

**VILLAGE OF GOWANDA
BOARD MEETING
June 13, 2017, 2017
MINUTES**

The Village of Gowanda Board of Trustees meeting was called to order by Mayor David Smith at 6:00 p.m. at the Municipal Hall. The pledge of allegiance was recited.

Present: Mayor David Smith
Trustee Carol Sheibley
Trustee Aaron Markham
Trustee Wanda Koch
Trustee Paul Zimmermann

Village Employees: Village Clerk Nancy Black, Public Works Superintendent; Jason Opferbeck, Treasurer; Traci Hopkins, Nick Crassi, Dennis Feldman, Phil Palen, Molly Dalimonte, Deb Chadsey, Dennis Feldmann

Media Present: Phil Palen, Cable Channel 22

Public Present: Mike Hutchinson, Jack Broyles, John Walgus, Andrew Kuczkowski, Mark Burr, Rock Reid, Rich Place, Pauline Girome

Motion 6-52 Motion by Trustee Zimmermann, seconded by Trustee Koch to approve the agenda of the June 13, 2017 Village Board meeting.
Motion carried 5-0.

MISSION STATEMENT

Mayor Smith read the Village Mission Statement

MINUTES

Motion 6-53 Motion to approve the minutes of the May 9, 2017 Village Board meeting. Motion by Trustee Carol Sheibley, seconded by Trustee Markham. Motion carried 5-0.

PUBLIC PARTICIPATION

Mayor Smith invited the public to join the public participation portion of the meeting. Rock Reid addressed the Mayor and the board with concerns he has noticed in the village. He reported on four items:

1. A property located at 45 Palmer Street.
2. The sidewalk that was put in at this property is a disaster.
3. The backyard and barn may be a fire hazard.
4. Property owners have complained and had their properties appraised and they can't sell their houses because of the mess at 45 Palmer Street.

Mayor Smith addressed the concerns. Mayor Smith was made aware of these concerns about 45 Palmer Street. Mayor Smith indicated that in an effort to be proactive he went to take a walk down Palmer Street. He too noticed the problems with the sidewalk in front of 45 Palmer Street. Mayor Smith, in his opinion, determined that the sidewalk was unstable and inadequate. Mayor Smith addressed the condition of the other parts of the property. Mayor Smith recommended that the code enforcement officer take a look at this property and start the process to rectify the situation. Mayor Smith concluded that this problem is unacceptable. Attorney Deborah Chadsey spoke on the situation. Ms. Chadsey indicated that a single citation should be created for all of the problems and then prosecute them. Deborah also stated that the village code needs to be more definitive. Ms. Chadsey also suggested that all correspondence on 45 Palmer Street need to be corralled and a persuasive petition needs to be prepared. Ms. Chadsey recommended that the people in the 45 Palmer Street Neighborhood document any concerns about this property.

Mayor Smith recommends that a plan of attack be developed and go further starting right now. Ms. Chadsey will write a letter to the judge regarding these concerns. Mayor Smith concluded the conversation with stating that Gowanda needs to take pride in our village starting right now. Mayor Smith Thanked the public for their help in making Gowanda better one property at a time.

MAYORAL UPDATES

- a. **Motion 6-54** Mayor Smith discussed the CDBG Grant Award. (Community Development Block Grant). A motion to enter into the CDBG Contract with Erie County Department of Environment and Planning to continue to support the restoration of the Hollywood Theater was by Trustee Markham and seconded by Trustee Koch. Motion was carried 5-0.

