

## REGULAR MEETING

July 17, 2023

Present: Deputy Mayor Gardner, Trustees Rajk, Schell, and Schurr, Clerk Allen, Superintendent Evans and Chief Hoffmeister. Mayor Burling was excused.

Others Present: Deanna Wilcox, James Rackl, Lyndsey Rissinger, and Sally Smith

Deputy Mayor Gardner presided

Meeting was open with a salute to the flag.

The minutes from previous meeting of July 5, 2023 were approved as submitted by email.

STREETS/SIDEWALKS – James Rackl of Purdy Avenue had previously approached the board about connecting Linwood Ave. with Commerce Way. He brought the concern again as traffic on Main St. has increased and it makes it difficult to turn off Purdy as well as other streets. There was discussion about land ownership, creating other traffic issues, and required studies. He also brought up that there is a portion of sidewalk that is not connected on Linwood to Purdy. Currently, village code states that it is the property owner's responsibility to maintain/repair the sidewalk in front of their properties. Trustees Rajk and Gardner advised that the village is currently working on updating the Comprehensive Plan as well as an Active Transportation Plan and that maybe some of these concerns could be addressed through either of these. Mr. Rackl was advised that there would be public hearings for the public to attend and speak about both of these plans and to watch for notices on such hearings.

COMMUNITY AFFAIRS – Lyndsey Rissinger of Warsaw Kiwanis updated the board on the progress of Wine in the Valley event that is scheduled for September 9, 2023 that will be held in the downtown area. They plan to bring back the charity grape stomp but have no plans to shut down any streets for the event. Registration will be held at the Moose Club with pour spots in various locations downtown and food trucks will be found throughout the village. Deputy Mayor Gardner thanked her for the update.

STREETS DEPARTMENT PERSONNEL- Received Richard Prusak's letter of resignation due to retirement.

GRANTS: SANITARY SEWER – Received proposal from Corrosion Products and Equipment for Flow Monitoring Study for the Inflow and Infiltration Study Grant.

POLICE DEPARTMENT – Chief Hoffmeister reported that Valley Fest went well. The number of traffic cones were increased this year and helped traffic flow slower and smoother than in the past. He requested a DWI funds placement and to hire Nicholas McGuire as a part-time non-competitive police officer to replace Joel Hulme who was promoted to full-time status in May. Mr. McGuire achieved Eagle Scout, served with the USAF, and will attend academy in the fall. Thank you to Chief Hoffmeister.

RESOLUTION # 137 OF 2023

BUDGET TRANSFERS:

Motion made by Trustee Schell  
Seconded by Trustee Schurr

RESOLVED – That the following requested budget transfers be hereby approved:

| FROM                               | TO                     | AMOUNT   |
|------------------------------------|------------------------|----------|
| A2680( DWI patrol hours reimburse) | A3120.100(Police pyrl) | \$723.54 |

CARRIED

RESOLUTION #138 of 2023

POLICE DEPARTMENT PERSONNEL:

Motion made by Trustee Schurr  
Seconded by Trustee Schell

RESOLVED – That upon recommendation from Chief of Police Hoffmeister approve hiring of Nicholas McGuire for part-time non-civil service Police Officer pending completion of a workplace health exam.

CARRIED

FIRE DEPARTMENT – Chief Wilcox advised that the department now has three certified car seat technicians and will be looking into grants to get equipment to train others.

PUBLIC WORKS PROGRESS REPORT - STREETS - Daily property & grounds maintenance of all village owned properties including, Commerce Way, Wyoming St. Vault, Summit Ave Pump House, Duschen's Pond, Water Storage Tank, Central Garage, Bldg. #2 and Liberty Way, collected bagged grass and leaves daily as scheduled, empty trash cans on Main and W. Buffalo Streets as needed, post carnival tasks, returning garbage dumpsters, cleaning Village Park, gather signage for detours, gather traffic cones, barricades and barrels, finished mowing drainage ditches, water reservoir and Cotton Road headwaters with rented excavator with mower attachment. Cleaned excavator and called off rent, repaired two catch basins and replaced rotted section of drainage pipe on the South end of the village on State Rt.19 at Curtis Road, repaired drainage crossing on Mt. View, replaced 12' of concrete pipe, and preparations for Valley Fest. VILLAGE PARK - Daily grounds maintenance, emptying trash cans, pick up trash, stock/clean Legion Hall as needed for rental, clean/stock restrooms daily, clean Picnic Pavilion daily, mowing/trimming grass daily and as needed, post carnival tasks, assist with drainage repairs, and assist with preparations for Valley Fest. WATER DISTRIBUTION - Daily distribution checks as required, daily stake outs as requested, daily samples of North Water Dist. as required, finals read as requested, continue required Lead/Copper Water Service Survey as time allows, assisted with mowing as needed, assisted with drainage repairs, read books E,F,G and H for billing, and

