

## **ORGANIZATIONAL MEETING – JUNE 13, 2013**

Mayor Reynolds called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Also present were Deputy Mayor Sutor, Trustees Adamson, Lockhart and VanDeusen, Attorney Caserta, Police Chief Salada, Superintendent Muller and several interested residents. Building Inspector Stevens joined the meeting during the public portion of the meeting. Mayor Reynolds asked that cell phones be silenced during the meeting.

### **APPOINTMENTS TO BE APPROVED**

Mayor Reynolds read the following appointments which were approved by motion of Trustee Sutor, seconded by Trustee VanDeusen and carried.

DEPUTY MAYOR-Timothy Lockhart  
CLERK TREASURER / REGISTRAR-Barbara J. Castilon  
DEPUTY CLERK TREASURER / DEPUTY REGISTRAR-Cynthia J. Tripoli  
DEPUTY CLERK-Donna J. Jeffs  
ATTORNEY-Thomas J. Caserta, Jr.  
BUILDING INSPECTOR-John Stevens  
VILLAGE ENGINEER-Robert Lannon, Conestoga Rovers & Assoc.  
VILLAGE ARBORIST-Jeffery Tower

### **ANNUAL BUSINESS TO BE APPROVED**

Mayor Reynolds then read the annual business items to be approved. Trustee VanDeusen motioned to approve the business items, seconded by Trustee Adamson and carried.

**WHEREAS:** The Board of Trustees hereby authorizes the following:

Official depository of the Village of Youngstown – Key Bank  
Official newspaper – Greater Niagara Newspapers  
Signatures for Village checks – Mayor or Deputy Mayor and the Clerk Treasurer, Deputy Clerk Treasurer or Deputy Clerk  
The Mayor is authorized to approve expenses for Village Officials to attend workshops or other official functions.  
The Department of Public Works is authorized to use the Niagara County group bidding for Village purposes.  
The Superintendent of the Department of Public Works is authorized to issue parking tickets for violations of Village of Youngstown Codes.  
The regular meetings and work sessions of the Board of Trustees shall be held twice a month on the second and fourth Thursdays except during June, July and August when the meeting will be held once a month on dates to be determined as work load dictates.  
Authorization for payment in advance of audit of claims for recurring charges for public utility services, contracts, postage, freight and express charges.  
The mileage allowance for the use of personal vehicles for Village business shall be based on the prevailing IRS rate.  
The Village Clerk Treasurer or Deputy Clerk Treasurer is hereby authorized to invest monies in accordance with the Investment Policy adopted 6/5/95.  
Adoption of the Procurement Policy Guidelines as amended 11/8/12.  
Authorization for petty cash expenditures up to \$40.00 for the purchase of miscellaneous items.

At 7:07 p.m., a motion to close the Organizational Meeting was made by newly appointed Deputy Mayor Lockhart, seconded by Trustee Adamson and carried. Deputy Mayor Lockhart was sworn into office later in the meeting.

Mayor Reynolds asked for public comment. Mark Butera, secretary of the Youngstown Business and Professional Association and co-owner of Anchor Spirits thanked the Board for having the brackets made for flowers and flags to be displayed on the light poles in the business area. He announced a grant was procured for the printing of 25,000 brochures promoting the businesses and events of Youngstown. Mayor Reynolds stated the brochures were passed out at a recent Chamber of Commerce meeting. Mr. Butera

then read a letter from the Association's president Cheryl Butera. Copies of the letter were passed out to those in attendance. The letter requested the Board to take a vigorous and active leadership role in pursuit of Greenway funding and access other available funding sources for further improvement of civic, business and professional life in the Village and referenced the purchase of land with "signature view" at the corner of Main and Lockport Sts. Following the reading, Trustee VanDeusen stated she got the impression from the letter that the Board was not looking into Greenway funds. She went on to say that it may not be on the front burner but to be assured that the Board is trying. She stated the letter was well taken and that she was not insulted by the nudge. Mr. Butera stated the 347 Main St. property is a prime Greenway project but a people moving device for going up and down Water St. has also been discussed by area business people. Mayor Reynolds stated there are two parts to the Greenway funding. A plan had been put together and approved for Greenway consistency only, based on their criteria in 2009. Then you must ask those who did receive Greenway funds to share such funds. Mr. Butera referred to recent news items of some Senators re-focusing plans regarding Greenway. Trustee Adamson added that the Village has a waterfront revitalization plan developed in 2009. He displayed a copy of the three million dollar plan given to him by the later Mayor Riordan's wife, Dottie and stated it covered plans for overlook park and the rebuilding of Water St. Trustee Adamson stated he recently learned from Mike Fox of Fox Boyz Marina there are HERF grant funds available in the amount of \$16.2 million which is sponsored by the New York State Power Authority. Mr. Fox added these funds are similar to Greenway funds but once they are gone, they're gone.

Donna Huggins of Main St. also discussed the 347 Main St. property and asked Mayor Reynolds to give her authority to talk to the owner, Gary Smith. She also would like to work with Trustee Adamson on this endeavor as she has been friends with his wife for years. Mayor Reynolds stated she should talk to Mr. Smith but any decision on the matter would have to go before the Board. Trustee Adamson agreed to work with Mrs. Huggins.

