

Village of Youngstown

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APRIL 18, 1854

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Village of Youngstown Board of Trustees Minutes – December 14, 2017 *Approved January 11, 2018*

PRESENT

Mayor Raleigh Reynolds, Deputy Mayor Timothy Lockhart, Trustee Stu Comerford, Trustee Steven Zastrow, Trustee Timothy Adamson, DPW Superintendent Todd Muller, Police Chief Michael Schuey, Building Inspector John Stevens, Engineer Robert Lannon, Grant Writer Bernie Rotella, Deputy Clerk Amy Freiermuth.

CALL TO ORDER

The regular meeting of the Village of Youngstown Board of Trustees was called to order at 7:00 p.m. with the Pledge of Allegiance.

CERTIFICATE PRESENTATIONS

Mayor Reynolds presented a Certificate of Achievement to Timothy Wilkesmore on his retirement from the Village of Youngstown Department of Public Works after serving the Village for 34 Years.

Mayor Reynolds presented a Certificate of Appreciation for Timothy Adamson who has served as Trustee on the Village Board for the past 7 Years. Mr. Adamson will be sworn in as a Councilmember for the Town of Porter to begin his term in January.

PUBLIC COMMENT

The meeting was opened for public comment. River Road resident James Hildreth asked the Board if there were any recent developments (within the last 6-8 months) regarding the Old Cold Storage property. Mayor Reynolds replied that there have been no formal developments within that timeframe. With no further comment, the meeting continued with departmental reports.

DEPARTMENTAL REPORTS

POLICE

Chief Schuey stated he submitted his report to the board and had nothing further.

DEPARTMENT OF PUBLIC WORKS

Superintendent Muller stated that the new dump truck has arrived and new plates will be installed soon. He stated he submitted his report to the board and had nothing further to report.

BUILDING INSPECTOR

Building Inspector Stevens stated he submitted his report to the board and had nothing further.

ENGINEER

Engineer Lannon stated that he had spoken with Grant Writer Rotella earlier and was working with him to verify that any paperwork needed for the DASNY grant would be taken care of. He had nothing further to report.

GRANT WRITER

Grant Writer Rotella informed the Board that the Village did not get the CFA Youngstown Park Improvement Project grant. He stated he was continuing to work on the Waterline Project submission for DASNY. He asked the Board to think about priorities for the Greenway project as the sidewalk project costs have doubled. He stated that the balance of the Electronic Sign funds should be utilized on a new project.

Grant Writer Rotella stated that the signed contract for National Grid needed to be filed for the 80/20 match and suggested that the board go with the payment plan of \$199 for 12 months. The contract is through Lime Energy.

Trustee Zastrow asked Grant Writer Rotella if he had everything he needed for the Waterline Project submission. Grant Writer Rotella stated that he has submitted what was requested and then is asked to submit different items. He is working with the Clerk’s Office and if needed, the Engineer, to submit everything again in hopes that it is accepted as an entire package.

ATTORNEY

Attorney Caserta stated that he has sent correspondence to the Villa regarding the water dispute/billing. He explained that the Villa’s lawyer was out for a period of time and may be retiring, but he will continue to follow through with them regarding payment.

MINUTES

A motion to approve the November 9, 2017 minutes as presented was made by Trustee Adamson and seconded by Trustee Comerford. All in favor, motion carried.

CORRESPONDENCE

COMMUNITY CHRISTMAS BASKETS

Saturday, December 16, the distribution of the Youngstown Community Christmas Baskets will take place. Noted.

HOLIDAY HOURS

The Village Offices will be closed December 25 and 26 for Christmas. The offices will close at noon on December 29 and will be closed on January 1 for New Years. Noted.

AGENDA

ABSTRACT

Abstract of Audited Vouchers for period November 10, 2017 – December 14, 2017:

General -	\$154,744.13
Water -	\$ 0.00
Sewer -	\$ 4,184.13
Trust -	\$ 4,525.00
Total:	\$163,453.70

A motion was made to accept the Abstract of Audited Vouchers as presented by Trustee Zastrow and seconded by Trustee Comerford. All in favor, motion carried.

WATER RATE INCREASE

Proposed rate increases for water and sewer effective for the January 1, 2018 billing:

Water will be billed at: \$3.65 per 1000 gallons (an increase of \$0.30 / 1000)
Sewer will be billed at: \$5.37 per 1000 gallons (an increase of \$0.05 / 1000)

A motion was made to approve the water/sewer rate increase as presented by Trustee Adamson and seconded by Trustee Lockhart. All in favor, motion carried.

Mayor Reynolds stated that the public hearing on the rate increase took place in November. The increase is a pass-through from the County for \$0.30 and also from the Sewer Treatment Plant for \$0.05. Trustee Zastrow also stated that the sewer treatment rate actually went up almost a year ago and the Village did not include the increase at that time.

YOUNGSTOWN LABOR DAY COMMITTEE

Mayor Reynolds stated that the Board needed to appoint the Youngstown Labor Day Parade Committee and that the nominated members include:

Cathy Pasquantino - Chair
Tom Pryce - Vice Chair
O.C. Allen
Mike Clark
Debra Comerford
Aaron Dey
Sue McNaughton
Miss Jane Price
Garda O'Keefe
Sheila Tubinis
David Truesdale
Raleigh Reynolds - Board Liaison

A motion to approve the committee as presented was made by Trustee Comerford and seconded by Trustee Zastrow. All in favor, motion carried.

BUILDING USE REQUESTS

Request from Riverview Fitness to hold Silver Sneakers Classic Class on Monday, Wednesday and Thursday from 10:00 – 11:00 a.m. in the Cora Gushee Room, January 2018 – December 2018.