assisting at Water Treatment Plant with adding a pre-filter chlorination process. WATER TREATMENT PLANT - Daily tests were performed and results recorded, generator ran successfully under load, we currently draw water from the creek feed, water was pumped from Reservoir from 7/3 -7/4, reservoir has required more chemical to treat than is normal this season, water intake screen is cleaned off as necessary, we are preparing to pre-chlorinate water pumped from Reservoir and utilize a Pch-182 coagulant to better treat this raw water; its most challenging this summer season; we experience high finish turbidity and difficulty maintaining a normal free chlorine residual in Clearwell, our plans are both short and long term, and D.O.H. in favor of pre-chlorination of raw water when pumping from reservoir, performed routine housekeeping, building maintenance and mowed the lawn as needed, both Sedimentation Basins flushed and cleaned, one on July 11, other on 12<sup>th</sup>, waste mud pumped into our Lagoons to settle, operation of Village Park Wading Pool and Beardsley pools continue and we disconnected one of two circulator chlorinator water pumps for evaluation by Baileys Electric (Motor and Pump Repair) on 7th. WASTEWATER TREATMENT PLANT - Wash primary and secondary clarifiers, wash rotating arms on bio towers, and mow lawn, clean vacuum switch on pista grit, read electric & gas meters, read and service industrial park lift station, service wastewater pumps in basement, and blowers weekly, set samplers, wash UV channel weekly, wash & grease bar screen, service pista grit, grease and oil, wash aeration tanks, WYCO dumped 52,000 gallons, Kaman and M.W. Controls here repairing speed control on big pumps in basement, repair wheel on lawn mower deck, change blower #1 air filter, change oil in south blower on aeration tanks, M.W. Controls here installing communication cable to new rotork valves, all Trojan in Canada about UV fault, check plant 6/27 10:40 pm heavy rain, speed control off line, check plant 7/2 6 pm rain all day, help STC install clean out risers in yard jet out secondary #2 tele valve with Sam, decant water and transfer sludge to #2 digester, program new sampler, power surge erased program, STC here moving rotork valves in the yard, and remove and unplug pump in lift station by the creek.

#### RESOLUTION #139 OF 2023

##### LEGION HALL:

Motion made by Trustee Schell  
Seconded by Trustee Rajk

RESOLVED – That the following requested use of the legion hall be hereby approved:

Pavilion

Mary Lee Pagliaroli – 8/10/23 – Party - public

CARRIED

TREASURER – Proof of collateral for the month of June 2023 was submitted and ordered filed.

##### MEETINGS:

Village Board Meeting – Mon 8/7 – 6 pm at the Fire Hall

LEGION HALL – There was discussion on the non-profit Legion Hall fee. The cost of maintenance, equipment, supplies and materials, like everything else, have increased as well as wages for premium time when the Legion Hall is used on the weekends when the fee is waived. Therefore, the non-profit fee will remain in effect and no further fees will be waived.

RESOLUTION #140 OF 2023

LEGION HALL:

Motion made by Trustee Schurr  
Seconded by Trustee Rajk

RESOLVED – That the following requested use of the legion hall be hereby approved:

Wyoming County Girl Scouts – 8/21-24/23 – Day Camp – Public w/sign-up  
Warsaw Chamber of Commerce – 4/8/24- Eclipse viewing event – Public

CARRIED

FOOD TRUCKS – With food trucks becoming a popular attraction at events, there was discussion on the licensing of food trucks and fees associated with them setting up within the village limits. The board will defer to the village attorney to determine the process and what's involved in creating a local law and fee schedule for the permitting of food trucks.

RESOLUTION #141 OF 2023

FOOD TRUCKS:

Motion made by Trustee Schell  
Seconded by Trustee Schurr

RESOLVED – That hereby authorize village attorney to start the process of creating a local law to allow for permitting and fees for food trucks.

CARRIED

RESOLUTION #142 OF 2023

BUDGET APPROPRIATIONS:

Motion made by Trustee Rajk  
Seconded by Trustee Schurr

RESOLVED – That the following requested budget appropriation be hereby approved:

|                       |                                        |          |
|-----------------------|----------------------------------------|----------|
| Water Treatment Plant | Replace corroded plug valve(F8330.400) | \$552.86 |
|-----------------------|----------------------------------------|----------|

CARRIED

RESOLUTION #143 of 2023

STREETS DEPARTMENT PERSONNEL:

Motion made by Trustee Rajk  
Seconded by Trustee Schurr

RESOLVED - That letter of resignation from MEO Richard Prusak effective June 25, 2023 be hereby accepted.

CARRIED

RESOLUTION #144 of 2023

DEPOSITORY DESIGNATION:

Motion made by Trustee Rajk  
Seconded by Trustee Schurr

RESOLVED - That Community Bank NA be hereby designated as a Village depository until the next annual meeting of the Board of Trustees and may it further be resolved that Clerk Allen is hereby authorized to open Certificate of Deposit accounts with Community Bank NA.

