

REGULAR MEETING
September 18, 2023

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

Others Present: Fire Chief Deanna Wilcox, Sally Smith, Michael Buda, Caitlin Meius of Landmark Society of WNY, Barb Morrissey, Bill Bark, and Patricia Meek.

Deputy Mayor Gardner presided

Meeting was open with a salute to the flag.

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

COMMUNITY AFFAIRS – Michael Buda addressed the board regarding the BR&P Passenger Depot. The Historical Society and other interested citizens have come up with a plan to preserve the depot that is located up on Park Street. He talked about the history of and importance of saving the depot. Historic signs have been going up around the village and this building would fit in well with their plan of creating a walking tour. They need the village to act as a conduit between them and the railroad and are looking for support of the plan. Their goal is to keep the depot in the public and have a plan for a spring removal. Deputy Mayor Gardner advised that Mayor Burling has reached out to the railroad to secure their window of opportunity but is still waiting for a response. Mr. Buda advised that the board can communicate via the Historical Society or Town Supervisor Becky Ryan.

POLICE DEPARTMENT – Received Wyoming Central School revised SRO contract.

PARK – Received request from Wyoming County Youth Bureau to use the Stearns Pavilion for their Stars of Tomorrow program with fee waived.

VILLAGE OFFICE – Received Warren’s Commercial Cleaning Janitorial Services yearly contract renewal.

VILLAGE EMPLOYEES & BENEFITS – Received ESI’s Employee Assistance Program yearly contract renewal.

CODE ENFORCEMENT – Received Planning Board recommendations for proposed Property Maintenance and Food Truck laws.

COMMUNITY AFFAIRS – Letter was sent to Alesia Ackerman in support of the Warsaw Jr. Tigers use of the Ag Center for meetings.

POLICE DEPARTMENT – Chief Hoffmeister received a letter of resignation from part-time officer Lukas Colopy as he has taken a full-time position. St. Michaels will be holding their Fall Fest on September 29th and has requested North St. be closed down.

RESOLUTION #174 of 2023

POLICE DEPARTMENT PERSONNEL:

Motion made by Trustee Schurr
Seconded by Trustee Rajk

RESOLVED – That resignation from Part-time Police Officer Lukas Colopy be hereby accepted effective September 14, 2023.

CARRIED

RESOLUTION #175 of 2023

STREETS:

Motion made by Trustee Rajk
Seconded by Trustee Schurr

RESOLVED – That the closing of North Street from North Main Street to Linwood Ave. for the St. Michael’s Fall Fest to be held on September 29th from 4:00 to 5:00 pm be hereby approved.

CARRIED

FIRE DEPARTMENT – Trunk or Treat returns this year on October 29th at the village park from 4:30 to 7 pm. Chief Wilcox asked for a Fire Committee meeting as there some equipment needs repair. Deputy Mayor Gardner will contact Mayor Burling to schedule.

PUBLIC WORKS PROGRESS REPORT - STREETS - Daily property and grounds maintenance of all village owned properties, including Commerce Way, Wyoming Street vault, Summit Ave pump house, Duschens Pond water storage facility, above ground water storage tank, central garage and building #2, collected bagged grass and leaves daily as scheduled, empty trash cans on Main and W. Buffalo Streets as needed, cleaned/weeded Main Street area, trimmed bushes on the four corners at monument prior to the scheduled “Wine Walk” event. Brought a small crew in Sunday morning to clean up and empty garbage cans, cleaned catch basins and drainage structures on Wyoming Street, prepared for installing a surface treatment on Wyoming Street. Gathered signs, cones barrels needed for traffic control and staged where needed. Distributed “Notices” to Wyoming Street residents alerting them of the surface treatment process scheduled, installed a surface treatment (Fibermat) on Wyoming Street. Improvements on this street will be complete once new signs are installed, picked all signs, barrels, cones used on Wyoming Street, trimmed trees/bushes and removed overgrowth from fence-line in our East Parking lot, lay-out and re-stripe entire lot and reestablished identified handicapped parking areas. Also installed new parking signs as needed continue painting crosswalks and stop bars, washed/cleaned mini excavator and new backhoe, and pushed off/clean up dumpsite. VILLAGE PARK - Daily property and grounds maintenance, empty trash cans, pick up trash, stock and clean Legion Hall and Picnic Pavilion as needed to prepare for rental, clean and stock restrooms daily, mowing and trimming grass as needed, filled voids from tree stump removals with topsoil, cleaned Legion Hall entryway exterior, and assist with preparations to pave Wyoming Street and with traffic control while paving. WATER DISTRIBUTION - Daily distribution checks as

