

**VILLAGE BOARD ORGANIZATION MEETING  
APRIL 6, 2010**

The Village of Gowanda Board of Trustees Organization meeting was called to order by Mayor Richard Klancer at 7:00 p.m. in the Board room, Municipal Building. The pledge of allegiance was recited.

Present: Mayor Richard Klancer  
Trustee Carol Sheibley  
Trustee Heather McKeever  
Trustee John Certis  
Trustee Dale DeCarlo

Village Employees: Public Works Superintendent Mike Hutchinson, Village Clerk Kathy Mohawk, Treasurer Cindy Schilling

Media Present: Phil Palen, Cable Channel 22

Public Present: Joe and Janet Vogtli

Village Clerk Mohawk swore in Trustees John Certis and Dale DeCarlo.

Mayor Klancer read the Official Appointments for approval by the Board of Trustees:

Deputy Mayor	Carol Sheibley
Village Clerk/Deputy	
Treasurer	Kathy Mohawk
Treasurer/Deputy	
Clerk	Cindy Schilling
Affirmative Action	
Officer	Kathy Mohawk
Animal Control	
Officer	Mary Dankert
Building Inspector	Gary Brecker
Assessor	George Stark
Historian	Phil Palen
Disaster Coordinator	Nick Crassi
Village Engineer	Mark Burr
Registrar	Kathy Mohawk
Deputy Registrar	Denise Trumpore
Village Attorney	Deborah Chadsey

Motion 1-10. Motion by Trustee Certis, seconded by Trustee DeCarlo to approve the official appointments as presented by Mayor Klancer. Motion carried 5-0.

Mayor Klancer presented the committee assignments for 2010-2011:

Audit Committee	Dale DeCarlo	Carol Sheibley
Beautification	Heather McKeever	
Building Inspector	Mayor Klancer	Carol Sheibley
Building Maintenance	Dale DeCarlo	Carol Sheibley
Cattaraugus Creek Basin Task Force	Mayor Klancer	Carol Sheibley
Disaster Coord Liaison	Mayor Klancer	Dale DeCarlo
Employee Negotiation	John Certis	Carol Sheibley
Police Commissioner	Mayor Klancer	
Fire Commissioner	Dale DeCarlo	
Gowanda Central School	Mayor Klancer	Heather McKeever
	Carol Sheibley	
Lighting	John Certis	
Main Office and Administration	Mayor Klancer	
Neighborhood Watch	Dale DeCarlo	John Certis
Ordinances	Dale DeCarlo	John Certis
Parks (Creekside and Chang Hu)	Heather McKeever	
Public Works Departments	Mayor Klancer	
Recreation	Carol Sheibley	John Certis
Safety Officer	Dale DeCarlo	
Sidewalks	Carol Sheibley	
Solid Waste & Recycling	Carol Sheibley	
Thatcher Brook Task Force	Mayor Klancer	Heather McKeever
	Carol Sheibley	John Certis
	Dale DeCarlo	
Tree Commission	Heather McKeever	
Tri County Memorial Hospital	Carol Sheibley	Heather McKeever

Motion 2-10. Motion by Trustee DeCarlo, seconded by Trustee Certis to approve the committee assignments as presented by Mayor Klancer. Motion carried 5-0.

Mayor Klancer presented the annual motions for the Board of Trustees as follows:

- A) The regular meeting of the Board of Trustees shall be held on the second and fourth Tuesdays of the month at 7:00 P.M.
- B) That the Gowanda Office of the HSBC Bank USA, Community Bank, NA, MBIA/CLASS, and Chase Bank be designated as depositories of Village funds for the ensuing year.
- C) That the Village Clerk or Treasurer be authorized and directed to draw an order for the amount of the reasonable expenses of Village Officials and employees attending the regular monthly meetings of the Erie County Village Officials Association, the Cattaraugus County Village Officials

