

**VILLAGE BOARD OF TRUSTEES
SEPTEMBER 17, 2018 MINUTES**

PRESIDING: Mayor Michael VandeVelde

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

STAFF: Vince Luce, Ed LeBarron, Bonnie Rae Strickland, Andrew Thompson, Jerry Ruch, Chris Reese, Chris Chasse, Andrew Webster, Rob Genthner, Becki Paternosh

PUBLIC: Bill Christ, Barb Brooker, John Douglas, Tyler Miles, Anthony Spann, Dakota Alexander, Kelly Alexander, Andrea Babcock, Town Clerk; Ann Kneer, Tom Vitale, Patterson Library Director

MAYOR/BOARD:

Mayor VandeVelde welcomed everyone and led the Pledge of Allegiance to the Flag. The Mayor also asked for a moment of silence after the pledge to remember and honor former Village Trustee John Ellison who passed away on September 4th.

MINUTES APPROVAL: The August 20, 2018 minutes were approved M. Catalano/D. Lutes and carried.

RESOLUTION 18-2018: The following resolution was approved unanimously on a motion by M. Catalano seconded by R. Cochran and carried.

**VILLAGE OF WESTFIELD
RESOLUTION #18-2018**

AUTHORIZING THE CONSOLIDATION OF THE TOWN OF WESTFIELD AND VILLAGE OF WESTFIELD REGISTRAR OF VITAL STATISTICS FUNCTION UNDER THE TOWN OF WESTFIELD'S REGISTRATION NUMBER

WHEREAS, The Town of Westfield has been assigned by New York State as Vital Statistics Registration District #675, and the Village of Westfield has been assigned by New York State as Vital Statistics Registration District #632, and

WHEREAS, The Town Clerk has requested the approval of the Village of Westfield Board of Trustees and the Town of Westfield Board to formally consolidate the Town and Village into one primary registration district, namely the District of the Town of Westfield under Vital Statistics Registration District #675, and

WHEREAS, the formal consolidation of the Registration Districts would benefit the public by eliminating questions as to which district records should be filed and not result in the loss of services to either municipality,

NOW, THEREFORE BE IT RESOLVED, by the Village of Westfield Board of Trustees that consolidation of the Town and Village Registrar functions under the Town's registration number (Vital Registration District #675) is approved, pending and contingent upon the approvals of all other required entities so involved, including the Town of Westfield Board, Chautauqua County Department of Health and the New York State Department of Health.

RADAR SIGNS: The Board approved the purchase of two radar speed signs from Elan City for the total amount of \$5,829. It was noted by the Treasurer that this purchase will have to come from the Village's contingency fund. A. Holbrook motioned, M. Catalano seconded and the motion was carried.

PROPERTY FOR SALE IN THE VILLAGE: The Mayor asked for an Executive Session to discuss the offer of a sale of available real property in the Village. There was no action taken.

POLICE DEPARTMENT: The Monthly Report for August shows a total of 491 incidents with 112 incidents taking place in the Town of Westfield. There were 14 Penal and Vehicle/Traffic Arrests for August and 71 Vehicle and Traffic tickets issued. 10 of the Vehicle /Traffic tickets were written in Town of Westfield.

The Overtime Report for August shows a total of 17.5 Overtime hours, 2 Court hours and 1 hour of Overtime for the Town for a total of 20.5 hours of Overtime. These reports were approved on a motion by R. Cochran Seconded by D. Lutes and carried unanimously.

RESIGNATIONS: The Board also accepted the resignations of Part-time Police officers Nicholas Munella effective September 18, 2018 and Jacis Blake effective September 11, 2018 on a motion by D. Lutes/M. Catalano and carried.

2013 TAURUS CRUISER SURPLUS PROPERTY: Chief asked the Board to declare the 2013 Ford Taurus as surplus village property on a motion by A. Holbrook/M. Catalano.

The Chief asked for an executive session to discuss the employment history of a particular person in the Police Department at the close of the public part of the meeting.

FIRE DEPARTMENT: The monthly report for August was presented by Chief Jerry Ruch. There were 61 calls in August comprised of nine fire calls, one MVA and 51 EMS calls on a motion by M. Catalano seconded by D. Lutes and carried.

The Chief noted that the Fire Department is frequently getting called out to the Welch Plant due to low water pressure. He asked why the alarm keeps sounding off? Andrew said that the pressure hasn't changed, Ed noted that this issue has occurred before and always had something to do with the plant. The Mayor will send an email to Welch's as there may be new personnel who are not aware of the situation.

Chief Ruch asked for the fire hose from E291 to be declared surplus property as this hose will no longer pass inspection as of 9/17/18. M. Catalano motioned and R. Cochran seconded the motion to declare the E291 Hose as stated by Chief Ruch as surplus Village property. Chief Ruch also requested an Executive Session to discuss a personnel matter that took place between the Village Electric Department and the Fire Department at a call out.

Trustee A. Holbrook inquired about the status of the planning for the handicapped access public bathrooms at the fire hall. He noted that the Westfield Fireman's Exempt Association approved donating \$2,500 to offset the cost of the study. The Village will contact Inscale Architects on behalf of the Fire Department to begin the process.

RECREATION DEPARTMENT: Recreation Director Andrew Webster presented the program report for August noting a variety of upcoming activities and a very high participation rate noting 187 participants in the Fall Youth Soccer league this season. Approved by D. Lutes/M. Catalano and carried.

CODE ENFORCEMENT: Code Officer Bonnie Rae Strickland presented the August 2018 Village Building & Zoning Code Report. Noting there were 3 building permits she issued in the Village for \$150 and 20 Other permits for \$685 for a total of \$835 in permit fees brought in for August.