- b. **Motion 6-55** Mayor Smith thanked Peggy Luther, The President of the local Lions Club, for the donation of a Flowering Crabtree. They would like to plant it in a Gowanda park. The tree will be planted at either Creek Side Park or Gateway Park for people to enjoy. Mayor Smith thanked the Lions Club for continuing to beautify the Village of Gowanda. Mayor Smith indicated that the Lions Club will be purchasing a plaque to accompany the tree identifying the tree and that it was donated by the Lions Club. Trustee Markham motioned to accept the tree and plaque from the Lions Club and it was seconded by Trustee Sheibley. Motion was carried 5-0.
- c. Mayor Smith shared an informational item regarding the Pine Hill Cemetery. The Pine Hill Cemetery club is celebrating its 150th Anniversary. Mayor Smith indicated that that this cemetery is home to many of our founding fathers of Gowanda. Mayor Smith stated that we as a village recognize by giving a special thanks to the cemetery club, as well as Jason Opferbeck, Jack Broyles, Jack Torrance, Phil Palen and others who provide upkeep of the cemetery every day.
- d. Mayor Smith recognized the Hollywood Happenings that occurred here on June 3rd and June 4th. Mayor Smith gave special thanks to Dana Anderson and Mark Burr and the rest of the Hollywood Happenings crew that helped put that event together. Mayor Smith thanked the police force who did an excellent job enforcing throughout the event. Mayor Smith thanked our Public Works staff who did an excellent job preparing the village for the Hollywood Happenings.
- e. Mayor Smith recognized Memorial Day events and festivities. Mayor Smith expressed his gratitude to those who gave the ultimate sacrifice to our country. Mayor Smith thanked George Stark and the American Legion 409 for making the Memorial Day events possible.
- f. Mayor Smith acknowledged that Rediscover Gowanda occurred the weekend before Memorial Day. Mayor Smith gave special thanks to Janet Vogtli for putting all of that together. Mayor Smith congratulated Janet Vogtli and her crew for putting together a wonderful weekend for the Village of Gowanda.
- g. Mayor Smith reported that on the opening night of Hollywood Happenings there was a fire that occurred at the Olympia Restaurant. Mayor Smith recognized Nick Crassi and The Gowanda Volunteer Fire Department for their swift action in putting out that fire. Mayor Smith thanked the volunteer men and women for all that they do to protect all of us, that night was no exception.
- h. Mayor Smith discussed that on June 11th, the Gowanda Little League Baseball held their commemoration event that they have annually. Mayor Smith gave special thanks to Ben Shields and Matt Smuda for their work in putting that together. Mayor Smith explained that he threw out a commemorative first pitch.
- i. Mayor Smith discussed the SEIU which will be discussed further at the next board meeting. Mayor Smith thanked Bob Mahoney, Sam Lauer, and Trustee Paul Zimmermann and attorney Deb Chadsey for their time and effort that they put into the negotiation process.

- j. Mayor Smith then discussed the DRI initiative (Downtown Revitalization Initiative). Mayor Smith explained that the village submitted a grant application that has a deadline of June 15th. Mayor Smith indicated that there are many things that can be done with downtown revitalization. Mayor Smith explained that it would be to improve waterfront, lighting, and etcetera. Mayor Smith did not have an opportunity to talk with the board prior to the meeting tonight about this grant application. This is because Mayor Smith was in conversation with the governor's office regarding a mentorship program that will take place at the school.
- k. In connection with Governor Cuomo's office, the village of Gowanda will start a mentoring program for our young men and women largely through the school. Mayor Smith addressed the drug epidemic and how it is taking over communities all over the USA. Mayor Smith indicated that Gowanda is not exempt from this drug epidemic. Mayor Smith has appointed 13 mentors including himself to work with the at risk youth of the Gowanda School district. There will be training on June 26th. The mentoring program will start this fall.
- l. Mayor Smith reported that there will be no Holiday Closing on Monday July 3rd due to it being the last day before penalty for taxes to be collected.

CORRESPONDENCE

- a. Mayor Smith discussed a letter of thanks from the Gowanda Correctional Facility. Mayor Smith was a keynote speaker at their memorial service regarding the passing of their employees over the past twelve months and honoring them. The village received a thank you for that.
- a. Mayor Smith also received an EPA assessment grant letter. Mayor Smith indicated that it is in response to a grant that written last December for \$200,000.00 to select specific properties in the village. To conduct phase one and phase two assessments in conjunction with the BOA project. This grant was not funded and we received a letter to indicate that. Mayor Smith reported phase one and phase two are still out there and are still in motion.

BOARD ROUND TABLE

- a. Trustee Markham explained that his concern was covered with the Palmer Street concerns.
- b. Trustee Zimmermann had no comments at this time.

- c. Trustee Koch stated that everything is moving in a positive direction. Trustee Koch also expressed that the Hollywood Happenings was a great event. Trustee Koch thanked the firemen for their efforts for saving the Olympia restaurant.
- d. Trustee Sheibley mentioned that this past Friday Gowanda Recreation had an opportunity to submit a grant for \$4,000.00 which Recreation Director Mark Benton took the time to work together on it. Trustee Sheibley expressed that hopefully if the grant is funded there will be a soccer program at hopefully Gateway Park during the months of September and October. Trustee Sheibley reported that she feels very confident that we will be funded. Trustee Sheibley explained that they only had a couple of day's turnaround time to do this. Trustee Sheibley indicated that it is for both boys and girls ages 5 to fourteen.

OFFICIAL BUSINESS

Police Officer in Charge Dennis Feldmann-

We handled 514 complaints. Officer Feldmann indicated that there were three to four hundred more complaints with follow-ups with the community. Officer Feldmann indicated that there were 50 police reports filed. We met with the Cattaraugus Opioid Task Force in Olean on Friday. Officer Feldmann reported that they also met with the assemblymen and it was a really good meeting about funding for training for our officers. Officer Feldmann also indicated that the Hollywood Happenings were awesome. Officer Feldmann indicated that there was support from various departments and he thanked them for their support in making the Hollywood Happening patrol go great. Officer Feldmann reported that Patrolman Cross completed his training and Peter Randal just graduated from the academy.

