

**VILLAGE BOARD OF TRUSTEES
SPECIAL MEETING AGENDA
October 1, 2019**

MAYOR/BOARD

- Recommendation from Planning Board on Site Plan for 216 East Main Street Family Health Services

**VILLAGE BOARD OF TRUSTEES
SPECIAL MEETING
MINUTES
OCTOBER 1, 2019**

Mayor Michael VandeVelde presiding

MEMBERS: Dennis Lutes, Al Holbrook, Mike Catalano, Rob Cochran

OTHERS: Becky Jackson, Bonnie Rae Strickland, Amy Reinhardt; (Family Health Services), J.M. Lesinski; (Dunkirk Observer)

MAYOR/BOARD

SITE PLAN REVIEW 216 E. MAIN STREET/FAMILY HEALTH SERVICES

The board made a motion by Trustee Lutes, seconded by Trustee Catalano and was carried unanimously to approve the Site Plan Review and Special Use Permit for the Family Health Services project with the stipulations as recommended by the Planning Board.

The meeting was adjourned on a motion made by Trustee Holbrook, seconded by Trustee Lutes and was carried unanimously.

VILLAGE BOARD OF TRUSTEES
October 8, 2019
MINUTES

PRESIDING: Mike VandeVelde, Mayor

MEMBERS: Rob Cochran, Mike Catalano, Al Holbrook, Dennis Lutes

STAFF: Vince Luce

PUBLIC: None

MAYOR/BOARD:

RESOLUTION #17-2019

A RESOLUTION AUTHORIZING THE VILLAGE OF WESTFIELD COURT TO APPLY FOR A JCAP GRANT

BE IT RESOLVED, that the Village of Westfield Court is hereby authorized to apply for a JCAP Grant during the 2019-2020 Grant Cycle in the amount of \$30,000

HALLOWEEN OBSERVANCE IN THE VILLAGE

The Board approved for trick-or-treating to be held on Thursday, October 31, 2019 from 6pm to 8pm. D. Lutes/M. Catalano

REVISITING PAST NEW YORK STATE COMPTROLLER'S OFFICE AUDITS

The Mayor reported that at one of his Fall Training School sessions, the State Comptroller's Office encouraged municipalities to revisit any previous audits they have had to ensure that they implemented any of the recommendations. The Board discussed that there were only two audits of the Village by the OSC, a Fire Department Audit and one related to Collecting unpaid Water charges. It was discussed that perhaps a review of these should be completed to make sure every recommendation has been implemented by the Village.

ADJOURNMENT

There being no further business, the Board adjourned the meeting on a motion by R. Cochran /D. Lutes and carried unanimously.

Respectfully Submitted by:

Vincent Luce
Village Clerk

**VILLAGE BOARD OF TRUSTEES
MEETING @ 7:00 P.M.
SEPTEMBER 16, 2019**

MAYOR/BOARD

- Approve 8/19/19 Minutes
- Approve 2020 Holiday Schedule
- Approve 2020 Village Board Schedule

POLICE DEPARTMENT

- Monthly Report/Overtime Report

FIRE DEPARTMENT

- Monthly Report/Ongoing Projects

CODE ENFORCEMENT

- Monthly Report/Ongoing Projects

RECREATION DEPARTMENT

- Program Report/Ongoing Projects

PUBLIC WORKS DEPARTMENT

- Monthly Report/Ongoing Projects

WATER & SEWER DEPARTMENT

- Monthly Report/Ongoing Projects

ELECTRIC DEPARTMENT

- Monthly Report/Ongoing Projects

TREASURER

- Monthly Report/Ongoing Projects

CLERK

- Monthly Report/Ongoing Projects
- Warrants
- Request carryover of 10.5 vacation days

QUESTIONS FROM VISITORS

**VILLAGE BOARD OF TRUSTEES
9/16/19 MINUTES**

Deputy Mayor Robert Cochran presiding

MEMBERS: Dennis Lutes, Al Holbrook, Mike Catalano

OTHERS: Vincent Luce, Ed LeBarron, Andrew Thompson, Andrew Webster, Ed Slate, Robert Neratko, Brenna Watson, Jennifer Lopez Bautista, Nelvelyn Rivera, Brooklyn Bane, Deb Puckhaber, Ann Kneer

**MAYOR/BOARD
MINUTES**

The board made a motion to approve the minutes of 8/19/19 by Trustee Holbrook, seconded by Trustee Catalano, and was carried unanimously.