required, daily stakeouts as requested, daily water samples taken in the Town of Warsaw Water District as required, finals read as requested, continue the required Lead Service Line Inventory as time allows, read books A & B for billing, distributed “Red Tags” notice of non-payment, On Sunday, September 3, 2023: We experienced a 4” watermain break in front of 1029 W. Buffalo Street, just East of Brad Street. Depth of watermain, location on a state highway and existing concrete road base all contributed to a very difficult repair. Village crews worked non-stop through the night until repairs were completed and the watermain was restored. Flagging alternating one-way traffic, the entire time repairs were being made. Backfilled and placed cold patch before leaving Sunday night. Tuesday, Sept. 5th, prepared traffic control, prepped the excavated area, and performed restoration work to the road surface on the state highway. Wednesday, September 6th: Confirmed 4” watermain leak in front of 199 Wyoming Street. Called in an emergency stake-out, excavated watermain, exposed small hole in bottom of pipe, prepped pipe and installed 4”x15” repair clamp, flushed watermain and backfilled. Restore shoulder of road with stone, lawn area with topsoil. Thursday, September 14th: Experienced 6” watermain break on State Street. Called in an emergency stake-out, excavated watermain, exposed large hole in top of pipe and several cracks in pipe. Replaced five feet of 6” watermain to make the repair. 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 9/7-9/8, water intake screen is cleaned off as necessary, performed routine housekeeping, building maintenance and mowed the lawn as needed, raw water pump motor starters on order, back lagoon sampled and decanted, and NYS PESH inspectors performed a walk through inspection at Water Plant on September 7th, and ordered “No Exit” and hearing protections signage as a result of inspection. WASTEWATER TREATMENT PLANT - Wash primary and secondary clarifiers, wash rotating arms on bio towers, mow lawn, clean vacuum switch on pista grit, read electric and gas meters, read and service industrial park lift station, service wastewater pumps in basement and blowers weekly, set samplers, wash UV channel weekly, wash and grease bar screen, service pista grit grease & oil, wash aeration tanks, WYCO dumped 8,000 gallons, move sludge in drying bed with skid steer, decant digester #1 and move sludge, Dave attended apprenticeship class at the fire hall and gave a plant tour to his class afterwards, picked up trash at office, ordered new pH meter, replaced inlet air filter on Blower #1, change filter mats on Blower #1&3, ordered more fecal coliform sample bottles from ALS, fix lawn mower deck wheel, Dickson picked up load of sludge, power outage which required check of plant and lift station, New York Rural Water dropped of check for reimbursement of wages, moved sludge in drying bed and an additional power outage which required a check of the plant. GENERAL INFORMATION – Thank you to the Town of Warsaw and Perry for their help on Wyoming Street. Superintendent Evans commended the employee’s dedication during water main repair that occurred over the holiday weekend. NYSDOT plans to start striping next week with previous striping being restored.

PARK – Wyoming County Youth Bureau request for use of Stearn’s pavilion was tabled for more discussion and dates required.

