

**VILLAGE OF GOWANDA  
BOARD MEETING  
September 19, 2017  
MINUTES**

The Village of Gowanda Board of Trustees meeting was called to order by Mayor David Smith at 6:02 p.m. at the Municipal Hall. The pledge of allegiance was recited.

Present: Mayor David Smith  
Trustee Carol Sheibley  
Trustee Wanda Koch

Excused: Paul Zimmerman  
Aaron Markham

Village Employees: Interim Village Clerk; Nancy Black, Treasurer; Traci Hopkins,  
Fire Chief Nick Crassi, Officer in Charge Dennis Feldman, Phil  
Palen,

Media Present: Phil Palen; Cable Channel 22, Gowanda Press

Public Present: Mike Hutchinson, Jack Broyles, John Walgus, Danielle Wagner,  
Gary Lauer, Bonnie Spire, Bill Peglowski, Jim Mardock, Rich  
Place

**MOMENT OF SILENCE**

Mayor Smith asked for a moment of silence in respect of the passing of Dennis Stopen

**AGENDA APPROVAL**

**Motion 9-101** Motion by Trustee Sheibley, seconded by Trustee Koch to approve the agenda of the September 19, 2017 Village Board meeting. Motion carried 3-0.

**MISSION STATEMENT**

Mayor Smith read the Village Mission Statement

**MINUTES**

**Motion 9-102** Motion to approve the minutes of the August 8, 2017 Village Board meeting. Motion by Trustee Koch, seconded by Trustee Sheibley, Motion carried 3-0.

**Motion 9-103** Motion to approve the minutes of the August 22, 2017 Village Board meeting via email was made by Trustee Sheibley, seconded by Trustee Koch, Motion carried 3-0.

### **PUBLIC PARTICIPATION**

Mayor Smith invited the public to join the public participation portion of the meeting.

#### **FallFest 2017**

Bill Peglowski spoke to the group on the upcoming Gowanda Fall Festival. Mr. Peglowski reviewed the many events that will be taking place during the Festival. A schedule of events is available on our website [www.villageofgowanda.com](http://www.villageofgowanda.com) , Gowanda Chamber Website: [www.gowandachamber.com](http://www.gowandachamber.com) and posted around town.

#### **Safe Routes to School (SRTS)**

Traci Hopkins reported, on behalf of Healthy Community Alliance, Inc. to update on the progress of the SRTS. They are currently working on a School Sign Project to improve signage in school zone areas. Three areas were identified and a letter for each is required from the Village of Gowanda to proceed with purchase and installation:

Solar radar signs to be installed at each end of School Zone.

Replace school bus stop ahead sign with updated signs along with tree/brush trimming to increase visibility

Replace School Zone signs with newer fluorescent signs

**Motion 9-104** Motion to sign the three letters necessary to proceed with the School Sign Project was made by Trustee Koch, second by Trustee Sheibley. Motion Carried 3-0

Jack Broyles advised that the No left turn sign at the bottom of Perrysburg Hill on route 39 should be on the right side of the road. Traci will mention this to Healthy Community Alliance for the Safe Routes to School Program.

Bonnie Spire expressed that she is grateful for everything Mayor Smith is doing. She appreciates his checking references on new hires in the Village.

The Village of Gowanda Board meeting regularly scheduled for October 10, 2017 is rescheduled for October 17, 2017.

Phil Palen reported there is a street light out in front of Red's Restaurant. The Highway Department will be notified.

**MAYORAL UPDATES****a. Camden Group Consultant 12 month agreement**

**Motion 9-105** Motion to enter a 12 month agreement with Camden Group to improve operational efficiency at the sewer plant was made by Trustee Sheibley second by Trustee Koch. Motion carried 3-0.

**b. Molly Dalimonte resignation.**

**Motion 9-106** Motion to accept the resignation of Village Clerk Molly Dalimonte made by Trustee Koch, second by Trustee Sheibley. Motion carried 3-0.

**c. Village Clerk**

**Motion 9-107** Motion to appoint Danielle Wagner as Village clerk effective October 2, 2017 by Trustee Sheibley; second Trustee Koch. Motion carried 3-0

**d. Registrar Appointment**

**Motion 9-108** Motion to appoint Danielle Wagner as Registrar for the Village of Gowanda made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

**e. Beech Street Property**

172 Beech Street in Cattaraugus County possession was offered to the Village at no charge.

**Motion 9-109** Motion to take possession of the property at 172 Beech Street made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

**f. Dam Safety Permit**

Mayor Smith updated members on the Dam Safety permit stating it has been received and the project will proceed.

**g. Perrysburg Fire District Agreement**

The Town of Perrysburg has scheduled a public hearing regarding this agreement therefore this will be tabled until they are ready to proceed.

**Motion 9-110** Motion to table entering this agreement until the Town of Perrysburg is ready to proceed made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0.

**h. Web Site Updates**

Mayor Smith advised that Nancy Black is now adding information to the Village of Gowanda website. Please give any information you would like posted to the website to Nancy Black.