Code Enforcement Officer Larry Green-

Officer Green expressed that our main goal is compliance. Officer Green indicated that with code enforcement people have been very good in coming forth and obtaining permits. Office Green reported that we've had 9 permits this month obtained. Officer Green also indicated that he talked with Trustee Sheibley briefly about how the code enforcement procedures and policies need to be updated. Officer Green explained that he is looking for alternative solutions to enforcing codes. Officer Green indicated that we have some people seeking building permits. Officer Green stated that anyone in the village needs a permit for signage. Officer Green also indicated that at this time we have around 45 unregistered vehicles in the village. Officer Green asked the board for a reprieve in dealing with these issues. He suggested maybe putting something in the Penny Saver to notify the village of codes and

permits. Officer Green had nothing further at this time. Trustee Koch offered to sit down to discuss and codes or permit updates and she and the board are definitely willing to help out with that.

Disaster Coordinator Nick Crassi-

Disaster Coordinator Crassi met with Kathleen Ellis to work on what responsibilities are related to our ongoing FEMA projects and Financial Summary Reports for Army Corp/Thatcher Brook US Army project. Mr. Crassi shared her proposal with the Village Board to make sure her proposal is acceptable. Mr. Crassi indicated that Kathleen Ellis would assist with FEMA required paperwork.

Motion 6-56 Motion by Trustee Markham second by Trustee Koch to approve the proposed contract with Kathleen Ellis to assist with FEMA required paperwork and Army Corp of Engineers required paperwork. Trustee Sheibley asked if the board could approve item by item as they become necessary so to not end up in a deficit. Attorney Chadsey stated that a cap can be made so to not spend over the amount of money allotted. Motion carried 5-0

Disaster Coordinator Crassi stated that Thatcher Brook by Chapel Street is very deep. Mr. Crassi said we need permission to get the two feet of sludge out. Mr. Crassi asked if we switched equipment and we need to obtain equipment to purchase. Mr. Crassi expressed that we need to do this as soon as possible.

Public works superintendent Jason Opferbeck reported that renting or purchasing a skidster would be necessary to complete this work. Mr. Opferbeck explained that it would cost around \$270.00 a day to rent and around \$540.00 total to rent to hopefully get the job done.

Motion 6-57 Motion by Mayor Smith second by Trustee Koch to approve the rental of a skidster to deal with the sludge in Thatcher Brook. Motion carried 5-0

Fire- Nick Crassi/ Carol Sheibley / Paul Zimmermann-

Trustee Sheibley discussed the annual fire vehicle and equipment cleaning and inspection will be coming up and it will be at 6PM and all are invited to come. Trustee Zimmermann concluded that he was going to mention the same thing. Mr. Crassi explained that he had four firefighters enroll in a swift water training program. Mr. Crassi indicated that they completed the course and they are certified national rescuers. Mr. Crassi stated that we have highly trained people not only with swift water, but with ice water rescue and repelling and recovery. Mr. Crassi explained that they also train with the State Police and Buffalo Police too. Mr. Crassi also discussed meeting with the town of Perrysburg and they were receptive to our concerns.

Treasurer- Traci Hopkins

Treasurer Hopkins discussed the Treasurer Report in the Abstract; bills that she will request for payment were broken down because those bills include funds from two different budget years. Treasurer Hopkins has identified which bills are coming from which budget year. Treasurer Hopkins anticipates that we will continue to get bills from last budget year through the end of this month. Treasurer Hopkins indicated and identified an issue in the Gabel's parking lot where we had an issue with a manhole. This manhole required blacktop and had drainage issues which was almost a \$7,000.00 dollar expense that will need to be taken out of last year's budget because it happened before May 31. Treasurer Hopkins stated that we have the funds in the budget. Treasurer Hopkins reported that a budget modification will be needed to not overspend any line item. The budget modifications will come to the board at the July 11th board meeting. Treasurer Hopkins reported that the water fund paid off the USDA loan. There are still funds in the water account to keep things going until the round of water bills go out at the end of July. To date, Treasurer Hopkins indicated that we have been very busy collecting property taxes. It has been a learning experience for all of us. Treasurer Hopkins thanked the community for being patient with us at the window as we collect property taxes as we are all new at this. Treasurer Hopkins stated we collected more than 162,000.00 so far. Treasurer Hopkins reminded the public that property taxes are due on July 3rd. Treasurer Hopkins discussed the various accounts and how the general fund has grown. Treasurer Hopkins will be moving money around and in addition she will be opening a Citizens money market savings account because it has much better interest than Community bank. Sewer cash flow has had some slow down, but Collins Correctional came in and other funds have come in to help balance sewer funds out.

