

**VILLAGE OF GOWANDA
BOARD MEETING
July 11, 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 Deputy Clerk Nancy Black, Public Works Superintendent; Jason Opferbeck, Treasurer; Traci Hopkins, Nick Crassi, Dennis Feldman, Phil Palen, Deb Chadsey, Allen Nephew, Andrew Carriero

Media Present: Phil Palen, Cable Channel 22

Public Present: Mike Hutchinson, Jack Broyles, John Walgus, M. Andrew Burr, Hayley Broyles

Motion 7/69 Motion by Trustee Markham, seconded by Trustee Koch to approve the agenda of the July 11, 2017 Village Board meeting.
Motion carried 5-0.

MISSION STATEMENT

Mayor Smith read the Village Mission Statement

MINUTES

Motion 7-70 Motion to approve the minutes of the June 13th 2017 meeting. Motion made by Trustee Sheibley, seconded by Trustee Zimmermann.
Motion Carried 5-0

PUBLIC PARTICIPATION

GARC- Mike Hutchinson and John Walgus- Mike stated that we are in the process of constructing a gazebo at Gateway Park. It is being constructed by Chris McKeever a local resident. There will be a minimal maintenance structure. It will be a very rustic looking structure to fit the natural look of that area. Construction will start on July 12, 2017. John Walgus retold the story behind the acquisition of the money for the gazebo and the placement of the gazebo. John Walgus also indicated that they are asking for a letter of support for a community baseball grant they are writing for help in building sports fields.

Mayor asks the board support in writing the letter. The board agreed. Mayor Smith will contact Shawn Christopher to help with the letter of support. Mayor Smith thanked the gentlemen for their hard work and dedication.

MAYORAL UPDATES

- a. **Mitch Martin-** Mayor Smith honored that he has attended. Mr. Martin is a representative from the office of New York State Senator Patrick Gallivan. Mr. Martin offered his availability to help the village. Mayor Smith has been in contact. Senator Gallivan is interested in touring the village.
- b. **Update on SEIU Negotiations- A** contract agreement has been reached. It is for a five year contract.
Motion 7-70 to approve the contract agreement Trustee Zimmermann made the motion, Trustee Markham seconded the motion.
Motion carried 5-0.
- c. **DRI –** Downtown revitalization money advanced to finals. Up to ten million dollars.
 1. Access to waterfront
 2. Revitalization and continued support of Hollywood Theater
 3. Railroad NY Lake Erie

We will know by the end of July. Mayor Smith thanked Andrew Burr and Traci Hopkins for their help in this process.
- d. **Fire on Buffalo Street-** Mayor Smith thanked the fire departments especially Nick Crassi.
- e. **Annual Inspection and Walk through-** Mayor Smith attended and commended the Firemen and Firewomen for the work that they put in to keep everything in working order.
- f. **Mentor Program update-** We had a mentoring program training on June 26. Mayor Smith contacted all the parents of those who we are mentoring. The program will begin in the fall.

CORRESPONDENCE

- a. Army Corp of Engineers- update on mailing. Right of entry to properties.
- b. Update on community meeting held to update on flood mitigation progress.

BOARD ROUND TABLE

- a. The purchasing policy was discussed. Trustee Sheibley read the introduction to the policy. Mayor Smith thanked trustee Sheibley who drafted the policy. Copies were given to all for mark up. A second reading and approval will probably happen at the August village board meeting
- b. ROA- transaction requirements. Treasurer Hopkins will address this during her Treasurer report.
- c. Cattaraugus County Civil Service.

OFFICIAL BUSINESS

- a. Swearing in of two new officers: Jon Geary and Sean Ford.
Motion 7-71 –Motion to approve hiring of the two new officers. Trustee Zimmermann made the motion and Trustee Markham seconded.
Motion was carried 5-0.

Code Enforcement/Police Officer Larry Green-

1. GPD has entertained 391 Complaints, issued 30 summonses for infractions, 6 motor vehicle accidents. Two officers will be leaving the Gowanda Police Department, Patrolman Kris Booth and Patrolman James Pierce submitted letters of resignation. Meetings to address the opiate issue in the community have continued with Cattaraugus County, Lakeshore Behavioral Health, Community Connections and Seneca Strong to combat issue.
2. Code Enforcement Updates- Many permits have been issued.

Disaster Coordinator Nick Crassi-

- a. Nick thanked the DPW for cleanup of Thatcher Brook. Still waiting for permits. Nick will email Mitch Martin, he will help. Nick will work on FEMA.

