

**VILLAGE BOARD MEETING
SEPTEMBER 6, 2016**

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 Zimmermann was absent due to an illness in the family.

Village Employees: Village Clerk Kathy Mohawk, Public Works Superintendent Jason Opferbeck, Village Attorney Deb Chadsey, Account Clerk Kathleen Ellis, Treasurer Mark Adamchick

Media Present: Phil Palen, Cable Channel

Public Present: Mitch Martin, Senator Gallivan's representative, Rich Place, Gowanda Press

Motion 122-16. Motion by Trustee Markham, seconded by Trustee Koch to approve the minutes of the August 9, 2016 Village Board meeting as presented. Motion carried 4-0.

Motion 123-16. Motion by Trustee Sheibley, seconded by Trustee Markham to approve the Abstract dated September 6, 2016 on all funds as follows:

General Fund	\$153,901.31
Water Fund	16,145.48
Sewer Fund	22,873.06
Joint Activity	752.75
BOA	10,950.00
Total	\$204,622.60

Motion-carried 4-0.

Mayor McKeever advised that the Village paid off the BAN as well.

Mayor McKeever acknowledged Mr. Martin and indicated he and Senator Gallivan would be in the Village on Friday for the Gowanda Ambulance dedication.

PUBLIC PARTICIPATION

Rich Place spoke about starting up the Gowanda Press. The 4th edition is coming out this week. Free mailings are going to Gowanda and Perrysburg and the community response has been impressive. Mr. Place indicated they have an office on West Main Street next to

where the Gowanda News office was located. Mark Benton will be writing sports articles for the paper. Wednesday morning is the deadline; the paper comes out on Fridays. Mr. Place spoke about making the Salamanca Press the paper of record. To reach Mr. Place, send an e-mail to gowandapress@gmail.com.

PROJECT UPDATES

Public Works Superintendent Opferbeck reported that the Smart Growth project is almost completed. Some bollards are on back order and there will be some finishing topsoil. Phil Palen advised he wants to have a Civil War monument at the Veterans Park and he has some ideas for it.

Public Works Superintendent Opferbeck advised that the final paperwork was submitted for the Asset Management Grant.

Public Works Superintendent Opferbeck reported that the BOA grant final report will be coming out soon. Mayor McKeever indicated the Village needs to meet with the Department of State

Public Works Superintendent Opferbeck reported that the Safe Routes to School project is going well. The contractors should be done with the sidewalks by the end of next week.

Public Works Superintendent Opferbeck reported that the Village just purchased a crosswalk strip for \$2300. The Village will be reimbursed \$2,000 from the Complete Streets funding.

Mayor McKeever reported the next meeting for the Community Connections will be next month. She thanked all those people who participated in the Seneca Nation Rally Against Drugs.

Mayor McKeever reported that the next Christmas in Gowanda meeting is scheduled for September 21 at 6:00 at the Village hall. She reminded everyone to save the date of December 3, 2016 for the festivities. GARC has agreed to run the funds through the 501© corporation for this event.

TREASURER

Treasurer Adamchick reported the Village is ready to secure the BAN for the water improvements. He is only waiting on the FEMA paperwork.

Treasurer Adamchick reported that the Village received \$130,000 from FEMA from the 2009 flood for the Village hall improvements.

Treasurer Adamchick presented the Treasurers report and stated that the Village has money, mostly due to the fact that the taxes have been collected.

Mayor McKeever advised that she and Treasurer Adamchick will get together before the end of the year to put together a 5-year plan. She indicated she is also going to explore the options for a Village Administrator. The Village needs to get someone full time. Village Attorney Chadsey will check the municipal code to see what it says about a Village Administrator. Treasurer Adamchick indicated he would work with Account Clerk Kuhs to make sure what she does. Treasurer Adamchick also indicated that the department heads can come to the office at any time to get actual budget numbers.

LEGAL

Village Attorney Chadsey indicated that the UDAG delinquency paperwork has been signed. She indicated that once it is recorded, the Village needs to declare the property as surplus and offer it for sale. Mayor McKeever indicated she would like to see an RFP prepared for the sale of the property which includes certain criteria for the plan for the property. She indicated she and Trustee Koch will work with the UDAG committee to formulate the criteria.

