

VILLAGE BOARD OF TRUSTEES
APRIL 17, 2017 MINUTES

Mayor Michael VandeVelde presiding

MEMBERS: Rob Cochran, Mike Catalano, Al Holbrook

EXCUSED: Jill Santi

OTHERS: Becky Jackson, Becki Betts-Paternosh, Ed LeBarron, Bonnie Rae Strickland, Andrew Thompson, Andrew Webster, Jerry Ruch, Erin Schuster, Ann Kneer, Elliott DeLeon, Bruce Diamond

**MAYOR/BOARD
MINUTES**

The board made a motion to approve the 4/3/17 minutes by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.

LITTLE LEAGUE PARADE

The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to approve the Little League Parade for Saturday May 6th at 9:00 a.m. beginning at TOPS and ending at the Little League Field and also for the use of the PA System for the day.

RETIREMENT COMMITTEE

The Mayor requested the formation of a Retirement Committee that would consist of Trustee Holbrook, Andrew Thompson, Becki Paternosh and Vince Luce which was approved on a motion made by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

RESOLUTION #10-2017

The board made a motion to approve the following resolution by Trustee Holbrook, seconded by Trustee Cochran and was carried unanimously.

NYMPA DELEGATE

At a regular meeting of the Village Board of Trustees of the Village of Westfield, New York, held on April 17, 2017, the following resolution was adopted:

Moved by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously,

WHEREAS, the Village Board of Trustees of the Village of Westfield, New York is a municipal member of the New York Municipal Power Agency, and

WHEREAS, in accordance with the bylaws of the New York Municipal Power Agency, each municipal member may cast one vote on each transaction properly brought before this meeting.

NOW THEREFORE BE IT RESOLVED, that Andrew W. Thompson be and is hereby designated as the accredited delegate of the Village of Westfield, New York.

I certify that this resolution was adopted by the Village Board of Trustees of the Village of Westfield, New York on the 17th day of April, 2017.

WATER USEAGE BILL/LEAKAGE

Following discussion regarding a leak at Elliott DeLeon's property, the board agreed to charge the average usage for the seer, as the water leak did not enter the sewer system. An adjustment will also be made, if needed, to the next bill.

POLICE DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the Monthly Report and the Overtime Report of 49.5 hours by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

FIRE DEPARTMENT

MONTHLY REPORT

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

RESIGNATION OF MEMBER

Chief Ruch noted that 1st Assistant Fire Chief Everett Reardon has resigned his position and also his membership with the Fire Department. Chief Ruch has placed Chris Reese temporarily into this position.

NEW MEMBER

Chief Ruch reported a new member, Nick Bausum into the Hook & Ladder portion of the Fire Department which was approved on a motion made by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

RECREATION DEPARTMENT

MONTHLY REPORT

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

RECREATION SPECIALIST

The Board made a motion to approve the hiring of John Emmons for 15 hour weeks from September through May in the newly created position of Recreation Specialist, by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

John will also work one week in April and one week in May, 2017 to cover Andrew's trips out of town.

FRIENDS OF WESTFIELD RECREATION GROUP

Recreation Director Andrew Webster gave an overview of a newly formed group entitled "Friends of Westfield Recreation Group" which will be basically a fund raiser for Recreation Programs. The funds will run through the Northern Chautauqua Community Foundation. These funds will cover soccer, basketball, movies in the Park, concerts in the Park, and open swim at Welch Field. The expenses will be paid directly from NCCF, rather than

through the Village. Revenue will decrease but the expenses should decrease proportionally.

CODE ENFORCEMENT

MONTHLY REPORT

The Code Officer Monthly Report was approved on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

HISTORIAN

MONTHLY REPORT

The Historian Monthly Report was approved on a motion made by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

PUBLIC WORKS

MONTHLY/OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 7.8 hours of scheduled overtime and 8.5 call out hours by Trustee Cochran, seconded by Trustee Catalano and was carried unanimously.

WATER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and Overtime Report of 1.8 hours by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

SEWER DEPARTMENT

MONTHLY AND OVERTIME REPORT

The board made a motion to approve the Monthly Report and the Overtime Report of 5.4 hours by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.

CHANGE ORDER FOR WPCF PROJECT

The board made a motion to approve the change order for the WPCF Project in the amount of \$12,852.00 by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

AWARD ANNUAL SUPPLIES & CHEMICAL BID

The board made a motion to approve the Annual Supplies and Chemical Bids as follows by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

Liquid Chlorine	JCI Jones	\$60.00/CWT
Liquid Propane	TPS	\$.8547/gallon
Hydrofluosilicic Acid	Slack Chemical	\$4.934/gal
Hypochlorite Solution	Slack Chemical	\$1.029/gal
Carus 3050 Zinc/Poly	Slack Chemical	\$1.39/gal
Liquid Coagulant(AS2811)	Applied Specialties	\$2.98/gal

Zetag - Polymer	Clean Waters	\$2.49nb
Aluminum Sulfate	Thatcher	\$235/dry ton
Phosphoric Acid	Sal Chemical	\$7.92/gal
Aqua Ammonia	Slack Chemical	\$464.32/Ton

AWARD SLUDGE HAULING BID

The board made a motion to award the Sludge Hauling Bid to Bestway Container Service on a motion made by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously. The Bestway bid was \$175.50 per load, Casella Waste bid was \$365.00.

ELECTRIC DEPARTMENT

MONTHLY OVERTIME REPORT

The board made a motion to approve the Monthly Report and the Overtime Report of 5.4 hours by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.

AWARD MODIFICATION BID SWITCHGEAR PROJECT

The board made a motion by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously to award the English Street Substation Switchgear Replacement Building Modifications bid to Masonry & More in the amount of \$10,116.00.

AWARD CRANE & RIGGING WORK SWITCHGEAR PROJECT

The board made a motion by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously to award the quote to Clark Rigging & Rental in the amount of \$8,600. Other quotes were Rog's at \$7,500 and Benchley at \$14,500. It was deemed more feasible with this choice due to timeframe & potential added costs.

TREASURER

MONTHLY AND OVERTIME REPORT

The Treasurer's Monthly/Overtime Report was approved on a motion made by Trustee Catalano, seconded by Trustee Holbrook and was carried unanimously.

APPROVAL OF WATER, SEWER & ELECTRIC BUDGETS

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

The board made a motion to approve the Sewer Budget by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

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

CLERK

WARRANTS

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

General	#48	\$19,416.49
Electric	#45	81,750.80
Water	#51	100,310.78
Sewer	#52	17,761.12
General	#51	14,196.21
Sewer	#54	55,577.61
Electric	#47	117,974.41
Water	#53	6,366.70
Capital	#25	170,014.18

The board made a motion to enter into Executive Session to discuss Public Works Department Personnel issues and Recreation Department Personnel issues.

EXECUTIVE SESSION

Following discussion, the Executive Session was adjourned to re-enter regular session by Trustee Cochran, seconded by Trustee Holbrook and was carried unanimously.

ACTION

Action taken as a result of the Executive Session is as follows:

The board made a motion to approve hiring Nathan Myers and Ray Mortimer as laborers in the Public Works Department by Trustee Catalano, seconded by Trustee Cochran and was carried unanimously.

The board made a motion to upgrade Michael Cochrane to Utility Worker effective 4/17/17 on a motion made by Trustee Holbrook, seconded by Trustee Catalano and was carried unanimously.

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

Rebecca J. Jackson
Deputy Village Clerk