

**VILLAGE BOARD MEETING
SEPTEMBER 2, 2008**

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

Present: Deputy Mayor Carol Sheibley
Trustee John Certis
Trustee Dale DeCarlo

Village Employees: Village Clerk Kathy Mohawk, Public Works Superintendent Mike Hutchinson, Fire Chief Steve Raiport

Media Present: Mary Pankow, Gowanda Pennysaver
Tim Latshaw, Observer
Phil Palen, Cable Channel 22

Public Present: Don Offhaus

Mayor Klancer was absent due to a prior scheduled vacation.

There were some corrections to the August 19, 2008 Village Board meeting minutes. Trustee DeCarlo noted on Page 3 two corrections: In the first paragraph about half way down it reads: "This brand new truck should last at least 10 years." Trustee DeCarlo advised it should last at least 30 years. In the next paragraph, it reads: It would add up to \$114,000 over a 20-year period." The term is for 10 years. Trustee Sheibley noted on Page 4 under Motion 124-08, it reads: "Village Clerk Mohawk polled the Board members:" Trustee Sheibley suggested an addition of "at Trustee DeCarlo's request."

Motion 149-08. Motion by Trustee DeCarlo, seconded by Trustee Certis to accept the August 19, 2008 Village Board meeting minutes as corrected. Motion carried 3-0.

Regarding Abstract #4 dated September 2, 2008, Trustee DeCarlo advised that he would sign them this evening. He questioned Voucher #268 to Sue or Jack Torrance for the Heritage Festival and Music in the Park. Village Clerk Mohawk advised that a letter was sent to Treasurer Schilling requesting \$1,000 for both events from two different line items: the celebration line and the Arts Grant line. There was some discussion about each event being \$500. Village Clerk Mohawk advised that she would check on that voucher before it is paid. Trustee Certis indicated that any overages would be refunded.

Motion 150-08. Motion by Trustee DeCarlo, seconded by Trustee Certis to approve Abstract #4 dated September 2, 2008 on all funds as follows:

General Fund -	\$25,048.15
Water Fund -	\$ 7,934.74
Sewer Fund -	\$32,423.03
Joint Activity -	\$ 828.55
Total	\$66,234.47

Motion carried 3-0.

BUSINESS/BUILDING PERMITS

Trustee Sheibley spoke about the Building Inspector/Code Enforcement Officer position. She indicated that two people have expressed an interest in the position. Trustee Certis feels that in order to be fair to all, the position should be advertised. The Board members will interview those interested, including those who have already applied. The Mayor can sign the permits in the interim as the Chief Executive Officer. Village Clerk Mohawk indicated that Mr. Bowers kept very good records so she has been able to answer some of the questions for the residents. Village Clerk Mohawk suggested placing the advertisement with a return date of September 17th so interviews could be held prior to the next meeting on September 23rd.

Motion 151-08. Motion by Trustee DeCarlo, seconded by Trustee Certis to advertise for a Building Inspector/Code Enforcement Officer with a return date of September 17, 2008. Motion carried 3-0.

POLICE

Village Clerk Mohawk presented the August 2008 report:
“87 reported calls, 21 arrests, 31 tickets issued; 3 violent domestics; 3 motor vehicle accidents.
School starts tomorrow so please drive carefully and watch for children and school buses.”

Trustee DeCarlo thanked the police for responding to the fire calls as backup.

JOINT ACTIVITY

Trustee Sheibley advised that the paperwork has been received from the Office of Child and Family Services for the New York State funding. October 17th is the deadline for the paperwork submittal.

FIRE

Trustee DeCarlo asked to table the resignation of Disaster Coordinator Steve Raiport until the next meeting. Mr. DeCarlo advised he thought the situation was already settled.

Public Works Superintendent Hutchinson indicated Mayor Klancer spoke about the installation of a fire hydrant on the other side of the street from the Moose at the location of the new fire hall. Mr. Hutchinson indicated he would put together the cost of the new hydrant for the next meeting.

Trustee DeCarlo advised that he, Fire Chief Raiport and Don Offhaus inspected the new fire truck.

Fire Chief Raiport reported that he has spoke with Superintendent Rinaldi at the school regarding temporary housing of the aerial truck until the new fire hall is built. Mr. Raiport indicated that it is necessary to send a letter to the school requesting this. He also indicated that it would be necessary for the Village to add the school as an additional insured during the time this is in effect. Trustee Sheibley asked if the vehicle would be insured upon delivery to the Village. Fire Chief Raiport indicated it would be. Fire Chief Raiport indicated that part of the purchase price includes someone from E-One to train the firemen for 3 days. FM Communications will charge \$150 for the radio installation.

Village Clerk Mohawk indicated that she received an 18-page e-mail from Treasurer Schilling which is the Financing Agreement with Municipal Services Group. Pending Village Attorney Chadsey's approval and Opinion of Counsel and Mayor Klancer's signature, it is ready to go.

Don Offhaus advised that they are scheduled to build on September 15th. He indicated the title search has been done but there is not a clean title and the fire company does not own the land yet. The site work needs to be done by then. The land needs to be cleared off, the gravel needs to be brought in, and temporary power needs to be dropped off the pole out front for the workers. He asked if the site work could begin, basically an early occupancy of the land. Mr. Offhaus advised that Village Attorney Chadsey needs to be the person who allows this to happen. Village Clerk Mohawk advised that Village Attorney Chadsey requested information from her such as whether the property was sold or given to the Village and copies of the resolutions which indicate the Village gave the property to the fire company for the purpose of building a fire hall. Trustee Sheibley advised she would contact the Mayor to discuss early occupancy with him. Trustee Certis stated that pending the Village Attorney's direction, he had no problem with this taking place.