2020 HOLIDAY SCHEDULE

The board made a motion to approve the 2020 Holiday Schedule by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

2020 VILLAGE BOARD SCHEDULE

The board made a motion to approve the 2020 Village Board schedule by Trustee Holbrook seconded by Trustee Catalano and was carried unanimously.

HOMEcomings SCHEDULE OF EVENTS

The board approved the Homecoming schedule of events submitted by the Westfield School on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

POLICE DEPARTMENT

MONTHLY OVERTIME REPORT/UPDATE ONGOING PROJECTS

The board made a motion to approve the Monthly Report and Overtime Report of 31.75 hours by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

FIRE DEPARTMENT

MONTHLY REPORT/UPDATE ONGOING PROJECTS

The board made a motion to approve the Fire Department Report by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

RECREATION DEPARTMENT

MONTHLY REPORT/UPDATE ONGOING PROJECTS

The board made a motion to approve the Program Report by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

RECREATION DEPARTMENT VACANCY

There is a vacancy for a part time Recreation Specialist from September through May to fill the position which Joshua McCord had previously held.

WELCH FIELD PLAYGROUND

The board made a motion to approve for High School Senior, Braiden McElhaney, to build a new train for the Welch Field Playground by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

CODE ENFORCEMENT

MONTHLY REPORT/UPDATE ONGOING PROJECTS

The board made a motion to approved the Code Enforcement Report by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

PUBLIC WORKS

MONTHLY/OVERTIME REPORT/UPDATE ONGOING PROJECTS

Ed noted that they will be preparing for paving and chip sealing for the next few weeks and also will continu hydrant flushing.

The board made a motion to approve the Monthly Report by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

PROBATION PERIOD ENDED

The board made a motion to approve Tayler Irwin as permanent employee effective 9/23/19 by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

WATER & SEWER DEPARTMENT

MONTHLY REPORT & UPDATE ONGOING PROJECTS

The board made a motion to approve the Monthly Report on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

Andrew reported that Contract #4-Filter Rehab (Water) all of the work is completed.

The new UV System working (Sewer)

The new generator is set in place, getting prepared to go.

ELECTRIC DEPARTMENT

MONTHLY REPORT/UPDATE ONGOING PROJECTS

The board made a motion to approve the Monthly report by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

The building is completed on English Street and the paving for the entryway will be finished soon so trucks, etc. can begin to be stored in the building.

Reconductoring Nichols Avenue for the Tractor Supply Store.

Relay retrofit was done On the Portage Substation.

The entire length of McKinley Road is finished.

TREASURER

The Treasurer and Deputy Treasurer are attending Fall Training.

FINANCIAL REPORTS

The board made a motion to accept the Treasurer's monthly Financial Reports by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

CLERK

MONTHLY REPORT/UPDATE ONGOING PROJECTS

The Clerk read his report including ongoing projects which was approved on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

WARRANTS

The following warrants were approved on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

General	W#20	50,838.64
Electric	W#23	28,547.21
Water	W#23	214,730.85
Sewer	W#20	35,986.33
Water	W#24	5,532.18
Sewer	W#21	8,255.62
Sewer	W#22	100,000.00

CARRYOVER VACATION

The board made a motion to approve the request of the Village Clerk to carryover 10.5 unused vacation days by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

There was a question raised in regard to the Village right-of-way and parking issues.

There being no further business to come before the board, the meeting was adjourned on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.