Motion 124-16. Motion by Trustee Markham, seconded by Trustee Sheibley to authorize Village Attorney Chadsey to record the deed for 27 Jamestown Street. Motion carried 4-0.

Motion 125-16. Motion by Trustee Markham, seconded by Trustee Koch to declare 27 Jamestown Street as surplus property. Motion carried 4-0.

Motion 126-16. Motion by Trustee Shebley, seconded by Trustee Markham to ask the UDAG committee to draft an RFP with direction from the Village Board in an effort to sell 27 Jamestown Street for the benefits of economic development. Motion carried 4-0.

BUSINESS/BUILDING PERMITS

Officer Larry Green is still trying to get into training for code enforcement. Any code issues that come into the office should be referred to Trustee Koch and Mayor McKeever.

POLICE

Village Clerk Mohawk reported that the police department has been awarded \$1,190 to participate in the statewide Police Traffic Services program to increase seat belt usage and reduce dangerous driving behaviors.

Trustee Sheibley reported that she received a telephone call about a box of kittens that someone had dropped off at the police department door. She called down to the police department. Officer Cori Kowalski took the box of kittens to an Eden rescue facility and then agreed to serve on the cat patrol. Village Clerk Mohawk will send him a thank you letter.

JOINT ACTIVITY

Trustee Sheibley advised that the recreation inventory has been completed. All summer employee evaluations have been completed and are on file in the Village Clerk's Office.

FIRE

Trustee Sheibley reported that the Village received an invitation to the groundbreaking for the Gowanda Ambulance building which is this Friday, September 9, at 10:00 a.m. She also reported that the fire company would like to put the large flag across the bridge on September 11th for the 15 year commemoration.

Trustee Sheibley advised that on September 14 at 7:00 p.m. is the official dedication of the Gowanda Fire Department rope trailer and equipment at the fire hall. This is in memory of Trooper Ross Riley.

Horsin' Around Bingo tickets are still available.

DISASTER COORDINATOR

Mayor McKeever advised the Village is moving forward with Cold Springs. Village Engineer Burr is taking the lead on the project. The Village is working with the DEC to have the reservoir up and running by next spring. Public Works Superintendent Opferbeck reported that the dam permit and assessment needed to be filed and the consulting firm did not do it. The Village has agreed to pay \$21,000 for a different consultant to do the work with the added items of the dam permit and assessment.

Mayor McKeever thanked Mitch Martin of Senator Gallivan's office for their assistance on this.

PUBLIC WORKS

Motion 127-16. Motion by Trustee Markham, seconded by Trustee Koch to accept the resignation of Gary Lauer as part-time wastewater treatment plant operator. Motion carried 4-0.

Motion 128-16. Motion by Trustee Markham, seconded by Trustee Koch to accept the bid of Northrup Construction for the North Water/School/Center Street waterline replacement project in the amount of \$645,112 for the base bid, with the alternate bid of High Street in the amount of \$55,060. Motion carried 4-0.

The Village is interested in having the NYS Water Grant application considered for Round 3.

Public Works Superintendent Opferbeck advised that the contract with National Metering has not been returned. Once received, a Notice to Proceed will issue and the bulk of the work should be done by December 31, 2016. The work should begin October 1st.

There was discussion about the water service on upper Buffalo Street which was previously shut off. The customer has had some financial difficulties and has made attempts to pay the balance due. Trustee Sheibley and Public Works Superintendent Opferbeck met with the customer to attempt to reach a settlement. A settlement plan was presented and a settlement amount of \$940.46 was agreed upon. Village Clerk Mohawk explained that this service is outside of the Village and therefore billed at a higher rate.

Motion 129-16. Motion by Trustee Markham, seconded by Trustee Koch to accept the water committee recommendation that the customer settle this account for \$940.46 with agreed upon payments of \$50.00 per month as well as the current bills. Motion carried 4-0.

Public Works Superintendent Opferbeck reported that the consolidation of the departments and buildings is going forward. They added a wall to the back building to allow the plow trucks to be kept out of the weather. All public works will be in the same facility. Time clocks will be arriving in about 4 weeks. Mr. Opferbeck estimated this consolidation should cut about \$20,000 from the utility bills by next year. He indicated that perhaps the Village could rent out the bigger building if it is decided not to surplus it or sell it.

