

Village of Gowanda
Board Meeting Minutes
May 9, 2023

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

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

Absent: Trustee Wanda Koch

Employees: Clerk Danielle Wagner, Treasurer Traci Hopkins, Attorney Deb Chadsey, Water Supervisor Kirk Trumpore, WWTP Supervisor Andy Carriero, Highway Supervisor Adam Reid, OIC Ben Shields

Public: Jack Broyles, Stacy Forthman

Agenda and Minutes

Motion 5-216-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to approve the agenda for May 9, 2023. Motion carried.

Motion 5-217-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the minutes from the April 11, 2023 board meeting. Motion carried.

Mayor Updates

- Congrats to GoWanda Brewing at the Wicked Glen. Soft opening was on April 13th.
- Hollywood Theater Events and GSC Art Show on 4/26.
- Thatcher Brook Flood Diversion update-conference call on 4/26, the funds are in place.
- Town of Perrysburg water follow up meeting on 4/20.
- Cattaraugus County Health Board meeting on 5/3.
- Happy Mother's Day on 5/14.
- Thanks to all.

Correspondence

- FEMA PW 575 Approval for Point Peter Project.
- Thatcher Brook Task Force Meeting Minutes.
- CDBG award letter for sidewalk replacement.

Official Business

To continue to participate in the Erie County Consortium for CDBG Funding, a 3-year agreement was provided to the board for approval.

Motion 5-218-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the three-year cooperative agreement to continue to participate in the Erie County CDBG Consortium. Motion carried.

With being awarded the CDBG Funds for Sidewalk replacement the board was provided an agreement with Erie County.

Motion 5-219-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the authorization to enter into agreement with Erie County CDBG 2023-2024 to replace sidewalks in the area surrounding St. John's Park as awarded \$158,000. Motion carried.

The Village Board approved the Water/Sewer Rate increase. An updated schedule of rates was prepared.

Motion 5-220-Motion by Trustee Sheibley, seconded by Trustee Sisti to approve the updated Water/Sewer Rates Effective April 1, 2023. Motion carried.

Highway-Adam Reid

The Street Maintenance Plan for 2023-2024 was provided to the board for approval.

Motion 5-221-Motion by Trustee Sisti, seconded by Trustee Zimmermann to approve the Street Maintenance Plan for 2023-2024. Motion carried.

The Village got quotes to seal and restripe the business district parking lot.

Motion 5-222-Motion by Trustee Sheibley, seconded by Trustee Zimmermann to approve the quote from J & D Sealth Corp. to seal and restripe the business district parking lot at \$12,400.00. Motion carried.

Motion 5-223-Motion made with regret by Trustee Sisti, seconded by Trustee Sheibley to accept the letter of resignation of Brent Bogardus effective June 2, 2023. Motion carried.

Sewer-Andy Carriero

The WWTP is looking for help with utilizing their gas & chlorine better, to see how they can improve as part of the NOV (Notice of Violation) from the DEC.

Motion 5-224-Motion by Trustee Sisti, seconded by Trustee Zimmermann to approve Paradyme Automation for labor contract #1 to investigate gas chlorine flow pacing equipment with the goal of making it functional as per letter from DEC. Motion carried.

There is some wiring underground that went bad over the past few years that goes to the secondary clarifier that is out of service currently.

Motion 5-225-Motion by Trustee Sheibley, seconded by Trustee Zimmermann to approve the BECC Electric as the low quote to repair the failed underground wiring to the South Clarifier and Sludge Thickener in response to DEC NOV letter and requirement. Motion carried.

Wendel provided a proposal to do the study required as part of the engineering planning grant for the changes that are required by the DEC.

Motion 5-226-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the Wendel Engineering Planning Grant proposal to conduct the required study as funded. Motion carried.

Clerk-Danielle Wagner

Motion 5-227-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to appoint the clerk at the 2023-2024 Village tax collector. Motion carried.