CARRIED

RESOLUTION #145 of 2023

PARK – SUMMER RECREATION:

Motion made by Trustee Schell  
Seconded by Trustee Schurr

RESOLVED – That the following appointments be hereby approved for the Summer Recreation Program:

Izabelle Phillips – Lifeguard

CARRIED

RESOLUTION #146 OF 2023

GRANTS - SANITARY SEWER:

Motion made by Trustee Rajk  
Seconded by Trustee Schell

RESOLVED – That proposal from Corrosion Products and Equipment for Flow Monitoring Study for the Inflow and Infiltration Study Grant be hereby approved.

CARRIED

RESOLUTION #147 of 2023

STREETS DEPARTMENT PERSONNEL:

Motion made by Trustee Schurr  
Seconded by Trustee Schell

RESOLVED – That approve hiring of Brayden Merritt as Seasonal Laborer beginning July 18, 2023 be hereby approved.

CARRIED

RESOLUTION #148 of 2023

STREETS DEPARTMENT PERSONNEL:

Motion made by Trustee Rajk  
Seconded by Trustee Schurr

RESOLVED – That upon recommendation of Superintendent Evans hereby hire Adam Hotchkiss as MEO pending workplace health exam to fill vacancy left with the retirement of Keith Freeman in February.

CARRIED

RESOLUTION #149 OF 2023

BUDGET TRANSFERS:

Motion made by Trustee Schell  
Seconded by Trustee Schurr

RESOLVED – That the following requested budget transfers be hereby approved:

| FROM                          | TO                             | AMOUNT     |
|-------------------------------|--------------------------------|------------|
| A8745.100(Flood Control pyrl) | A8745.400(Flood Control Cont.) | \$2.420.00 |

CARRIED

RESOLUTION #150 OF 2023

GRANTS – BROWNFIELD OPPORTUNITY AREA:

Motion made by Trustee Rajk  
Seconded by Trustee Schell

WHEREAS, The Village of Warsaw herein called the "Applicant", after thorough consideration, has hereby determined that certain work, as described in its application and attachments, herein called the "Project", is desirable; and

WHEREAS, §970-r of the General Municipal Law authorizes State assistance to eligible parties for Brownfield Opportunity Areas Program grants by means of a State Assistance Contract (the contract); and

WHEREAS, The Village of Warsaw deems it to be in the public interest and benefit to enter into a contract therewith.

NOW, THEREFORE, BE IT RESOLVED BY The Village of Warsaw Board of Trustees  
That the Applicant intends to complete a Brownfield affected site inventory and preliminary analysis to advance future Brownfield Opportunity Area planning within the Village of Warsaw;  
That the Applicant requests funds in the amount of \$130,000, representing no more than 90% of the total Project cost;  
That the Applicant agrees that it will fund the Applicant's 10% share of the Project;  
That the Applicant agrees to complete the BOA Plan in a timely manner and to seek official Designation of the Brownfield Opportunity Area by the Secretary of State upon completion of the BOA Plan; and

That this Authorization take effect immediately.

CARRIED

RESOLUTION #151 OF 2023

VILLAGE EMPLOYEES AND BENEFITS: Justice Errington ROA:

Motion made by Trustee Schell  
Seconded by Trustee Schurr

RESOLVED - That the standard work day for Appointed Official Justice Ronald Errington is hereby established as eight (8) hours and the results of Record of Activities days of 4.58 per month are hereby approved.

CARRIED

RESOLUTION #152 OF 2023

VILLAGE EMPLOYEES AND BENEFITS: Scott Gardner ROA:

Motion made by Trustee Rajk  
Seconded by Trustee Schell

RESOLVED - That the standard work day for Elected Official Trustee Scott Gardner is hereby established as eight (8) hours and the results of Record of Activities days of 1.96 per month are hereby approved.

Trustee Gardner – Abstain  
Trustee Rajk – Aye  
Trustee Schell – Aye  
Trustee Schurr - Aye

CODE ENFORCEMENT – Through the process of working with the County to secure Zoning Services, it has been noted that our current property maintenance law needs to be updated to help facilitate enforcement. The village attorney advised the board to think about what they would like to be enforced, who will do the enforcing and then present three to six items to the Planning Board to discuss and have back to the board by the beginning of September.

#### RESOLUTION #153 OF 2023

#### AUDIT AND PAY BILLS:

Motion made by Trustee Schell  
Seconded by Trustee Schurr

RESOLVED – That the bills be allowed as read; that checks in the payment thereof be issued, that Mayor Burling be and hereby is authorized to sign General Abstract #4 in the amount of \$45,427.98, Water Abstract #4 in the amount of \$3,241.57, and Sewer Abstract #4 in the amount of \$5,486.57.

CARRIED

Moved and seconded to adjourn at 6:46 p.m.

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Lisa A. Allen, Clerk