**VILLAGE BOARD OF TRUSTEES**

**MEETING**

**MAY 16, 2022**

Mayor Michael VandeVelde presiding

MEMBERS: Dennis Lutes, Judy Einach, Josh Freifeld, Blake Maras

OTHERS: Vince Luce, Becki Paternosh, Ed LeBarron, Rob Genthner, Erin Schuster, Bonnie Rae Strickland, Chris Reese, Ed Kneer, Ann Kneer, Sandra Brown, Michael Cipolla, Josh Melquist, William Christ

**MAYOR/BOARD**

MINUTES

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to approve the minutes of 4/18/22.**

WELCH’S BUILDING PARKING

The Mayor stated that the Town is going to turn over parking lot spots to the Village and they would pay the Village $250/month for the 30 spots; he noted it is 40 spots now which was increased from what it was originally.

The Town hopes to finalize the deal with the developers. Ed stated that the Town is going to crack seal and put an overlay onto the parking lot, which will prepare it for the Village to take over. Ed also noted he felt it would be good for 10 years, other than having to plow it. They would be giving us $3,000/Yr. for those spots.

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve to allocate for the 40 parking spaces which are on the survey leaving the developer for the Welch Building with a payment of $250/month.**

PROCUREMENT POLICY

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to approve the modification in the Procurement Policy to raise the amount to $5,000, up from the current amount of $2,500; and for 2 quotes rather than 3.**

WDC FIRST IMPRESSIONS PROGRAM

**The board made a motion by Trustee Lutes, seconded by Trustee Freifeld and was carried unanimously to approve for the ARPA money in the amount of $5,000 to go to the Westfield Development Corporation First Impressions program.**

OVERVIEW OF PROPOSED 2022-2023 SCHOOL BUDGET

An overview was presented to the board and meeting attendees of the proposed 2022-2023 School budget was given by Superintendent of Schools, Michael Cipolla; Business Official, Josh Melquist.

**POLICE DEPARTMENT**

REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the Police Report as presented.**

OFFICER RETIREMENT

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to accept the recent retirement of Officer Barry Meleen.**

VACATION CARRYOVER

**The board made a motion by Trustee Lutes, seconded by Trustee Maras and was carried unanimously to approve for the Chief to carry over 15 days of vacation time.**

REQUEST EXECUTIVE SESSION/PERSONNEL

**FIRE DEPARTMENT**

REPORT

**The board made a motion by Trustee Maras, seconded by Trustee Lutes and was carried unanimously to approve the Fire Department report as presented by the Fire Chief.**

6842 WEBSTER ROAD FIRE

The Chief noted that there had been 7 injured Fire Department members resulting from this fire and exposure to a possible unknown material. PESH is now doing an investigation and requesting some information regarding this incident to assure that everything is up to code.

DISCUSS FIRE HALL ADDITION

Following discussion, the board agreed to allow moving forward with a “Study” being done for the building of an addition, (Banquet Hall), including renovation of the bathroom facilities onto the Fire Hall. Some funds are available from the sale of the old Exempt’s Hall.

REQUEST FOR CAR WASH

The board approved for the Girl Scouts Troop 20173 to have a car wash at the Fire Hall for a fundraiser towards their Silver Award Project.

EMERGENCY PLAN BY COUNTY

The Chief noted that the Fire Department has a meeting with Coast Guard out of Erie, PA and North East Fuller Hose Company, May 26th through the Chautauqua County Lake Erie Water Emergency Plan.

**RECREATION DEPARTMENT**

REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the Recreation Dept. report.**

SEASONAL EMPLOYEES

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to approve the hiring of the Seasonal employees as submitted by the Recreation Director, Andrew Webster.**

**CODE ENFORCEMENT**

REPORT

**The board made a motion by Trustee Lutes, seconded by Trustee Freifeld and was carried unanimously to approve the report presented by the Code Officer with noted modifications.**

**HISTORIAN**

REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the Historian Report.**

**PUBLIC WORKS DEPARTMENT**

REQUEST APPROVAL TO HIRE CGR TO DO A MANAGEMENT AND ORGANIZATIONAL ANALYSIS OF THE DPW

After review of the proposals from LaBerge and CGR and their references the

**board made a motion by the Mayor, seconded by Trustee Maras and was carried unanimously to approve the hiring of CGR in the amount of $45,000**. This would be coming equally out of the four funds General Fund share will come from Fund Balance.