- Association, Southtowns Planning and Development, and Association of Erie Co. Governments.
- D) That the Department Heads of the Police, Water, Highway, Sewer and Recreation and Clerk's Office be authorized to approve their department payrolls within the structure of the budget.
  - E) That the Mayor of the Village be and hereby is authorized and empowered to execute such application and documents necessary to apply to the proper state agency regarding a youth recreation program for the Village of Gowanda.
  - F) That the policy of the Village of Gowanda shall be for all Department Heads to purchase whenever practical such items as Gasoline, Tires, Blacktop, Street Oil, Chlorine and any other such items as directed by the Board, from the New York State Office of Standards and Purchase on what is commonly known as "State Bid". The authorized purchasing agents for the Village of Gowanda are attached.
  - G) That the Treasurer be authorized by law to temporarily invest moneys not required for immediate expenditure in time open or day to day deposit accounts in financial institutions authorized by New York State Department of Audit and Control.
  - H) That any non-profit Village-oriented organization be allowed use of the Village parking lots for approved special events on a no fee basis. Requests must be filed at least thirty (30) days in advance with a certificate of insurance. The organization involved shall be responsible for all clean up as directed by the Public Works Superintendent.
  - I) The official newspaper of the Village of Gowanda is hereby officially designated as the Evening Observer.
  - J) That the Village departments will make all purchases in accordance with the Village Purchasing Policy and Procedures as attached.
  - K) That all Village investments are made in accordance with the Village of Gowanda Investment Policy and Guidelines as attached.
  - L) The Village's Safety policy will be adhered to and remains in effect as per attached.
  - M) The Drug and Alcohol policy will be obeyed and remains in effect as per attached.
  - N) The meetings will follow the Rules of Procedure for meetings.
  - O) The Village's Prohibition of Sexual Harassment Policy will be adhered to and remains in effect as per attached.
  - P) The Village's Information Technology Policy will be adhered to and remains in effect as per attached.

Motion 3-10. Motion by Trustee Certis, seconded by Trustee Sheibley to approve the annual motions as presented above. Motion carried 5-0.

Motion 4-10. Motion by Trustee DeCarlo, seconded by Trustee McKeever to approve the minutes of the March 23, 2010 Village Board meeting as presented. Motion carried 5-0.

Trustee McKeever advised that she was not present at the March 30, 2010 Village Board meeting. Village Clerk Mohawk will correct the minutes.

Motion 5-10. Motion by Trustee Certis, seconded by Trustee McKeever to approve the minutes of the March 30, 2010 Special Village Board meeting minutes as corrected. Motion carried 5-0.

Trustee Sheibley asked about the National Fuel bills and whether they were pre-paid. The vouchers were not in the folder for her review. She stated a National Fuel bill was labeled as being for the Municipal Building. Does the Village now pay for gas at the Village Hall? Treasurer Schilling suggested it was probably for the ambulance building.

Motion 6-10. Motion by Trustee Sheibley, seconded by Trustee McKeever to approve Abstract #11 dated April 6, 2010 on all funds as follows:

General Fund	\$ 14,469.01
Water Fund	\$ 6,738.80
Sewer Fund	\$ 28,656.52
Flood Fund	\$ 37,177.09
Joint Activity	\$ 227.24
Capital Fund HP17	\$ 83.47
Total	\$ 87,352.13

Motion carried 5-0.

Public Works Superintendent Hutchinson reported that nine bids were received for the Crestwood Drive Road Reconstruction project. The low bid was New Frontier Paving for \$198,594.55. Wendel Duchsherer recommended the bid award. The road will be reconstructed with new drainage. Only temporary repairs were made due to the flooding. The subbase from that road has deteriorated so an appeal will be made to FEMA for more repairs.

Motion 7-10. Motion by Trustee DeCarlo, seconded by Trustee Certis to award the bid for the Crestwood Drive Road Reconstruction project to New Frontier Paving for \$198,594.55. Motion carried 5-0.

Public Works Superintendent Hutchinson presented a letter from David Schwedt regarding a water leak at his property at 79 North Chapel Street. Mr. Hutchinson recommended relieving the sewer portion of that leak.