**i. Senator Galivan**

Mayor Smith will meet with Senator Galivan on October 4, 2017

**j. Windstorm**

The September 5 wind storm was discussed with the Mayor expressing thanks to our first responders, Chief Crassi, Gowanda DPW, the electric company and all who helped during this town wide emergency.

**k. Cattaraugus County Shared Services Plan**

The Cattaraugus County Shared Services September 7, 2017 meeting was attended by Mayor Smith and most other area Mayors. Mayor Smith expressed thanks to Trustee Sheibley and Jason Opferbeck for attending previous meetings.

**l. Kids Escaping Drugs and Community Drug Night**

The Mayor represented the Village of Gowanda at the Kids Escaping Drugs booth during the Erie County Fair. He also attended the Community Drug Night. The group was informed of the new Mandatory Drug Forum policy at Gowanda Central School in which all parents are required to attend a Drug Forum. The next Drug Forum and Narcan/overdose training will be September 27, 2017.

**m. Seneca Nation of Indians**

Mayor Smith was guest of honor at the Seneca Nation Fall Festival.

**n. Love INC Fund Raiser**

The Mayor reported on the Love INC's fundraiser he attended gratitude for all the great things Love Inc does for the community.

**o. Spirit of Gowanda Parade**

The Gowanda Spirit Parade will be held October 12, 2017. The Village of Gowanda was asked to donate \$500.00 to help secure the participation of the Downbeat Percussion Drum Corp.

**Motion 9-111** Motion to donate \$500.00 to help secure the Drum Corp's attendance in this year's Spirit of Gowanda Parade made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

**CORRESPONDENCE**

- a. Trustee Sheibley reported on her attendance to the HIDI Community Picnic held August 23<sup>rd</sup> annual picnic saying it was well attended.
- b. The Village of Gowanda is in receipt of a letter from Love INC stating they will dissolve their Community Connections division. The letter expressed thanks to the Gowanda Police Department for their dedication to protect and serve the community.
- c. Mark Benton sent a letter to Gowanda American Legion Post #409 thanking them for their recent donation of \$1,000.00 which offset the entire cost of hosting the first annual Gowanda youth football clinic.
- d. Gowanda Central School sent a notice requiring the Village of Gowanda to acknowledge the school as the lead agency for the Capital Improvement Project.

**Motion 9-112** Motion to sign the approval to support the Gowanda Central School as the lead agency in the Capital Improvement Project made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

**BOARD ROUND TABLE**

- a. Trustee Sheibley updated members on the Persia water agreement. The agreement is in process, it is currently with the attorney for review.
- b. Trustee Sheibley explained to be eligible for funding from CDBG a public hearing must be scheduled along with public notification. This hearing will be October 17, 2017 at 6:30 pm in the Village Board room.
- c. **Motion 9-113** Motion to schedule and advertise a CDBG public hearing and public notification for October 17, 2017 at 6:30 PM was made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0
- d. Trustee Koch and John Walgus reported on the progress of the sale of the property at 27 Jamestown Street. There are now three interested parties with one bid received and two more expected on September 22, 2017.
- e. GARC update- Rob Gaylord and Traci Hopkins were authorized to monitor the trust account.

**OFFICIAL BUSINESS**

**Police - Officer in Charge Dennis Feldmann**

Officer in Charge Feldmann reported 644 calls for service between August 8 and September 18, 2017.

He reported that Patrolman Pierce has resigned from the department.

He thanks the Village Board for its commitment to the department enabling the department to obtain most Police goals and objectives.

The interview room will be painted and updated this month with an open house scheduled sometime in October.

Officer Feldmann asked that Larry Green be able to sign vouchers for payments in his absence.

**Motion 9-114** Motion to give Larry Green signing authority to sign vouchers in Officer Feldmann's absence was made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

**Code Enforcement -**

Zoning Board of Appeals Meeting will be held on September 26, 2017 at 6:30 PM to review a Special Use Permit submitted from Heather Mohawk for a Day Care Center at 68 Allen Street.

**Disaster Coordinator – Nick Crassi**

Nick Crassi reported on the wind storm damage. He reported the many areas of disaster the storm caused including electric outages, trees down, gas leaks. Chief Crassi thanked all who helped during the emergency.

**Fire- Nick Crassi/ Carol Sheibley / Paul Zimmermann**

The Fire Contracts with Town of Persia District 1 and 2 have been drawn up and are ready for signature. John Walgus thanks the Fire department for this partnership.

**Motion 9-115** Motion to enter the Fire Protection agreement with the Town of Persia District 1 and 2 for fire protection was made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

The Fire Contract with the Town of Collins is also expiring at the end of 2017. They wish to continue the service with a three year agreement at the same percent of increase as the Town of Persia.

**Motion 9-116** Motion to enter a three year Fire Contract with the Town of Collins for Fire Protection made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

Chief Crassi shared his letter to Gernatt Gravel asking for their assistance with the Asphalt binder needed to complete the Helicopter pad at the Gowanda Fire Hall.

Chief Crassi reported the insurance claims on the damage to trucks and building are paid and the damages are repaired.

Trustee Sheibley reported the heater in the HIDI Fire Hall will be installed and completed this week.