Motion 7-72- Motion to approve Nick Crassi to receive pay for FEMA work. Trustee Koch made the motion and Trustee Zimmermann seconded.
Motion carried 5-0

Fire- Nick Crassi/ Carol Sheibley / Paul Zimmermann- Trustee Zimmermann thanked the Fire Department. Trustee Sheibley thanked Nick Crassi on repair of pumps. Nick indicated that the back window on the truck needs repair 2nd time. The first one broke.

Environment- Phil Palen has nothing to report at this time.

Joint Activity / Carol Sheibley Aaron Markham

Recreation- Trustee Sheibley reported on the summer program. There were 109 attendees at the park today. Attendance is good. On Friday 7/28/17 Recreation will go to Angola State Park.

Legal / Deb Chadsey

- a. Time Warner Contract signed months ago. Need to define Village area. Jason Opferbeck will get Deb Chadsey a map of the village.
- b. Seeker/Sweeper – type two action are exempt from SEQR (State Environment Quality Review).

Motion 7-73- Motion to recognize type 2 action. Trustee Markham made the motion and Trustee Sheibley seconded the motion.

Motion was carried 5-0.

Treasurer- Traci Hopkins

- a. - Need record of activity by trustees' for retirement to be in compliance for the next 3 months.
- b. Civil Service- need to do updates. Clerk duties, due to Molly being new.
- c. Treasurer's report reviewed. Tax collection has slowed this week. We have collected 1 million dollars in taxes so far. Property tax revenue at 93% collection rate to date. Sewer Fund is maintained and water fund is maintained as well.

Motion 7-74 - Motion to approve Abstract . Trustee Sheibley made the motion and Trustee Koch seconded the motion.

Motion carried 5-0.

- d. RA Mercer engage for money was discussed completion of AUD filing 2017-18 budget.

Motion 7-75- Motion to engage RA Mercer up to \$5,000.00. Trustee Koch made the motion and Trustee Zimmermann seconded.

Public Works / Jason Opferbeck

- a. Andy Burr reported from finance committee. North High Street ready to move forward with the project. Sewer BAN approval.
- b. Indicated that the street sweeper is a 5 year payoff.
- c. Three trucks near end of life. Study needs to be done.
- d. Purchase policy is essential. With the treasurer's help structure is in place. Andy Burr thanked Trustee Sheibley. The number one goal is to protect tax payer money.

Motion 7-76- Motion to approve water/sewer BAN Borrowing Request. Trustee Markham made the motion and Trustee Zimmermann seconded.

Motion carried 5-0.

Motion 7-77- Motion to approve Street Sweeper purchase. Trustee Sheibley made the motion and Trustee Markham seconded.

Motion carried 5-0

Motion 7-78- Motion for Change Order to the North High Street. Trustee Koch made the motion and Trustee Markham seconded the motion.
Motion carried 5-0.

- e. Jason Opferbeck would be under budget on a project by 2,000.00-3,000.
- f. NY Rural Water train and assist

Motion 7-79- to approve training. Trustee Markham made the motion and Trustee Koch seconded the motion.
Motion carried 5-0.

- g. Interviewed Sherry Felle- 19 Hours per week with flex hours. Started working on July 5th and it is working out good.

Motion 7/80- to approve the hiring of Sherry Felle on 7/5/17 19 hours per week. A motion was made by Trustee Zimmermann and seconded by Trustee Koch.
Motion was carried 5-0.

Department of Public Works- Jason Opferbeck discussed maintenance on office heat/cooling system. Jason received a service agreement from EMCOR service. Jason reviewed the agreement at \$1863.00 per year.

Motion 7/81- to enter maintenance agreement. Trustee Koch made the motion and Trustee Sheibley.
Motion carried 5-0

- h. Next Project is South Water and Commercial Streets.

New Business

Event Applications-

- The Free Methodist Church Picnic on 8/20/17.
Motion 7/82 to approve was made by Trustee Markham and seconded by Trustee Koch. Motion was carried 5-0
- Healthy Community Alliance-Red Barrel Program. Program kickoff will be on 7/15/17. **A motion 7/83** to approve was made by Trustee Koch and seconded by Paul Zimmermann. Motion was carried 5-0
- Healthy Community Alliance –Bike Rodeo at Gateway Park on 7/22/17.
Motion 7/84 to approve was made by Trustee Markham and seconded by Trustee Carol Sheibley. Motion was carried 5-0

NEXT MEETING

The Village Board meeting will remain on the second Tuesday of each month schedule. The next meeting will be August 8, 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 7/85 Trustee Markham made the motion to adjourn and Trustee Zimmermann seconded the motion. The meeting adjourned at 8:49PM.

Respectfully submitted,

Molly Dalimonte