

Village of Gowanda
Board Meeting Minutes
April 11, 2023

The Village of Gowanda Board of Trustees meeting was called to order by Mayor Smith at 6:00 PM.

Present: Mayor David Smith, Trustee Paul Zimmermann, Trustee Peter Sisti, Trustee Wanda Koch, Trustee Carol Sheibley

Employees: Clerk Danielle Wagner, Treasurer Traci Hopkins, Attorney Deb Chadsey, Officer Fitzpatrick, Water Supervisor Kirk Trumpore, Code Jason Pickering & George Poff

Public: Jack Broyles, Stacy Forthman, Mr. Zimmermann

Swearing In

Re-Elected Trustees Carol Sheibley and Paul Zimmermann along with Mayor David Smith were sworn in by Judge Gernatt.

Agenda and Minutes

Motion 4-196-Motion by Trustee Zimmermann, seconded by Trustee Koch to approve the agenda for the April 11, 2023 board meeting. Motion carried.

Motion 4-197-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the minutes from the March 14, 2023 board meeting and the March 28, 2023 budget public hearing. Motion carried.

Public Participation

Jack Broyles-Water bills came out-does not believe that the rate increase is fair to everyone.

Official Appointments

OFFICE	TERM	INCUMBENT	APPOINTEE
Deputy Mayor	1 year	Carol Sheibley	Carol Sheibley
Village Clerk	1 year	Danielle Wagner	Danielle Wagner
Deputy Clerk	1 year	----	Jackie MacDonald
Treasurer	1 year	Traci Hopkins	Traci Hopkins
Affirmative Action Officer	1 year	Traci Hopkins	Traci Hopkins
Registrar	1 year	Danielle Wagner	Danielle Wagner
Records Management Officer	1 year	Danielle Wagner	Danielle Wagner
Officer In Charge	1 year	Ben Shields	Ben Shields
Building Inspector	1 year	Jason Pickering/George Poff	Jason Pickering/George Poff
Historian	1 Year	Phil Palen	Phil Palen
Disaster Coordinator	1 Year	Nick Crassi	Nick Crassi

Village Engineer	1 year	Mark Burr	Mark Burr
Village Attorney	1 year	Deborah Chadsey	Deborah Chadsey
FOIL Access Officer	1 year	Danielle Wagner	Danielle Wagner
Recreation Director	1 year	Mark Benton	Mark Benton

Motion 4-198-Motion by Trustee Zimmermann, seconded by Trustee Koch to approve the official appointments for the 2023-2024 year. Motion carried.

Committee Appointments

Committee	Member	Member
Audit Committee	Carol Sheibley	Wanda Koch
Beautification, Parks, and Trees	Peter Sisti	----
Budget Officer	David Smith	----
Building and Sidewalk Maintenance	Carol Sheibley	----
Cattaraugus Creek Basin Task Force	David Smith	Paul Zimmermann
Employee Negotiation	David Smith	Paul Zimmermann
Fire Commissioner	Carol Sheibley	Paul Zimmermann
Gowanda Central School	David Smith	----
Police Commissioner	David Smith	----
Solid Waste and Recycling	Carol Sheibley	Wanda Koch
Water and Waste Water Commission	Village Board	----

DEPARTMENT LIAISONS:

Building Inspector/Code Enforcement Liaison	Wanda Koch
Disaster Coordinator Liaison	Carol Sheibley
Fire Department Liaison	Carol Sheibley
Highway Department Liaison	Peter Sisti
Police Department Liaison	Wanda Koch

Motion 4-199-Motion by Trustee Sisti, seconded by Trustee Koch to approve the Committee Assignments for the 2023-2024 year. Motion carried.

Annual Motions

The Annual Motions for the 2023-2024 are the same as every year and are available with all attachments in the Clerk’s Office. Lettered A-R.

Motion 4-200-Motion by Trustee Koch, seconded by Trustee Sheibley to approve the annual motion A-R. Motion carried.

Mayor Updates

- 2023 Village Elections-Congratulations to Paul and Carol for being re-elected.

- Thatcher Brook Flood Diversion Project Update-call on 3/20. Next call will be on 4/17-trying to the real estate portion moving.
- American Public Works Association NYS Project of the year on 3/23. Joy Kuebler attended.
- 2023-2024 Budget Public Hearing and State of the Village on 3/28.
- Gowanda High School Cabaret Night at the Hollywood Theater on 3/30.
- Big Trash Pick-up will be April 24th-27th-have items to curb on 24th at 6:00 am.
- Community Clean-up will be 4/22 behind Jesses at 10 am.