Public Works Superintendent Opferbeck spoke during the work session about a sewer emergency relative to the north clarifier.

Motion 130-16. Motion by Trustee Markham, seconded by Trustee Koch to extend the emergency work at the sewer plant to the north clarifier as a cost not to exceed \$50,000. Motion carried 4-0.

Public Works Superintendent Opferbeck advised that he will be using Auctions International to sell some more items.

ADMINISTRATION

Discussion took place regarding the request for a loan from the UDAG committee for a business on Buffalo Street. The UDAG committee previously recommended a \$20,000 loan at 2% for 5 years. The Village Board is anxious to know what collateral is being offered. Village Attorney Chadsey also indicated that some basic fees need to be added into any future loans for UCC searches, lien searches, recording fees, etc. A checklist will be developed to attach to each loan application which includes these items as well as any other costs that might be incurred. Mayor McKeever indicated that she and Trustee Koch would like to attend the next UDAG meeting to discuss this attachment as well as the criteria for the RFP for 27 Jamestown Street.

Motion 131-16. Motion by Trustee Markham, seconded by Trustee Koch to regretfully accept the resignation of Becky Kuhs as part time Account Clerk, effective October 27, 2016. Motion carried 4-0.

Account Clerk Ellis worked with the Hollywood Theater on a resolution for the RestoreNY funding. Mayor McKeever read the resolution:

“WHEREAS the Village of Gowanda plans to request funds under the RESTORE NY COMMUNITIES INITIATIVE MUNICIPAL GRANT PROGRAM

WHEREAS the Village of Gowanda has a successful working relationship with the Board of Gowanda’s Historic Hollywood Theater, Ltd., who are the rightful owners of Gowanda’s Historic Hollywood Theater located at 39 West Main Street within the Gowanda Village Historic District; and that said Theater is on the historic registries and has a covenant with the State Office for Historic Preservation

WHEREAS the Village of Gowanda’s Master Plan in 1999 confirmed that “Restoration of the Hollywood Theater is a key catalyst for economic redevelopment in Gowanda’s main business district.” And that this body duly convened, ratified, re-approved and re-authorized the adoption of the Master Plan and its performance in entirety in July 2013

WHEREAS the completed restoration and reopening of the Hollywood Theater will return a fully occupied and publicly utilized building to Main Street and is expected to create jobs and enhance cultural tourism, while greatly encouraging new business development in the Village of Gowanda

WHEREAS the Board of Directors of the Hollywood Theater has already completed fundraising activities and are able to meet the financial ‘match’ required by this grant
THEREFORE, be it resolved that the Village of Gowanda does hereby approve and recommend that we proceed with an application to the RESTORE NY MUNICIPAL GRANT PROGRAM in the amount of \$324,000 for restoration leading to the reopening of Gowanda’s Historic Hollywood Theater.”

Motion 132-16. Motion by Trustee Sheibley, seconded by Trustee Koch to accept the foregoing resolution to request funds under the Restore NY Communities Initiative Municipal grant program. Motion carried 4-0.

ENVIRONMENT

Phil Palen advised that he is almost done with the tree trimming for the season.

Public Works Superintendent Opferbeck and the Village Board acknowledged the generous donation to Chang-Hu Park for maintenance and beautification issues. There was discussion about some of this work being done this fall in preparation for the Christmas in Gowanda festivities.

Motion 133-16. Motion by Trustee Koch, seconded by Trustee Markham to go into Executive Session to discuss litigation and contract negotiations at 7:30 p.m. Motion carried 4-0.

Motion 134-16. Motion by Trustee Sheibley, seconded by Trustee Koch to come out of Executive Session at 8:00 p.m. Motion carried 4-0.

Motion 135-16. Motion by Trustee Markham, seconded by Trustee Sheibley to adjourn the Village Board meeting at 8:00 p.m. Motion carried 4-0.

The next Village of Gowanda board meeting is October 11, 2016 at 6:00 p.m.

Respectfully submitted,

Kathleen V. Mohawk
Village Clerk