

**VILLAGE BOARD MEETING
FEBRUARY 7, 2017**

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

Present: Mayor Heather McKeever
Trustee Carol Sheibley
Trustee Aaron Markham
Trustee Wanda Koch
Trustee Paul Zimmermann

Village Employees: Village Clerk Kathy Mohawk, Public Works Superintendent Jason Opferbeck, Account Clerk Kathleen Ellis, Treasurer Traci Hopkins

Media Present: Rich Place, Gowanda Press

Public Present: Jack Broyles, Theresa Girome, Sam Castellano, Andy Burr

Motion 240-16. Motion by Trustee Markham, seconded by Trustee Koch to approve the minutes of the January 10, 2017 Village Board meeting as presented. Motion carried 5-0.

Motion 241-16. Motion by Trustee Zimmermann, seconded by Trustee Markham to approve the minutes of January 13, 2017 Special Village Board meeting as presented. Motion carried 5-0.

Motion 242-16. Motion by Trustee Sheibley, seconded by Trustee Zimmermann to approve the abstract dated February 7, 2017 on all funds as follows:

General Fund	\$52,148.88
Water Fund	42,875.60
Sewer Fund	81,304.00
Total	176,328.48

Motion carried 5-0.

TREASURER

Treasurer Hopkins has been meeting with department heads and the budget committee regarding the upcoming budget expenditures and balances.

Treasurer Hopkins requested approval to attend an Introduction to Governmental Accounting training on April 11-13 in Batavia. It is designed for those individuals who possess some accounting experience but are new to municipal accounting. The cost is \$85 plus mileage.

Motion 243-16. Motion by Trustee Koch, seconded by Trustee Zimmermann to authorize Treasurer Hopkins attendance at the Introduction to Governmental Accounting training April 11-13 in Batavia. Motion carried 5-0.

Treasurer Hopkins advised that per the budget committee recommendation, she would like to engage R.A. Mercer to assist with account reconciliation and any necessary adjustments, including due to/due froms, at an amount not to exceed \$5,000 which would also include the first monthly Treasurer's report. Trustee Zimmermann asked about a timeline. Treasurer Hopkins said she wants all the accounting in order by June 1st. Trustee Sheibley said some of this information could be useful for the upcoming budget process. Treasurer Hopkins indicated there is \$12,500 in the budget for auditing services.

Motion 244-16. Motion by Trustee Markham, seconded by Trustee Koch to engage R.A. Mercer to assist with account reconciliation and any necessary adjustments per the recommendation of the budget committee, at an amount not to exceed \$5,000. Motion carried 5-0.

Treasurer Hopkins presented an updated and revised budget timeline.

Motion 245-16. Motion by Trustee Markham, seconded by Trustee Koch to adopt the updated and revised budget timeline prepared by Treasurer Hopkins. Motion carried 5-0.

LEGAL

There was discussion about the PRP negotiations. Mayor McKeever indicated a meeting was scheduled for tomorrow but there was not much notice. Village Attorney Chadsey asked if it could be a conference call. Trustee Markham stated he would prefer a face-to-face meeting with the parties. Village Attorney Chadsey will provide all available dates to Village Clerk Mohawk to reschedule the meeting.

Village Attorney Chadsey advised she will prepare all the necessary resolutions for the dialysis unit. Mayor McKeever indicated there may be a site change. The resolutions for the zoning are prepared and the resolutions for the variance can be prepared once the new site is known.

Village Attorney Chadsey advised there is no update on the Savarino project.

Village Attorney Chadsey advised that the Time Warner contract has been challenged since the new owners do not want to honor it. Village Clerk Mohawk will follow up on the franchise fees and send a bill if they have not been received.

Trustee Markham asked about an update on 45 Palmer Street. Gary Brecker and Larry Green will talk to the resident on Friday. Village Attorney Chadsey advised the Village has the right to repair the sidewalk and then take the owner to Small Claims Court if he doesn't pay. She advised the Village to serve him notice that the Village will repair the sidewalk within "x" hours.

Motion 246-16. Motion by Trustee Markham, seconded by Trustee Zimmermann to open the public hearing for the Brownfield Opportunity Area Program application process. Motion carried 5-0.

Mayor McKeever, Trustee Koch and Public Works Superintendent Opferbeck all stated they were excited about the opportunity to apply for the Phase II BOA. All the Village Board indicated they were in favor of the application. There were no other comments.

Motion 247-16. Motion by Trustee Zimmermann, seconded by Trustee Markham to close the public hearing at 6:31 p.m. Motion carried 5-0.

POLICE

Motion 248-16. Motion by Trustee Markham, seconded by Trustee Koch to regretfully accept the resignation of Stacey Raiport from the Gowanda Police Department, effective January 27, 2017. Motion carried 5-0.

Village Clerk Mohawk reported that the Gowanda Police Department received a \$2,000 grant from the Division of Criminal Justice Services to be used for protective equipment and patrol rifles.

A job posting for Officer-in-Charge was presented and reviewed.

Motion 249-16. Motion by Trustee Markham, seconded by Trustee Koch to post the Officer-in-Charge job description as presented. Motion carried 5-0.

JOINT ACTIVITY

Trustee Sheibley reported that the winter programs are going well: 26 students are skiing, 24-30 per week are playing co-ed basketball, and 28-32 per week are roller skating.

Trustee Sheibley thanked the United Torch Fund for a \$1500 donation for the recreation programs.

Mayor McKeever and Trustee Sheibley attended the annual N.E.S.T. meeting. The speaker spoke about recycling.

