of 3.98%. Levy increase of no more than 3.00% results in a \$22,000 revenue shortfall.

Budget vote scheduled for May 21st. Two seats available on the BOE (Martindale and DeCarlo).

Also proposing to purchase two full-size buses and a van paid for with capital reserves."

Mr. Rinaldi indicated that the school district has been losing about 40 students per year but the present enrollment is just over 1200.

BUILDING/BUSINESS PERMITS

Trustee DeCarlo advised that Building Inspector Brecker is following the law regarding the property on Palmer Street.

Mayor McKeever reminded everyone about the upcoming electronic recycling and trash pickup.

Village Clerk Mohawk advised that she spoke with Casella Waste. She was assured that the drivers will be reminded about only picking up garbage bags with entire stickers on them, not ones that are ripped in half, and cautioned about throwing the recycle bins on the sidewalk. Village Clerk Mohawk also reported that Casella Waste will be purchasing new trucks which are split in half so the trash goes on one side and the recycles on the other.

Mayor McKeever advised that Savarino had a site plan presentation with the planning board last night. Mayor McKeever thanked the office staff for the in-house update of the code books.

TREASURER

Village Clerk Mohawk reported that Treasurer Schilling reminded the Board members to submit their written comments on the employee handbook.

LEGAL

Mayor McKeever reported on the meeting with the Town of Persia Supervisor, Eric Wohlers from Cattaraugus County, Village Attorney Chadsey, Water Superintendent Dubaj and residents of Dayton Road. She indicated that it was a productive meeting and all were in agreement with the terms. Village Attorney Chadsey will provide a contract based upon this meeting for review by the Town of Persia.

PUBLIC WORKS

Mayor McKeever reported on the Southern Tier Conference on May 8th at Houghton College. She suggested that the Board members and the public works supervisors attend.

There was discussion about the discontinuance of the sidewalk plowing. It was decided that the Village will continue the service as most residents seem to like it.

Motion 7-13. Motion by Trustee DeCarlo, seconded by Trustee Certis to approve the promotion of Andy Carriero to Wastewater Treatment Plant Operator, retroactive to March 14, 2013. Motion carried 5-0.

Mayor McKeever advised that the hydraulic lift was installed on March 26th.

Mayor McKeever advised that union negotiations will begin in a couple of weeks.

ADMINISTRATION

Mayor McKeever indicated that the Village Board must make a resolution setting the standard work day for state retirement purposes. Due to some confusion as to whether it is the number of hours per day or the specific hours, the Village Board tabled this resolution until the next meeting.

Motion 8-13. Motion by Trustee Certis, seconded by Trustee Zimmermann to approve the Event Application for the Zoar Valley Fest pending confirmation of receipt of insurance. Motion carried 5-0.

Mayor McKeever advised that local resident Lou Selan was honored at the Cattaraugus County Sports Banquet. She read a proclamation in his honor:

“**WHEREAS**, the Cattaraugus County Sports “Hall of Fame” induction ceremony provides us with the opportunity to celebrate the contributions of **Lou “Looch” Selan** who over the years has generously given of his time and talents to improve our community and;

WHEREAS tonight we recognize **Lou “Looch” Selan’s** contribution to sports in our community. His involvement in sports began as he played both football and baseball while attending Gowanda High School as he graduated in 1940. While in the service, he played baseball with and against several future major league baseball players. Upon returning home from World War II, through the 1940’s and 50’s, Lou played semi-pro football, baseball and fast pitch softball as a catcher for local town teams. It has been said, “Looch was an excellent player and even a better teammate.” He went on to manage the Slovenian Club fast pitch softball team for many years into the 1960’s and;

WHEREAS, Lou “Looch” Selan played a key role in bringing youth football to Gowanda in 1966. **Lou “Looch” Selan** was one of the three original coaches for the Gowanda Jets midget football team that began play in the Cattaraugus County Midget Football League (CCMFL) in 1966. Two years later he guided the Jets to Gowanda’s first midget league football championship when the Jets defeated the Springville Colts in October of 1968 and;

WHEREAS, being an officer of the Slovenian Club for many years, his club has generously donated thousands of dollars to local youth sport organizations, including the Village of Gowanda Recreation Department.

WHEREAS, Lou “Looch” Selan inspires us through his example of leadership over the years as a player, coach and volunteer as he gave of his time and talents to our community, and;

NOW, THEREFORE, I, Heather McKeever, Mayor of the Village of Gowanda, New York, on behalf of the Village Board and the residents of this community, do hereby proclaim March 23, 2013

Lou “Looch” Selan Day

And urge all citizens to recognize the valuable contributions made by **Lou “Looch” Selan** and the organizations in which he serves, and encourage others as they are inspired by his example to serve this community.”

Motion 9-13. Motion by Trustee Certis, seconded by Trustee DeCarlo to adopt this resolution as presented. Motion carried 5-0.

ENVIRONMENT

Phil Palen advised that Jack Torrance is ordering trees. He advised that \$1500 will cover the cost for the spring planting. There are 2 trees that need to come down on Commercial Street and about 10 stumps that need to be removed. He will contact Highway Superintendent Denea to contact Covey Tree Service.

Motion 10-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to expend up to \$1500 for the spring planting. Motion carried 5-0.

Phil Palen also asked for an Arbor Day Proclamation for the last Saturday in April.

Motion 11-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to adjourn the Village Board meeting at 7:55 p.m. Motion carried 5-0.

The next Village of Gowanda board meeting is April 23, 2013 at 7:00 p.m.

Respectfully submitted,

Kathleen V. Mohawk
Village Clerk