Norman Swann of Brampton Rd. stated he has talked to the Town of Porter regarding the CWM gate receipts and that the receipt distribution should be increased to the host municipalities. He reported discussing the distribution with Assemblywoman Jane Corwin and suggested the Board consider a resolution and ask for the assistance of Senator Maziarz and Assemblywoman Corwin. A discussion took place regarding fund distribution which goes to the Towns of Lewiston and Porter and that the Village does not have an independent means to get these funds other than through the Town. Mayor Reynolds reported the Village of Youngstown receives \$20,000. of CWM monies per year from the Town of Porter. Attorney Caserta suggested the re-writing of the CWM agreement with the State. Both Mr. Swann and Mr. Butera agreed that Youngstown needs to "make more noise". Mr. Butera stated there is a lot of money out there for projects. Mr. Swann discussed the Lew-Port School District financial problems and how CWM funds could help the school. Attorney Caserta stated there are many components to the host agreement and possible independent agreement status for the Village of Youngstown. Trustee Adamson then motioned to have Attorney Caserta write to Senator Maziarz requesting the CWM distribution percentage rate be increased, seconded by Deputy Mayor Lockhart and carried.

Gretchen Duling of Main St. reported on the meeting of the Youngstown Tourism Committee, a civic group with local and county officials as well as Niagara-On-The-Lake representatives and which Mayor Reynolds had asked Mrs. Duling to attend. She reported on events scheduled for December 19, 2013 in regard to the re-enactment of the attack and burning of Fort Niagara, two hundred years ago. Grant funds have been applied for and Mrs. Duling asked that the committee be recognized as an official group. Deputy Mayor Lockhart discussed the need to address by-laws. Mrs. Duling suggested a funding line in the Village budget for this committee. Mayor Reynolds stated the group has been working hard and this event is just the first for the Tourism Committee in an effort to get tourists to the area. He stated they will be brainstorming for future events.

Ann Johnston of Lockport St. addressed the Board on the need to replace her pool liner and a brief discussion took place regarding the need for a permit and details thereof.

Mrs. Johnston made a suggestion to re-name Lions Park to Young Park as Ken Young has provided repair work to it as well as a second Village park.

Jack Bush of Third St. discussed electrical/utility poles in the Village.

Building Inspector Stevens arrived after the start of the Board meeting but submitted his monthly report for May. Seven permits were issued for work valued at \$39,079.00 and \$225.00 in fees were collected. Inspector Stevens stated he has been getting prices for signage for vacant homes/buildings which would alert firefighters, DPW crew members or others who may need to enter if it is safe or not. Price quotes ranged in the \$1,000.00 level but Mr. Stevens will make them for approximately \$200.00, the cost of materials. He also reported State Inspector Kumar will be meeting with him to discuss a long and on-going vacant property problem. Deputy Mayor Lockhart reported he has been alerted of upcoming State changes for Building Inspectors who may be named Code Enforcers and go from part time positions to full time positions. A discussion took place regarding possible options if the changes are made by the State and possible shared services be considered with the Town of Porter. Building Inspector Stevens will keep the Board updated as State changes occur. Deputy Mayor Lockhart alerted the Board of Inspector Stevens' increased cell phone bill as he uses his own phone for Village business. Deputy Mayor Lockhart suggested a stipend for the added expense or a Village cell phone be obtained. Inspector Stevens will review his phone bill history and Mayor Reynolds stated the Board would work with him regarding the phone situation.

Police Chief Salada submitted his May report. 190 patrol hours worked, 1,654 patrol miles logged, 21 Village calls, 10 Town of Porter calls, 13 calls outside the Village, 12 UTT's issued, 9 parking tickets issued and 5 arrests were made. He reported attending the Youngstown Business Association's dinner meeting this week with Sargent Schuey where they spoke and addressed concerns of the business owners. Chief Salada stated it was a very nice evening. The Chief then publically thanked the Fire Department, the Mayor and Superintendent Muller for accommodating the Lew-Port senior class day participants when rain stopped their outdoor lunch. The Youngstown Fire Hall was used as well as Vets Park and the event was enjoyed by all. Mayor Reynolds stated the event may be scheduled at the Fire Hall next year also as it borders on Vets Park and was such a success.

DPW Superintendent Muller submitted his report. No overtime hours were worked and 55.86 tons of garbage collected. He also reported working on guardrail replacement after a recent accident. Sidewalk work has also been completed.

Attorney Caserta will address items as they come up during the meeting.

The minutes of the May 23, 2013 meeting were approved by motion of Trustee Adamson, seconded by Trustee VanDeusen and carried.