FIRE

Mayor McKeever stated that the firemen's installation dinner was nice. Nick Crassi is the new Fire Chief.

PUBLIC WORKS

Public Works Superintendent Opferbeck presented a change order from Greenman-Pedersen relative to the Point Peter Reservoir Repairs. It is for additional engineering work that is required for the Village to get the dam permit for work to continue. The total amount of the change order is \$36,711.64. Account Clerk Ellis advised that she submitted a package to FEMA for reimbursement which includes this change order for an amount of \$316,000.

Motion 250-16. Motion by Trustee Markham, seconded by Trustee Koch to approve the engineering change order from Greenman-Pedersen for the Point Peter Reservoir repairs in the amount of \$36,711.64 as presented. Motion carried 5-0.

The RAM Forest Products Timber contract was presented. Upon review there were some errors with regard to the Village address and the insurance requirements. Village Attorney Chadsey will make the changes and forward to Village Clerk Mohawk.

Motion 251-16. Motion by Trustee Sheibley, seconded by Trustee Koch to approve the RAM Forest Products Timber contract as approved by Village Attorney Chadsey. Motion carried 5-0.

Public Works Superintendent Opferbeck reported that the Village received approval from the Department of Corrections for \$2.33 million towards capital improvements at the wastewater treatment plant. Mr. Opferbeck advised he is scheduled for a conference call on Thursday at 10:00.

Public Works Superintendent Opferbeck reported that a Village truck and trailer were in an accident last week. It was not the fault of the Village and the employee passed the drug testing. The individual who hit the Village vehicle was not insured and had no license. The 2015 1-ton dump truck and the trailer were both totaled. Public Works Superintendent Opferbeck indicated that the accident report is being held up pending charges against the responsible individuals. Mr. Opferbeck requested approval to purchase another truck off state bid. The price is \$53-54,000. The Village will receive about \$38,000 from insurance. He indicated it is the Village plow truck which is used to clean the parking lots, etc., not the streets. Public Works Superintendent Opferbeck advised the trailer has already been replaced. The additional \$20,000 for the truck will need to come from the equipment reserve fund. Trustee Koch asked if the Village has a way to plow in case of snow and Mr. Opferbeck indicated yes.

Motion 252-16. Motion by Trustee Markham, seconded by Trustee Sheibley to purchase a replacement highway truck on state bid. Motion carried 5-0.

Trustee Zimmermann reported on the Thatcher Brook/Army Corps of Engineers project. Progress is being made. He was involved in a conference call last week. Press releases will be going out this month. Initial site assessments will be done. Right-of-entry packets will be going out to those property owners that could be affected by changing the

course of Thatcher Brook. Account Clerk Ellis advised Trustee Zimmermann that she needs to report all of this information and hours to Cattaraugus County. Trustee Zimmermann indicated there are bi-weekly telephone conferences to keep the Village informed.

ADMINISTRATION

Village Clerk Mohawk presented an event application for the 12th Annual Cabin Fever Walk for LOVE. Inc. scheduled for March 19, 2017.

Motion 253-16. Motion by Trustee Markham, seconded by Trustee Koch to approve the 12th Annual Cabin Fever Walk for LOVE, Inc. scheduled for March 19, 2017. Motion carried 5-0.

There was discussion about the status of 27 Jamestown Street. Village Clerk Mohawk reported that the UDAG committee met again subsequent to the only bid that was received. It is the contention of the UDAG committee that the building and contents are worth more than the original offer. Village Attorney Chadsey also advised that the bid did not comply with the specifications as presented in the RFP. Mayor McKeever stated that the original bidder was hoping to supply a plan for the property but has been unavailable the past month. The UDAG committee recommended that the bid be rejected and a new RFP be submitted with a starting bid of \$17,500 which would include the building contents.

Motion 254-16. Motion by Trustee Markham, seconded by Trustee Koch to accept the recommendation of the UDAG committee to reject the bid and resubmit a new RFP for 27 Jamestown Street. Motion carried 5-0.

Motion 255-16. Motion by Trustee Koch, seconded by Trustee Sheibley to have the RFP run until March 31, 2017. Motion carried 5-0.

Public Works Superintendent Opferbeck will get a For Sale sign to put on the building.

Motion 256-16. Motion by Trustee Koch, seconded by Trustee Markham to go into executive session at 7:10 p.m. Motion carried 5-0.

Motion 257-16. Motion by Trustee Zimmermann, seconded by Trustee Markham to come out of Executive session at 8:22 p.m. Motion carried 5-0.

Motion 258-16. Motion by Trustee Markham, seconded by Trustee Zimmermann to have Village Attorney Chadsey prepare the plan to resolve the Supervisor Union issues as discussed and have that submitted to the Board and Public Works Superintendent Opferbeck within two weeks for their review. Motion carried 5-0.

Motion 259-16. Motion by Trustee Sheibley, seconded by Trustee Koch to establish the pay for winter recreation staff members at \$.50 more than current New York State

minimum rate (\$9.70) and to make it retroactive to the beginning of the season. This makes winter recreation staff wages \$10.20 per hour. Motion carried 5-0.

Motion 260-16. Motion by Trustee Zimmermann, seconded by Trustee Markham to adjourn the Village Board meeting at 8:30 p.m. Motion carried 5-0.

The next Village of Gowanda board meeting is March 14, 2017 at 6:00 p.m.

Respectfully submitted,

Kathleen V. Mohawk
Village Clerk