

**VILLAGE BOARD MEETING
JANUARY 14, 2014**

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 Dale DeCarlo
Trustee Paul Zimmermann
Trustee Pete Sisti

Village Employees: Village Clerk Kathy Mohawk, Village Attorney Deborah Chadsey

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

Public Present: Joe Vogtli, Tim Greenan (Savarino Companies)

Trustee Sheibley asked for a moment of silence for Diane Brown, a long-time member of the Gowanda Recreation Commission, and Judge Norm Peters.

Village Clerk Mohawk swore in newly-appointed Trustee Pete Sisti to begin the meeting.

Motion 227-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to approve the minutes of the December 10, 2013 Village Board meeting as presented. Motion carried 5-0.

Motion 228-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to approve Abstract #8 dated January 14, 2014 on all funds as follows:

General Fund	\$65,574.97
Water Fund	12,659.32
Sewer Fund	43,963.97
Superfund Project	319.40
Joint Activity	25.10
Total	122,542.76

Motion carried 5-0.

BUSINESS/BUILDING PERMITS

Motion 229-13. Motion by Trustee Zimmermann, seconded by Trustee DeCarlo to approve the business permit application submitted by Anthony and Carla Jefferlone for the retail sales of new and used video games at 39 Buffalo Street. Motion carried 5-0.

POLICE

There was discussion about the employment terms and conditions for full-time police officer Sean Campas. The full outline of terms and conditions will be presented at the next meeting on January 28, 2014.

Village Clerk Mohawk presented the December 2013 police report:

“108 reportable calls, 12 arrests, 13 tickets issued, 4 violent domestics, 9 motor vehicle accidents.

We would like to thank the Gowanda community for their support during the “Cops, Kids and Christmas” drive this year. The donations and help we received was incredible and a special thank you to Officer Jen Alessi for putting this program together.

On December 21st, 2013, Gowanda was facing a potential disaster with flooding but with the leadership of Mayor McKeever, she brought all the village departments together along with other coordinators to have a plan in place. Everyone moved quickly and efficiently diverting the flood waters.

Great job everyone!”

Village Clerk Mohawk presented the 2013 police report:

“2930 reportable calls, 181 arrests, 308 tickets issued, 30 violent domestics, 60 motor vehicle accidents, 55,000 patrol miles.

Crime is down 40% from 2010 as our community has taken a proactive stance with watching out for one another along with educating the public through the Neighborhood Watch program.”

JOINT ACTIVITY

Trustee Sheibley asked for approval to hire Sydney Gominiak as a winter recreation assistant as some of the other students have returned to college.

Motion 230-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to approve the appointment of Sydney Gominiak as a winter recreation assistant. Motion carried 5-0.

Trustee Sheibley advised there are 54 participants in the ski program which started last Sunday. Trustee Sheibley advised the basketball and skating programs are both going well.

Trustee Sheibley advised the Village received \$96.74 from State Employees Federated Appeal for the recreation program.

Trustee Sheibley reported that she and Mayor McKeever attended the annual NEST dinner meeting last Thursday at Salvatores. The presentation was by Hazman. Mayor McKeever indicated that they offer many educational programs as well for anyone who has an interest.

FIRE

Village Clerk Mohawk reported on a question raised by several fire police regarding required training and whether it is necessary to file an oath of office in the clerk's office. Trustee DeCarlo advised that the Fire Chief should have the rules regarding same.

Trustee Zimmermann reminded the Board members of the installation banquet which is scheduled for Saturday, January 18th, at the fire hall.

Village Clerk Mohawk asked about the status of the ambulance lease. Village Attorney Chadsey advised that the ambulance company was supposed to supply the insurance requirements so she could finalize the lease agreement.

Disaster Coordinator Crassi was present at the work session to update the Village Board members on the steps that were taken to avert any flooding disaster last month.

TREASURER

Trustee Sheibley suggested that the Village Board should shop insurance especially since the insurance premiums have risen. She suggested possibly paying for six months while the Village reviews renewal options with other carriers. Treasurer Schilling provided a memo indicating that Emerling Insurance has already been shopping around. Village Clerk Mohawk advised that it is too late this year since the renewal is in February but that it would be a good idea to begin thinking about it next fall again. Mayor McKeever indicated that Trustee Sheibley should keep that in mind so the Village can begin the process earlier for next year's renewal.