TREASURER

Trustee Sheibley reported that Mayor Klancer asked to put a \$500 cap on expenditures for all departments. Any expenditures over \$500 need prior approval.

Motion 152-08. Motion by Trustee Certis, seconded by Trustee DeCarlo approve the Mayor's request to put a \$500 cap on expenditures for all departments. Motion carried 3-0.

Trustee Sheibley also reported she read an article regarding GASB-45 and implementation of same. The future indebtedness policy begins in 2009 and makes the Village responsible for all or part of future expenses for post-employment benefits and an employment benefit reserve must be set up. There will be no future state aid for these expenses.

PUBLIC WORKS

Public Works Superintendent Hutchinson reported on the Village IT policy. It was discussed during the work session.

Motion 153-08. Motion by Trustee DeCarlo, seconded by Trustee Certis to adopt the Village IT policy as presented. Motion carried 3-0.

Motion 154-08. Motion by Trustee Certis, seconded by Trustee DeCarlo to appoint Village Clerk Mohawk as the IT policy manager. Motion carried 3-0.

Public Works Superintendent Hutchinson requested authorization to extend the part-time employment of the summer workers through the end of September. There is money available to pay two of them, as one as already returned to school.

Motion 155-08. Motion by Trustee DeCarlo, seconded by Trustee Certis to extend the employment of the part-time summer employees until the end of September. Motion carried 3-0.

Public Works Superintendent Hutchinson indicated he spoke with Jordan about potential watershed forestry management at the Pt. Peter Reservoir. He would be interested in putting together a proposal for these services. Mr. Hutchinson indicated some forestry management would open it up for undergrowth and better erosion control.

Motion 156-08. Motion by Trustee DeCarlo, seconded by Trustee Certis to authorize Public Works Superintendent Hutchinson to seek a proposal from Jordan Forest Services for watershed forestry management at Pt. Peter. Motion carried 3-0.

Public Works Superintendent Hutchinson advised that there were still some legal issues with respect to the Gowanda Electronics' agreements so further revisions will be forthcoming.

Public Works Superintendent Hutchinson indicated that 49 fire hydrants were painted by the Corrections crews. Another three days have been scheduled for September. Public Works Superintendent Hutchinson asked the Village Board if they desired to have the guardrails painted as well. There would be some expense involved for the paint, approximately \$100.

Public Works Superintendent Hutchinson reported that he sent a letter to the DOT regarding the crosswalk in front of Jubilee. There have been many complaints and the

suggestion was made to move it down to Mechanic Street. It is a bad location where it is now.

Public Works Superintendent Hutchinson indicated that as part of the dedication for the Veterans Bridge markers, it is necessary to move a tree near the bridge in a planter. The suggestion for the dedication is Veterans Day. Village Clerk Mohawk will make sure the papers have time to publicize it. There was some discussion about where to move the tree. The tree committee will be asked to make a suggestion. The sign is being made now. Trustee DeCarlo suggested November 11th at 11:00 a.m. Village Clerk Mohawk will plan the dedication ceremony.

Public Works Superintendent Hutchinson reported that he received information from the maintenance people at the sewage plant that the sewage grinder is in need of rebuild. It is 10 years old. There is an exchange program: the Village sends the old one and the company sends a rebuilt one. The fee for this is \$15,627. Trustee Certis asked if this money was in the equipment replacement fund. Trustee Sheibley asked if this was an emergency. Public Works Superintendent Hutchinson indicated that it takes 6 – 8 weeks to get another one.

Motion 157-08. Motion by Trustee DeCarlo, seconded by Trustee Certis to authorize Public Works Superintendent Hutchinson to replace the sewage grinder at the sewage treatment plant for \$15,627. Motion carried 3-0.

ADMINISTRATION

Village Clerk Mohawk presented a copy of publications from the Cornell University College of Agriculture which are available if interested.

Village Clerk Mohawk presented a copy of training which is being offered to Village officials, Planning Board and Zoning Board members regarding Site Plan Review, SEQRA and grants.

Village Clerk Mohawk presented information on Green Practices which came from Cornell University regarding what other municipalities are doing to save on energy costs.

Village Clerk Mohawk reported that the cost to attend the Cornell University Clerk's Institute is \$725. She advised that she applied to the New York State Association of City and Village Clerks for a scholarship and she was awarded \$225. She reported she also received money from the Erie County Municipal Administrative Officers so the cost was reduced.

Village Clerk Mohawk mentioned that the tree in front of Hair We Are needs the bottom branches removed. The vision is greatly impaired when making a left turn onto East Main Street from Buffalo Street. Phil Palen asked if something happened to it. Trustee Certis suggested that the tree committee look at it.

Motion 158-08. Motion by Trustee Certis, seconded by Trustee DeCarlo to adjourn the Village Board meeting at 8:00 p.m. Motion carried 3-0.

The next Village of Gowanda Board meeting is September 23, 2008.

Respectfully submitted,

Kathleen V. Mohawk
Village Clerk