Motion 5-228-Motion by Trustee Sheibley, seconded by Trustee Sisti to approve the 2023-2024 tax collection warrant. Motion carried.

Motion 5-229-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the Gowanda Alive after 175 event application for August 12, 2023. Motion carried.

Motion 5-230-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the Gowanda Chamber request to release fireworks off at the WWTP for the Gowanda Alive event on 8/12/23. Motion carried.

Motion 5-231-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to approve the Tri County Pregnancy Center walk for life event application for June 11, 2023 12 PM-3 PM. Motion carried.

Police-Ben Shields

OIC is seeking approval to explore a full-time police officer position in the Village.

Motion 5-232-Motion by Trustee Sisti, seconded by Trustee Zimmermann to authorize the OIC request to explore the possibility of a full-time patrol officer opportunity. Motion carried.

Joint Activity-Carol Sheibley

The Office of State of Comptroller reached out looking for an annual report on Joint Activity fund that was created in 1984 with the Town of Dayton, Town of Persia, Town of Perrysburg, and Village of Gowanda to run all the recreation funds. The fund was set up at a separate entity and has been inactive for many years. The fund needs to be dissolved which will have no impact on recreation or the commission.

Motion 5-233-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the Resolution as requested by the Office of State Comptroller to dissolve the Joint Activity fund established I 1984 that is no longer active. Motion carried.

Treasurer-Traci Hopkins

A recommendation was made to the board to transfer fund balance in the General Fund for \$50,000 into Highway Equipment Reserves, \$25,000 into General Fund Repair Reserve, \$15,000 into Tree Reserve, \$5,000 into Fire Equipment reserve and \$5,000 into Police Equipment Reserve.

Motion 5-234-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the transfer of \$100,000 of General Fund Budget Allocations to the General Fund Reserve accounts. Motion carried.

A recommendation was made to transfer \$40,000 into Water System Reserves and \$10,000 into Water Equipment Reserves.

Motion 5-235-Motion by Trustee Sheibley, seconded by Trustee Sisti to approve the transfer \$50,000 of the Water Fund Allocations to the Water Reserves Accounts. Motion carried.

A recommendation was made to transfer \$10,000 into the Sewer Equipment Reserve.

Motion 5-236-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to approve the transfer of \$10,000 of the Sewer Fund Allocations to the Sewer Reserve Account. Motion carried.

Every few years the Village needs to recertify the 1999 Master Plan.

Motion 5-237-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the Resolution to ratify, reapprove and reauthorize the adoption of the Village of Gowanda 1999 Master Plan and its performance in its entirety. Motion carried.

The second trash rack will be installed using funds from the Thatcher Brook Task Force.

Motion 5-238-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the survey RFP with Dan Barry Land Surveyors per recommendation of the Thatcher Brook Task Force to provide survey services for the installation of a second trash rack. Motion carried.

An engineering proposal was provided to the board by Mark Burr for the CDBG Funds for Sidewalks.

Motion 5-239-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to approve the authorization to execute the engineering proposal with Mark Burr to create sidewalk replacement project manual, scope and specs, engineering drawings and bid document. Motion carried.

Motion 5-240-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the Sidewalk Project Manual and Bid Packet Draft. Motion carried.

Budget Modification #8 for the General and Sewer fund was provided to the board for approval.

Motion 5-241-Motion by Trustee Sheibley, seconded by Trustee Zimmermann to approve Budget Modification #8. Motion carried.

Abstract Bills to pay #12 was provided to the board for approval.

Motion 5-242-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the abstract bills to pay for General Fund \$38,561.72, Water Fund \$14,533.98, and Sewer Fund 496,264.45. Motion carried.

Next Meeting

The next meeting will be June 13, 2023 at 6 PM.

Adjourn

Motion 5-243-Motion by Trustee Sisti, seconded by Trustee Sheibley to adjourn the meeting at 7:05 PM. Motion carried.

Respectfully Submitted
Danielle Wagner
Clerk

DRAFT