### **CORRESPONDENCE**

1. Utility taxes received from Vonage-\$6.36. Niagara County Sales tax revenue for April-\$29,512.34, up \$378.95 from the same time period last year. So noted.
2. Summer concert series to begin on Friday, June 14, 2013 from 7:00 – 9:00 p.m. with Custode & Parisi performing. Concert schedules are available at the Village Hall and various Youngstown businesses. So noted.
3. Fourth annual street dance sponsored by the Youngstown Business Association will be held on Thursday, June 20, 2013 from 6:00-10:00 p.m. at the Main St. business district. Main St. will be closed from Lockport St. to Hinman St. So noted. Mayor Reynolds stated this is a good event. Trustee Adamson stated he has talked to Bob Trunzo and port-a-potties will be courtesy of Modern.
4. West Nile Virus data received from Niagara County Department of Health. Flyers may be found on the Village Center bulletin board or for more information, call 439-7444. So noted.

## **AGENDA**

1. The Abstract of Audited Vouchers for period ending May 31, 2013 – General Fund - \$45,165.96, Water Fund-\$10057.44, Sewer Fund-\$1,803.31 and Trust Agency-\$183.02 and for the period ending June 13, 2013 -General Fund - \$48297.99 Water Fund –\$985.64, Sewer Fund - \$558.55 and Trust Agency-\$750.00 were approved by motion of Trustee Suitor, seconded by Trustee Adamson and carried.
2. Tabled from 5/23/13 meeting: Water shut off for non-payment of water bills was discussed. Attorney Caserta advised the Board that the Village currently has the authority to do water shut offs as per the Village Code Book. Deputy Mayor Lockhart motioned to not shut off water for non-payment but instead put the charges on the resident's tax bill, seconded by Trustee Adamson and carried.
3. Tabled from 5/23/13 meeting: Authorization for the Mayor to sign the Lewiston Water Pollution Control Center sewer agreement. The Board agreed to table the matter again until further information is obtained.
4. Mayor Reynolds discussed a sign-out procedure for local organizations wanting to use Village tables, chairs and associated items. Superintendent Muller suggested using a work order form which is multi-copy and provides space for writing the items, the count and signature space. The Board agreed to use such forms to keep a record of what items are borrowed and returned.
5. Authorization for Deputy Clerks to attend the Niagara County Municipal Clerk's meeting on June 20, 2013 was made by motion of Trustee VanDeusen, seconded by Deputy Mayor Lockhart and carried.
6. Authorization for the Mayor to sign the contract agreement between the Village and Youngstown Free Library was made by motion of Trustee Suitor, seconded by Trustee Adamson and carried.
7. The next Village Board meeting is scheduled for July 18, 2013 at 7:00 p.m. Only one meeting per month is scheduled for the summer months with two meetings per month starting again in September.

## **OLD BUSINESS**

Trustee Adamson discussed the matter of the Village parking lot near the river which he stated is the only municipal lot that is not paved or striped. He stated the need for large concrete stops to prevent cars from driving into the water. A brief discussion also took place regarding flower pots at the site. Trustee Adamson then motioned to pave the lot at the waterfront, seconded by Trustee VanDeusen and carried.

## **NEW BUSINESS**

Mrs. Duling asked who owned the stairway to the waterfront as it had been broken after the recent single car accident. Mike Fox stated he believed the stairway belongs to the marina and will investigate further.

## **REPORTS**

Trustee Adamson reported three Nancy Price Scholarships were given out to graduating students, one \$1,000. and two in the amount of \$500. He also reported Gary and Elizabeth Beatty, Gary Brennan and his wife and Aaron Dey and Jane Price will re-open the Dory under the name of Dory Trading Post.

Mayor Reynolds asked if there was any news regarding Mr. Dey's earlier sailboat ride venture to benefit the Historical Museum. Trustee Sutor stated there have been no updates.

Trustee VanDeusen reported attending two meetings, one being the LOOWRAB meeting where the Army Corp of Engineers findings were discussed. A discrepancy regarding leakage data occurred when the Army Corp of Engineers found no leakage while LOOWRAB did find leakage. The second meeting Trustee VanDeusen attended was a re-organizational meeting of RRG. April Fideli will be the president. Concerns of CWM expansion and possible legal action were discussed.

Deputy Mayor Lockhart reported Niagara County is offering meetings for emergency evacuation plans. Drainage discussions with Superintendent Muller have taken place with focus on problem areas in the Village. Deputy Mayor Lockhart also discussed parking on Water St., suggesting no overnight parking and two hour parking at the area.

A discussion took place regarding the North Dock access. Mayor Reynolds suggested the discussion continue at a later date once questions brought up could be answered.

Mr. Butera addressed possible diagonal parking on Lockport St. Building Inspector Stevens stated there are no DOT guidelines for such parking. The matter will be reviewed further.

Trustee Adamson suggested a letter be sent to the Niagara County IDA in support of Mark Fox's business venture. Deputy Mayor Lockhart motioned that a letter of support from the Village Board be sent to the IDA supporting Mr. Fox's jet boat business, seconded by Trustee VanDeusen and carried. Trustee Adamson stated he will draft the letter.

With no further business, Trustee Sutor motioned to adjourn the meeting, seconded by Trustee Adamson and carried. The meeting ended at 9:10 p.m.

Respectfully submitted,

Barbara J. Castilon  
Clerk Treasurer