PUBLIC WORKS DEPARTMENT: Public Works Superintendent Ed LeBarron presented the Monthly/Overtime Report for August noting 15.4 hours of scheduled overtime and 9 call-out hours on a motion by M. Catalano/D. Lutes.

VEHICLE PURCHASES: The Board approved Ed to purchase a 2019 F250 pickup truck for the Water Plant under NYS OGS for \$29,833.48 plus a snow plow for \$4,600 with a not to exceed price of \$34,500.00. It was noted that this purchase is part of the Water Fund's Capital Plan. R. Cochran/D. Lutes and carried.

The Board approved to purchase a 2019 F550 Dump Truck for the Electric Department under the Onondaga Contract for \$60,904.64 plus a snow plow for \$4,700 to \$5,400 with a not to exceed total price of \$66,500. Ed noted this truck will replace two pickups we currently have. D. Lutes/M. Catalano and carried.

The Board approved to purchase a 2019 F550 Utility Truck for use by Water & Sewer Maintenance under the Onondaga Contract for \$63,226.35 with a not to exceed price of \$63,500. D. Lutes/A. Holbrook all voting yes.

The Board approved to purchase a replacement dump body for the Public Works Department under the Onondaga Contract for \$11,062.80 plus a new plow for \$5,700 with a not to exceed price of \$16,800 subject to permissive referendum from the General Fund's Street Department Equipment Capital Reserve. M. Catalano/R. Cochran and carried unanimously.

In other Public Works business, Ed gave a progress report to the Board on the status of the NYS DOT and their requirements with the School Crossing/School Zone and the related Highway Work Permit. There is confusion regarding who is responsible for what as Ed noted inconsistencies with the State and also personnel changes. It was noted that in some instances the state doesn't allow us to do certain things in their right of way and then other times they seem to want us to do the entire project for example, the school crossing.

Ed also requested an executive session after the public meeting session is over to discuss information relating to a current investigation and/or prosecution of a criminal offence committed against village property and equipment.

WATER & SEWER DEPARTMENT: The Board approved the monthly/overtime report for the Water & Sewer Department noting in water there were 1.5 hours of overtime and sewer there were 2.5 hours of overtime worked for August 2018. M. Catalano/D. Lutes and carried unanimously.

Andrew Thompson noted that the sewer plant upgrades project is now basically completed and there is a meeting scheduled for October 2, 2018 at 10am to meet with the engineers and other involved agencies to go over the project. Board members and other staff are invited to attend.

ELECTRIC DEPARTMENT: The Board approved the monthly/overtime report for the Electric Department of 70.5 hours of total overtime worked for August, 42.5 of these hours were for scheduled overtime and there were three callouts totaling 18 hours and 10 hours of extended work day overtime due to substation switching.

The Board approved Urban Engineer's recommendation to the DPW Director that a change order in the amount of \$100,800 in the invoicing from R.T. Logistics was required due to a changed location and the related conditions and additional work required. M. Catalano/A. Holbrook and carried unanimously.

Andrew T. requested an executive session after the public meeting session to discuss the employment history of particular employees in the Sewer and Electric Departments.

TREASURER: No overtime for the Treasurer's Department. The Board approved the financial reports for August that were submitted. A. Holbrook/M. Catalano and carried unanimously.

CLERK: No overtime for Eason Hall for August.

The Board approved the warrants for Jack's Welding service R. Cochran/D. Lutes (M. Catalano Abstained), all others voting yes.

The Board also approved all other warrants as presented M. Catalano/A. Holbrook and carried unanimously.

General Fund	W17	\$33,017.72
Electric	W18	\$28,200.65
Water	W19	\$6,637.55
Capital Proj.		
Parking Lot	W15	\$24,500.90
Capital Proj.	W14	\$37,029.05
Sewer	W18	\$10,012.66
SEWER	W19	\$13,945.90
ELECTRIC	W19	\$63,484.07
WATER	W20	\$13,041.06
GENERAL	W18	\$40,338.74
T&A	W6	\$2,710.72
WATER	W21	\$31,002.88
SEWER	W21	\$8,445.93
WATER	W22	\$5,659.06
SEWER	W22	\$38,000
WATER	W21	\$31,002.88
WATER	W22	\$4,317.95
ELECTRIC	W20	\$22,498.25
SEWER	W20	\$45,846.67

QUESTIONS/COMMENTS FROM VISITORS: Bill Christ suggested that the Village and Town go in together for the NCCR to have a directional sign put up at the corner of N. Gale and Rte. 20.

John Douglas of 127 Bourne Street (Mobile Home Park Owner) complained about a drainage issue in a section of weeds/swamp that is approximately 84' long. Ed knew of the area and will look into the matter.

Tom Vitale, the new Executive Director of the Patterson Library introduced himself to the Board and said he will be regularly attending the Village Board meetings.

EXECUTIVE SESSION: The Board entered into Executive Session motioned by R. Cochran/D. Lutes and carried unanimously.

The Board exited Executive Session on a motion by A. Holbrook/R. Cochran and was carried unanimously.

ACTION AS A RESULT OF THE EXECUTIVE SESSION: The Board approved hiring Drew Beckerink as a part-time Police Officer. A. Holbrook/R. Cochran and carried unanimously.

The Board approved making Robert Burgess, Water/Wastewater Treatment Plant Laborer permanent effective September 18, 2018. R. Cochran/D. Lutes and carried unanimously.

The Board approved Andrew's Thompson's recommendation to promote Dave Robinson from Water/Wastewater Treatment Mechanic A to Sr. Maintenance Mechanic and Ray Mortimer from Water/Wastewater Treatment Plant Laborer to Treatment Plant Maintenance Worker with an effective date to be made at Andrew's discretion. M. Catalano/D. Lutes

ADJOURNMENT

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

Respectfully Submitted by:

Vincent Luce
Village Clerk