Official Business

Mayor/Board of Trustees

Gowanda Chamber submitted a fireworks donation request for Gowanda Alive after 175.

Motion 4-201-Motion by Trustee Koch, seconded by Trustee Sisti to approve the Gowanda Area Chamber of Commerce request for fireworks support not to exceed \$1,000. Motion carried.

Code-George Poff/Jason Pickering

Building Permits issued-3, Property Maintenance: 2 Complaints filed, 3 violations on patrol, 5 notices sent. Pending Court Cases-5

Highway-Pete Sisti

The Highway would like to work 10-hour days which allows them to get more work done.

Motion 4-202-Motion by Trustee Koch, seconded by Trustee Sisti to approve the request for 10-hour days starting May 1, 2023 and ending September 30, 2023 while working regular 8-hour days on all holiday weeks. Motion carried.

Sewer-Paul Zimmermann

The Village has an agreement with Wendel for phase 1 of the Capital Project but getting into phase 2 the Village needs to authorize and approve Wendel's request for qualifications so Wendel can continue the Capital Project engineering.

Motion 4-203-Motion by Trustee Sheibley, seconded by Trustee Zimmermann to approve Wendel's request for qualifications to continue WWTP Capital Project Engineering and Contract required activities. Motion carried.

The Village is required to get funds in place.

Motion 4-204-Motion by Trustee Sisti, seconded by Trustee Koch to approve the authorization to secure Hawkins Delafield and Wood LLP for the sale and issuance of Bonds connected with the Environmental Facilities Corporation and WWTP Capital Project Funding. Motion carried.

Water-Kirk Trumpore

The water department needs to send out lead and copper inventory letters.

Motion 4-205-Motion by Trustee Koch, seconded by Trustee Sheibley to approve the Water Department Lead and Cooper Inventory Letters. Motion carried.

The water/sewer relevies were provided to the board for approval.

Motion 4-206-Motion by Trustee Sheibley, seconded by Trustee Koch to approve the Erie County relevy for \$21,429.74 and Cattaraugus County for \$67,926.36. Motion carried.

The Juneteenth event application was withdrawn.

Motion 4-207-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to approve the amendment to the agenda to remove the Event Application. Motion carried.

The USDA would like to place traps on Village Property to trap invasive insect survey.

Motion 4-208-Motion by Trustee Koch, seconded by Trustee Zimmermann to approve the USDA invasive Insect survey trap placement on Village owed property. Motion carried.

The Recertification of Record of Activities for NYS Retirement for the Mayor and Treasurer are on file.

Environmental-Phil Palen

The Spring planting will be 6 trees to so the Village can have a hazardous tree removed on Torrance. The quote to remove the tree from Good Neighbor was \$2500.00.

Motion 4-209-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the Spring Tree Planting and the removal of the Hazardous tree. Motion carried.

Treasurer-Traci Hopkins

The 2023-2024 Village Fiscal Budget has been finalized.

Motion 4-210-Motion by Trustee Koch, seconded by Trustee Sisti to approve the 2023-2024 Budget starting June 1, 2023. Motion carried.

Emergency repairs needed to be made to the Municipal Building. A quote was received from Morris Masonry to make the emergency repairs. The repairs came in under the original amount quoted.

Motion 4-211-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to approve the Morris Masonry modified quote to repair and stabilize concrete structures on the Municipal Building as an emergency repair. Motion carried.

The Village has the EPA Environmental Assessment grant. The Village has been working with C & S, 6 letters has been prepared to engage C & S to prepare phase 1 Environmental reports for the 6 identified sites. They were approved by EPA; the next step is to authorize C & S to continue with the assessments.

Motion 4-212-Motion by Trustee Koch, seconded by Trustee Sisti to approve the letter of authorization to engage C & S to prepare Phase 1 Environmental reports for the 6 identified Brownfield Sites as part of the EPA funding award. Motion carried.

Budget Modification #7 for the General, Water and Sewer fund as been submitted to the board.

Motion 4-213-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve Budget Modification Request #7. Motion carried.

Abstract bills to pay #11.

Motion 4-214-Motion by Trustee Sheibley, seconded by Trustee Zimmermann to approve Abstract #11 as follows General \$21,726.12, Water \$20,711.92, Sewer \$21,244.54. Capital Project \$111,624.78 and Community Development Special Projects \$12,400.00. Motion carried.

Next Meeting

The next meeting will be on May 9, 2023 at 6 PM.

Adjournment

Motion 4-215-Motion by Trustee Sisti, seconded by Trustee Zimmermann to adjourn the meeting at 7:03 PM. Motion carried.

Respectfully Submitted

Danielle Wagner

Clerk