Motion 8-10. Motion by Trustee Certis, seconded by Trustee DeCarlo to relieve the sewer portion of the bill for 79 North Chapel Street on the recommendation of Public Works Superintendent Hutchinson. Motion carried 5-0.

Trustee Sheibley reported that the Village received the money from Healthy Community Alliance for the funds for the mini-grants. Public Works Superintendent Hutchinson suggested it would be a nice gesture to send a thank-you note to them. Trustee Sheibley

reported on the mini-grants. There will be one for planting barrels, 15% of which will be edible plants. There were 2 recreation grants for equipment, including a new liner for the ice skating rink and also fitness for summer recreation for exercise bikes, stop watches and jump ropes.

Public Works Superintendent Hutchinson reported on the sidewalk grant. The Village received \$3,000 from Cornell for the Complete Streets and another \$3400 which came through the Healthy Community Alliance which will be used to help residents who cannot afford their local share of the sidewalk replacement project. There will be a separate committee to review the applications and determine who gets the funds.

Joe Vogtli asked if there was anything that could be done with the Uni-lock bricks which are coming out. He asked if the Village could put the State on notice that these bricks should be replaced. Public Works Superintendent Hutchinson indicated that Heather Horth is the Village contact with the DOT. It was suggested that a letter be sent requesting replacement or repair of those bricks.

Motion 9-10. Motion by Trustee Certis, seconded by Trustee Sheibley to open the public hearing for the 2010-2011 budget at 7:30 p.m.

Mayor Klancer said this was a tough budget year. He acknowledged the assistance of the supervisors in the budget process. He strived to keep the level of services. Janet Vogtli indicated that 5 houses came off the tax rolls. Ms. Vogtli asked about the fire truck payment. Treasurer Schilling responded that the Village purchased a pumper several years ago but after some time it would not pass inspection. It became necessary to purchase an aerial truck. There was a misunderstanding about the first lease being paid off before the Village incurred a second lease. The Village will borrow from a reserve fund at the rate of 4 ½% over 3 years to avoid making the entire extra lease payment in one year. One other thing to make note of is that the garbage contract went up substantially. Public Works Superintendent Hutchinson indicated that part of the higher cost is that the Village residents do not separate the recyclables.

Public Works Superintendent Hutchinson advised that the New York State Health Commissioner will be at Tri-County Memorial Hospital at 12:45 on Thursday. Seneator Schumer will be there to try to help the process with FEMA. The Commissioner will then be at the reservoir at 1:30 p.m.

Motion 10-10. Motion by Trustee Certis, seconded by Trustee McKeever to close the Public Hearing at 7:40 p.m. Motion carried 5-0.

Mayor Klancer advised that he spoke with Jonathan Lawrence from TLC. He is more than willing to come to a meeting to discuss the situation with the hospital. He really has no more information to provide. Janet Vogtli asked if Congressman Higgins has been asked for any assistance. She suggested a letter be sent to Congressman Higgins requesting any help he could provide. Village Clerk Mohawk will send a letter to Congressman Higgins.

Janet Vogtli advised that the letters of support sent on behalf of the NFTA bus service were successful. The service will be continued.

Trustee Certis suggested sending letters of congratulations to Michael Embs and William Cole III on attaining the rank of Eagle Scout.

Janet Vogtli asked if the Village could contact a consortium to see if energy could be purchased any cheaper. Joe Vogtli indicated he purchases through NOCO at a lower rate.

Public Works Superintendent Hutchinson advised that April 15<sup>th</sup> is when people will begin moving into Academy Place. HCA will move June 1<sup>st</sup>. Meals on Wheels and Community Action will move there also. The Village will maintain the parking lot at Academy Place for the Meals on Wheels program.

Trustee DeCarlo asked about another tour of Academy Place for the Village Board members.

Motion 11-10. Motion by Trustee DeCarlo, seconded by Trustee Certis to adjourn the Village Board meeting at 8:00 p.m. Motion carried 5-0.

The next Village of Gowanda board meeting is April 27, 2010 at 7:00 p.m.

Respectfully submitted,

Kathleen V. Mohawk  
Village Clerk