Motion 6-58 Motion to approve the 2016-2017 Budget Modifications-Trustee Sheibley made the motion and Trustee Zimmermann seconded. Motion carried 5-0.

Treasurer Hopkins indicated that a budget modification needed to be made to pay for the gazebo renovations at Chang Hu Park. In addition police cameras were installed in the police department and that also will need budget modifications.

Motion 6-59 Motion to approve the renewal of the Municipal Insurance coverage with WNY Insurance Agency for the period of June 1, 2017 to May 31, 2018 for a total of \$95,287.03. Trustee Markham made the motion and Trustee Sheibley seconded. The motion was carried 5-0.

a. Legal / Deb Chadsey

Deb Chadsey had nothing to report.

a. Business / Building Permits

None at this time.

b. Joint Activity / Carol Sheibley Aaron Markham

Motion 6-60 A motion was made to approve the June 6 minutes of the Gowanda Recreation. Trustee Markham made the motion and Trustee Zimmermann seconded. Motion was carried 5-0

Motion 6-61 A motion was made to accept funds of \$1,000.00 from Gowanda American Legion Post #409. Trustee Markham made the motion and Trustee Koch seconded. Motion was carried 5-0

Motion 6-62 A motion was made to pay the Recreation Director to coordinate a football clinic. Trustee Markham made the motion and Trustee Zimmermann seconded. Motion was carried 5-0

Motion 6-63 A motion was made to approve staff support for summer football. Trustee Markham made the motion and Trustee Zimmermann seconded. Motion was carried 5-0

c. Public Works / Jason Opferbeck

Superintendent Opferbeck updated on the following:

Collins Corrections- motion to approve an extension of the NYS Department of Corrections water permit

Motion 6-64 To extend the Collins Corrections waste water permit one year July 24th 2017 through July 23, 2018. Trustee Markham made the motion and Trustee Sheibley seconded the motion. Motion carried 5-0

Water Department secretary hiring process was discussed. Mayor Smith asked if the new hire would be no more than 20 hours. Mr. Opferbeck agreed that the secretary would only work 20 hours per week. The board agreed to help get a secretary hired. Mr. Opferbeck discussed the improvements to the Chang Hu park gazebo. The cost to renovate the gazebo exceeded the \$1,500.00 donation. Discussion to monitor the maintenance of the Gazebo was agreed upon to avoid having large costs to fix it in the future. Mr. Opferbeck discussed the volunteering of rural water department to train two current members of the rural water department. Mayor Smith asked if the proposal to have volunteers from the water department come to our site to train and assist be put in writing. Mr. Opferbeck stated that he will submit the proposal for the meeting July 11th. Mr. Opferbeck discussed the equipment plan and anticipated goals and the addition of equipment. Mr. Opferbeck discussed the need for a new street sweeper and asked the board for permission to purchase a street sweeper. Mr. Opferbeck stated that he would like permission to purchase a street sweeper. Mr. Opferbeck would also like to move forward with the purchase of a skidster.

Motion 6-65 Motion to declare equipment surplus. Trustee Markham made the motion and Trustee Koch seconded. Motion carried 5-0

a. Environmental

Mark Burr discussed the dam safety permit. Mr. Burr stated that revised drawings will be sent to the contractor. Mr. Burr stated that the ball is moving forward and water lines have been installed. Mr. Burr indicated that High Street has \$2,000 to \$3,000 worth of additional money.

Mr. Phil Palen reported that there are two very large trees located on the creek side of North Water Street that are about to fall in the creek. Mr. Palen also indicated that there are 3 or 4 tree stumps that need to be ground. There is one stump on Chestnut Street and one at 31 Beech Street. Mr. Palen reported that there is a crimson maple tree that is in bad shape and it needs to be dealt with. Mr. Palen explained that the tree is touching wires and this tree just needs to be taken out of there.

Motion 6-66 Event Application

A motion to approve the Gowanda Garden Club Picnic for July 5th at St. John's Park was made by Trustee Markham and was seconded by Carol Sheibley.

Motion 6-67 UDAG –

Trustee Koch made a motion to approve Brenda Merrill to join the UDAG committee. Trustee Zimmermann seconded. Motion

NEXT MEETING

The Village Board meeting will remain on the second Tuesday of each month schedule. The next meeting will be July 11, 2017 at 6:00 PM.

EXECUTIVE SESSION

Mayor Smith announced that an Executive Session will be held, stating there will be no voting or actions held after the conclusion of the Executive Session. The Executive Session is for personnel matter.

ADJOURNMENT

Motion 6-68 Motion by Trustee Koch, second by Trustee Markham to adjourn the Executive Session Board meeting at 8:20 PM. Motion carried. 5-0

Respectfully submitted,

Molly Dalimonte