Chief Crassi explained the testing and certification of the fire hose is complete. The radio system is completed on the trucks and will go live sometime in October. An evacuation plan has been put in place at Academy Place since a recent fire at that location.

Chief Crassi explained the Mutual Aid Agreement with the County stating it covers the Fire Department when they travel into neighboring Towns on mutual aid calls. He asks permission to enter this agreement.

**Motion 9-117** Motion to enter Mutual Aid Agreement with Cattaraugus County was made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

#### **Environmental – Phil Palen**

Phil Palen expressed thanks to the Department of Public Works and Emergency Services during the recent wind storm.

Phil Palen also reported e will be ordering trees in the next 10 to 15 days.

#### **UDAG – John Walgus**

The UDAG Committee recommends loaning \$60,000.00 of UDAG Funds to Service Manufacturing Group (SMG) contingent upon identifying collateral for this loan. This will allow SMG to move into the Village and will employ five employees.

**Motion 9-118** Motion to loan \$60,000.00 in UDAG funds to SMG contingent upon identifying collateral was made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

#### **Joint Activity – Trustee Sheibley**

Trustee Sheibley witnessed the soccer program at the park with good attendance.

#### **Attorney – not in attendance**

**Treasurers Report – Traci Hopkins**

Treasurer Hopkins included an abstract of unpaid bills to the Board for approval.

**Motion 9-119** Motion to approve the September abstract for payment was made by Trustee Sheibley; second Trustee Koch. Motion carried 3-0

Treasurer Hopkins discussed budget modifications for the 2016-17 budget and the 2017-18 budget.

**Motion 9-120** Motion to approve the 2016-17 budget modifications made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

**Motion 9-121** Motion to approve the 2017-18 budget modifications made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

The Cattaraugus County 2016-17 Police Protective Equipment Program Funds approval.

**Motion 9-122** Motion to approve accepting the funds from Cattaraugus County Police Protective Equipment Program Award in the amount of \$2000.00 was made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

Thatcher Brook FEMA Repair Project that will repair the riprap and toe protection at West Main Street Bridge, Hill Street bridge and two locations at Chapel Street bridge is ready to move forward with the bid process.

**Motion 9-123** Motion to approve the Thatcher Brook FEMA Repair Project be put out to bid, with a bid opening scheduled for October 11, 2017 made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

Treasurer Hopkins explained the many various bank accounts held by the Village. In an effort to consolidate accounts she asks permission to consolidate as outlined below.

**Motion 9-124** Motion to consolidate the Plant Reserve account into the System Reserve account and transfer the funds to a new Sewer System Reserve account at Citizens Bank to leverage a higher interest rate while closing the reserve accounts at Community Bank was made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

**Motion 9-125** Motion to consolidate the Water System Reserve account into the Water Plant Reserve account and transfer the funds to a new Water System Reserve account at Citizens Bank to leverage a higher interest rate while closing the reserve accounts at Community Bank was made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0



Treasurer Hopkins is requesting permission to utilize the Highway Equipment Reserve towards the purchase of the new Street Sweeper.

**Motion 9-126** Motion to give permission to utilize the Highway Equipment Reserve towards the purchase of the new Street Sweeper was made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

Treasurer Hopkins reported that RA Mercer is working through the audit process. RA Mercer recommends opening a special projects account in the community development fund.

**Motion 9-127** Motion to approve opening a special projects account in the community development fund made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

#### **Public Works –**

The Department of Public Works is looking for approval to obtain bids for at 2017 Tracked Skid Steer Loader per the equipment plan and financial committee.

**Motion 9-128** Motion to approve putting out for bid a 2017 Tracked Skid Steer Loader was made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

The Department of Public Works is looking for approval to purchase a 2018 F350 Truck quoted at \$35877.32 from Gowanda Ford.

**Motion 9-129** Motion to approve the purchase of a 2018 F350 Truck from Gowanda Ford for \$35877.32 was made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

#### **NEW BUSINESS**

##### **Events**

St. Joes Church requested event approval for a Rosary Prayer Rally on October 14, 2017 the Rally includes a group walking from St. Joseph Church to Chang Hu Park.

**Motion 9-130** Motion to allow St. Joseph's Church to hold a Rosary Prayer Rally in Chang Hu Park on October 14, 2017 from 10:00 AM to 2:00 PM was made by Trustee Koch; second by Trustee Sheibley. Motion carried 3-0

**Business Permit**

Tairon Otero applied for a business permit to open an Auto Body Repair business at 271 Buffalo Street in the Village of Gowanda. The permit and property were reviewed by Gary Brecker the Building Inspector.

**Motion 9-131** Motion to allow Tairon Otero to open an Auto Body Repair business at 271 Buffalo Street made by Trustee Sheibley; second by Trustee Koch. Motion carried 3-0

**NEXT MEETING**

Due to lack of quorum the October 10, 2017 Board Meeting is rescheduled to October 17, 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 9-132** Motion by Trustee Koch, second by Trustee Sheibley to adjourn the Executive Session Board meeting at 8:43 PM. Motion carried. 3-0

Respectfully submitted,

Nancy Black