RESOLUTION #176 OF 2023

LEGION HALL:

Motion made by Trustee Rajk
Seconded by Trustee Schurr

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

CCE Wyo Cty 4-H – 11/9/23 – 4-H Recognition Night – private
Lynette Myers – 7/13/24 – Graduation party – private w/alcohol

CARRIED

MEETINGS:

Village Board – Mon 10/2 – 6:00 pm – Fire Hall
Fire Committee – TBD

VILLAGE BOARD AND MAYOR – Trustee Rajk asked to be excused from the October 2nd meeting.

RESOLUTION #177 OF 2023

BUDGET APPROPRIATIONS:

Motion made by Trustee Schurr
Seconded by Trustee Rajk

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

Streets, Sanitary Sewers, and Water Distribution (A5110.400, F8340.400, G8120.400) (10) 360-degree safety lights	\$ 910.00
Streets, Sanitary Sewers, and Water Distribution (A5110.400, F8340.400, G8120.400) Tires for loader	3,406.58
Wastewater – PH meter kit for lab sample testing(G8130.400)	1,854.28
Wastewater – Manhole marker posts(G8130.400)	326.73

CARRIED

RESOLUTION #178 of 2023

POLICE DEPARTMENT: SRO Agreement

Motion made by Trustee Schurr
Seconded by Trustee Rajk

RESOLVED – That authorize Mayor Burling to enter revised contract with Wyoming Central School for the School Resource Officer for remainder of three-year term through school year 2023-24.

CARRIED

RESOLUTION #179 of 2023

VILLAGE OFFICE: Cleaning Services

Motion made by Trustee Rajk
Seconded by Trustee Schurr

RESOLVED – That contract from Warren’s Commercial Cleaning Inc. for cleaning service fee of \$38.00 one-time weekly be hereby approved.

CARRIED

RESOLUTION #180 of 2023

VILLAGE EMPLOYEES AND BENEFITS: EAP contract renewal

Motion made by Trustee Schurr
Seconded by Trustee Rajk

RESOLVED – That annual contract renewal from ESI Group for the Employee Assistance Program for the entire village staff for the period of December 1, 2023 through November 30, 2024 with \$50.00 rate increase be hereby approved.

CARRIED

RESOLUTION #181 OF 2023

STREETS – TRAVEL OUT OF VILLAGE

Motion made by Trustee Rajk
Seconded by Trustee Schurr

RESOLVED – That out of village travel on October 24th and 25th for Trench Rescue and Flagging Traffic training for (8) DPW employees be hereby approved.

CARRIED

RESOLUTION #182 OF 2023

FIRE DEPARTMENT/RESCUE SQUAD:

Motion made by Trustee Schurr
Seconded by Trustee Rajk

RESOLVED – That expense of \$200.00 from A6410.400 for the Warsaw Rescue Squad Trunk or Treat event be hereby approved.

CARRIED

RESOLUTION #183 of 2023

BUDGET TRANSFERS:

Motion made by Trustee Rajk
Seconded by Trustee Schurr

RESOLVED – That the following budget transfers be hereby approved:

FROM	TO	AMOUNT
G2680	G8130.100(Wastewater pyrl) Wage reimbursement	\$4,950.00

CARRIED

RESOLUTION #184 OF 2023

CODE ENFORCEMENT:

Motion made by Trustee Rajk
Seconded by Trustee Schurr

RESOLVED – That hereby authorize the village attorney to draft a Property Maintenance Law based on recommendations by the Village Planning Board and the Board of Trustees.

CARRIED

CODE ENFORCEMENT - The Planning Board and Board of Trustees have reviewed and commented on the draft Food Truck Law and agree to send to the village attorney for his review and comments.

RESOLUTION #185 OF 2023

AUDIT AND PAY BILLS:

Motion made by Trustee Schurr
Seconded by Trustee Rajk

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 #8 in the amount of \$46,084.40, Water Abstract #8 in the amount of \$36,256.19, and Sewer Abstract #8 in the amount of \$7,798.98.

CARRIED

Moved and seconded to adjourn at 6:40 p.m.

Lisa A. Allen, Clerk