REQUEST TO PURCHASE JOHN DEERE Z930M Z-TRAK MOWER

**The board made a motion to approve for the purchase of the John Deere mower in the amount of $7,526.68 from ARPA funds.**

only $5,000 from the ARPA money had been allocated during budget time for a new mower. The Waste Treatment Plant is going to purchase themower that the Street Department has currently for the $3,200. Then the Street Dept. will take the old mower and put that into auction to get whatever amount it will bring.

**WATER & SEWER DEPARTMENT**

AWARD SLUDGE HAULING BID

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to award the Sludge Hauling Bid to Casella Waste @ $340 per load.** The other bidder was St. George @ $530 per load + container rental.

AWARD WPCF/WATER ANNUAL SUPPLIES BID

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to award the Annual Supplies Bid as follows:**

Liquid Chlorine JCI Jones $169.3334/CWT

Liquid Propane NOCO $1.75/gallon

Hydrofluosilicic Acid Slack $9.99/gal

Hypochlorite Solution Slack $3.095/gal

Carus 3050 Zinc/Poly Slack $1.89/lb

Liquid Coagulant (AS2811) Applied Specialties $4.50/gal

Zetag – Polymer Clean Waters Inc. $2.78/lb

Aluminum Sulfate ChemTrade $443/dry ton

Phosphoric Acid Slack Chemical $29.34/gal

Aqua Ammonia Slack Chemical $998.32/Ton

**ELECTRIC DEPARTMENT**

AWARD TREE REMOVAL & TRIMMING BID

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to approve the Tree Removal portion of the bid to Bentley Tree and the Stump Removal portion to Kravitz Tree Service.**

AWARD DECORATIVE LIGHT FIXTURES BID

The decision was made to go with the glass lenses for the decorative light fixtures for Main Street and Portage Street as opposed to the ones of acrylic due to the problem with hazing over.

**The board made a motion by Trustee Einach, seconded by Trustee Lutes and was carried unanimously to award the bid to Gottogo Electric for 125 lights @ $159,381.25 with IEEP paying approximately half of that portion in the amount of $80,000.**

**TREASURER**

APPROVAL OF REVENUE & EXPENSE REPORTS

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously.**

**CLERK**

WARRANTS

**The following warrants were approved on a motion made by Trustee Maras, seconded by Trustee Einach and was carried unanimously:**

**Water/Minton Pump Station W#69 $3,135.00**

**Electric W#58 71,288.41**

**Sewer W#59 47,825.26**

**General W#53 93,146.31**

**Water W#68 8,680.39**

**General W#51 57,317.66**

**Sewer W#57 170,119.28**

**Electric W#56 57,317.66**

**Water/Minton W#66 64,713.85**

**Water W#65 17,538.53**

**The board made a motion by Trustee Lutes, seconded by Trustee Einach and was carried unanimously to enter Executive Session to discuss**

**Personnel issues.**

**VISITORS**

EASON HALL COLUMNS

The Code Officer noted there may be a restoration company somewhere that would be interested in taking the old columns which are being replaced with new ones. Someone would perhaps buy them as there would be some value to them.

NORTH ROOM MICROPHONES

A resident noted the need for installation of microphones which would assist the hearing impaired who may attend the board meetings.

Also, a question was raised as to the necessity of having a second Assistant DPW Director and paying him $5,000 more. The Mayor explained that it is a matter of having someone prepared to take the place once Ed retires from his position; and it means having Ed train him while he is still here to do so.

**EXECUTIVE SESSION**

**Following discussion, the Executive Session was ended on a motion made by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously.**

**ACTION:**

Action taken from Executive Session is as follows:

**The Mayor made a motion, seconded by Trustee Einach and was carried unanimously for the Village to pay the health insurance for Barry Meleen’s wife until she turns age 65.**

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to hire part time officer Henry Williams as full-time officer contingent upon moving into the Village and passing his psychological testing.**

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to hire part time Police Officer, Ty Pattyson to begin**

**May 18th.**

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