LEGAL

A resolution regarding the 42 Jamestown Street project was listed on the agenda for action. Village Attorney Chadsey advised that no action would be taken at this meeting. Mayor McKeever scheduled a special meeting for Monday, January 20th, at 6:00 p.m. to discuss the matter. Tim Greenen of Savarino Companies asked if the Village Board would need any presentation from him. Mayor McKeever indicated that there have been several presentations by Savarino but the short delay will allow new Trustee Sisti some time to review the presentation and the other associated paperwork.

An Intermunicipal Agreement between the Village and Erie County was presented for review by the Village Board. Village Attorney Chadsey indicated it reduces the number of matters that need to be referred to the Erie County Planning Board for review. She asked the Village Board members to review the agreement and advise if any changes are necessary.

Village Clerk Mohawk advised that the parking lot lease with Community Bank expired on December 31, 2009. Mayor McKeever indicated that some discussion with

Community Bank will follow as the Village would like to be able to make repairs to the lot.

Village Attorney Chadsey advised that no action is necessary on behalf of the Village for the grievance complaints that were filed.

After a review of the water contract with the Town of Collins, it automatically renews every ten years so no action was necessary.

PUBLIC WORKS

Water Superintendent Dubaj requested approval to purchase two backwash control valves to replace the existing ones.

Motion 231-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to authorize the purchase of two backwash control valves for the Culligan clarifiers at a cost of \$769.84 each. Motion carried 5-0.

Sewer Superintendent Carriero requested payment of an additional \$750 for the digester cleaning. The Village Board originally authorize \$11,250 but the work required the Village to use a different air compressor because the Village-owned one did not work.

Motion 232-13. Motion by Trustee Zimmermann, seconded by Trustee DeCarlo to authorize the total payment of \$12,000 for the digester cleaning to be taken from the sewer reserve fund. Motion carried 5-0.

The Village Board previously approved repairs to the 1989 White tandem axle dump truck in the amount of \$17,720 from the Highway and Sewer Equipment Reserve funds. It was discovered that an additional cost of \$1,671.62 is necessary as the fuel tank must be replaced.

Motion 233-13. Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the fuel tank repair to the 198 White tandem axle dump truck in the amount of \$1,671.62 with the funds to be taken from the general fund. Motion carried 5-0.

Village Clerk Mohawk presented the request from Highway Superintendent Denea for a petty cash fund for purchase of small items at businesses that do not have charges.

Motion 234-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to approve a petty cash fund in the amount of \$50 for Highway Superintendent Denea. Motion carried 4-1. Trustee Sheibley voted no as she did not feel it was necessary for the highway department to have petty cash.

Village Clerk Mohawk reported that the Village was notified that they will begin being billed for non-compliance with the underground dig notices. She indicated that she spoke with Sewer Superintendent Carriero about these penalties. Dig Safely New York has

been updated with the correct Village information so there should be better communication. There was discussion about training the appropriate personnel to become familiar with the automated response system. Village Clerk Mohawk suggested that Sewer Superintendent Carriero or Water Superintendent Dubaj would be the most appropriate personnel.

Mayor McKeever advised that an application was submitted to Syracuse University's Environmental Finance Center for assistance with an Asset Management plan.

Highway Superintendent Denea submitted a request for payment for unused vacation time and flood assistance overtime. Trustee Sheibley indicated that the Supervisor's contract states that Supervisor Denea cannot get paid overtime and any unused vacation time at the end of the fiscal year must be paid. There was some discussion that Superintendent Denea still has time to use his vacation time before the end of the Village's fiscal year on May 31st.

The Village Board tabled any decision relative to the purchase/lease of a new highway plow truck.

Water Superintendent Dubaj requested authorization to purchase 50 new meters using water reserve funds.

Motion 235-13. Motion by Trustee Zimmermann, seconded by Trustee DeCarlo to authorize the purchase of 50 new meters for the water department at a cost of \$5,990.37 from the Water Reserve fund. Motion carried 5-0.

Village Clerk Mohawk advised of a water customer's complaint about her water bill for a property on Palmer Street. The owner asked that the water be shut off when her tenants vacated at the beginning of October. Water Superintendent Dubaj went to the residence several times during the beginning of October and the people were still at the residence. He went on vacation and Village Clerk Mohawk was then out of the office for a medical reason. The pipes froze before the water was shut off at the street in November. The Village Board indicated that the owner could have shut the water off in the residence. No adjustments will be made on the bill.

Mayor McKeever asked that Trustee Sisti join Trustee DeCarlo on the Water Committee. She asked that they schedule another meeting.

Trustee DeCarlo asked that the manholes be raised on the roads that were paved.

ADMINISTRATION

Village Clerk Mohawk updated the Village Board on the municipal GRT audit being conducted by Computel Consultants. There has been a lot of interest from municipalities for the service so it is taking longer to get all the necessary information gathered.

Village Clerk Mohawk indicated she has had problems getting the Standard Workday Resolution approved by New York State Retirement. It is necessary to have another resolution to comply with the posting and reporting requirements.

Motion 236-13. Motion by Trustee Zimmermann, seconded by Trustee DeCarlo to adopt a resolution setting the standard workday for Village employees as 8 hours per day. Motion carried 5-0.

Village Clerk Mohawk advised that it is necessary for the Village Board to adopt a resolution providing that there will not be a village registration day and identifying the polling place and hours the polls will be open.

Motion 237-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to adopt the foregoing resolution providing there will not be a village registration day. Motion carried 5-0.

Motion 238-13. Motion by Trustee Sisti, seconded by Trustee Zimmermann to identify the polling place for the March 18, 2014 Village election as the Village board room and the polls will be open from 12:00 noon until 9:00 p.m. Motion carried 5-0.

Village Clerk Mohawk requested approval for the appointment of Dawn Spires as a part-time clerk in the Village office.

Motion 239-13. Motion by Trustee Zimmermann, seconded by Trustee DeCarlo to appoint Dawn Spires as a part-time clerk in the Village office. Motion carried 4-1. Trustee Sheibley abstained stating that she felt the Village Board should have been advised of how many applications were received and how many applicants were interviewed. She questioned the employee being put in place with an e-mail and telephone vote prior to the regular board meeting. Trustee Sheibley also asked regarding the rate of pay. Her comments had nothing to do with who was hired.

Village Clerk Mohawk advised that she received a telephone call from the Erie County Office of Real Property Tax Services. They had received a call from the former Village Assessor requesting a copy of the Village tax roll. Village Clerk Mohawk advised that the Village is no longer an assessing unit, the Village is using the Town rolls, and Mr. Stark is no doing any work on behalf of the Village. Erie County advised they would contact Mr. Stark denying his request.

Village Clerk Mohawk reminded the Village Board that the Employee Handbook needs to be in place prior to the employee training which is scheduled this spring.

ENVIRONMENT

Trustee Zimmermann reported that he has been in contact with the individual who requested her wedding at Chang-Hu Park in September. The wedding will only involve about 30-35 people followed by pictures. The Village Board indicated she can plant the

flowers but is responsible for taking care of them during the season. Village Clerk Mohawk will contact her to make sure she has checked with the Gowanda Free Methodist Church for availability of parking.

Motion 240-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to approve the wedding in Chang-Hu Park on September 7, 2014 under these conditions. Motion carried 5-0.

Village Clerk Mohawk advised the Village received a \$100 donation for Chang-Hu Park. Park.

Motion 241-13. Motion by Trustee DeCarlo, seconded by Trustee Zimmermann to go into Executive Session at 8:15 p.m. Motion carried 5-0.

Motion 242-13. Motion by Trustee DeCarlo, seconded by Trustee Sisti to come out of Executive Session at 9:10 p.m. Motion carried 5-0.

Motion 243-13. Motion by Trustee Sheibley, seconded by Trustee Sisti to adjourn the Village Board meeting at 9:12 p.m. Motion carried 5-0.

The next Village of Gowanda board meeting is January 28, 2014 at 7:00 p.m.

Respectfully submitted,

Kathleen V. Mohawk
Village Clerk