Motion to approve as requested made by Trustee Adamson and seconded by Trustee Lockhart. All in favor, motion carried.

Request from the Town of Porter Recreation Department to hold Chair Yoga on Tuesday from 9:15 -10:45 a.m. and Adult Yoga on Wednesday from 6:15-7:45 p.m., January –December 2018.

Motion to approve as requested made by Trustee Lockhart seconded by Trustee Comerford. All in favor, motion carried.

Request from Fitness First (Linda Traver/Fredericka Dean) to hold Aerobics Classes on Tuesday and Thursday from 9:00 – 10:00 a.m. in the Gym, January – December 2018.

Motion to approve as requested made by Trustee Adamson and seconded by Trustee Lockhart. All in favor, motion carried.

ANNOUNCEMENT

The next Village Board Meeting will be Thursday, January 11, 2018 at 7:00 p.m. Noted.

OLD BUSINESS

None to report.

NEW BUSINESS

NATIONAL GRID LIGHTING GRANT

Trustee Adamson recommended that the Board move forward to upgrade the lighting in the building utilizing a National Grid grant that covers 80% of the expense (with a 20% match from the Village). He stated that the Village can pay for this expense in payments of \$199.00 per month for twelve months, which is what he suggests. National Grid will install the lighting. The Historical Society will be installing new fixtures that are “more period correct”, which they will pay for, in anticipation of the new bulbs received from the program.

A motion to approve the lighting upgrade via the National Grid grant was made by Trustee Adamson and seconded by Trustee Zastrow. All in favor, motion carried.

TRUSTEE RESIGNATION

A motion was made to approve the resignation of Trustee Adamson (with regret) effective December 29, 2017 by Trustee Lockhart and seconded by Trustee Zastrow. All in favor, motion carried.

REPORTS

Mayor Reynolds announced that the Village Board will enter into a work session immediately following the regular board meeting. He also stated that immediately following the work session, the Village Board will enter Executive Session to discuss personnel and litigation matters.

CHRISTMAS IN THE VILLAGE

Trustee Comerford stated that Christmas in the Village was a success and will be scheduled for the second Saturday of December in 2018. He thanked all parties that were involved including Trustee Adamson, the Historical Society, Youngstown Lions, the DPW, the Recreation Department, the Library and Santa. Trustee Adamson echoed Trustee Comerford. He stated it has been a pleasure working with the Village on this event. Mayor Reynolds thanked both Trustee Adamson and Trustee Comerford for their hard work on the event.

AUDITOR’S REPORT

Trustee Zastrow stated that the Board needs to reconsider the rates for water and sewer based upon the auditor’s report. Mayor Reynolds stated that he is currently looking into this matter and can further discuss this during the work session.

Trustee Lockhart and Mayor Reynolds had nothing further to report.

PUBLIC COMMENT

Mayor Reynolds asked if any members of the public had anything further to discuss. No further comment.

ADJOURN REGULAR SESSION / ENTER INTO WORK SESSION

A motion was made by Trustee Adamson and seconded by Trustee Comerford to adjourn the regular board meeting and enter into a work session at 7:23 p.m. All in favor, motion carried.

Minutes for the work session are under separate cover.

ADJOURN WORK SESSION / ENTER INTO EXECUTIVE SESSION

A motion was made by Trustee Adamson and seconded by Trustee Comerford to adjourn the work session and enter into executive session at 8:11 p.m. All in favor, motion carried.

ADJOURN EXECUTIVE SESSION / ENTER INTO REGULAR SESSION

A motion was made by Trustee Lockhart and seconded by Trustee Zastrow to adjourn the executive session and enter into regular session at 8:27 p.m. All in favor, motion carried.

COMPLAINT AGAINST CHEMICAL WASTE MANAGEMENT / DEC

A motion was made by Trustee Zastrow whereas the Village is in support of Ms. Witryol's complaint (against Chemical Waste Management and the New York Stated Department of Environmental Conservation) and further that the board will investigate the possibility of filing paperwork in the lawsuit to intervene as a party after investigation by the Board's Attorney and further consideration by the Board.

Ms. Witryol asked if the board would be meeting again prior to the end of the year to make a decision. Trustee Zastrow stated that if needed, the board could meet again. Ms. Witryol asked if the board would be willing to designate a member to authorize the signing of the papers if Attorney Caserta recommended doing so. Attorney Caserta stated that it could be done, but the entire Board could be polled electronically to move forward.

A second on the motion was made by Trustee Comerford. Trustee Adamson stated again that he recused himself. With no further discussion, all in favor, motion carried.

ADJOURN REGULAR SESSION / ENTER INTO EXECUTIVE SESSION

A motion to adjourn the regular session of the board and enter into executive session at 8:31 p.m. was made by Trustee Adamson and seconded by Trustee Lockhart. All in favor, motion carried.

ADJOURN EXECUTIVE SESSION / ENTER INTO REGULAR SESSION

A motion to adjourn the executive session and enter into regular session at 9:28 p.m. was made by Trustee Lockhart and seconded by Trustee Adamson. All in favor, motion carried.

EMPLOYEE APPOINTMENTS

A motion was made to appoint Wendy Brown as the Village Clerk-Treasurer with the same pay rate as the former Clerk-Treasurer pending Civil Service approval by Trustee Adamson and seconded by Trustee Zastrow. All in favor, motion carried.

A motion was made to appoint Amy Freiermuth as the Village Deputy Clerk-Treasurer with the same pay rate as the former Deputy Clerk-Treasurer pending Civil Service approval by Trustee Lockhart and seconded by Trustee Comerford. All in favor, motion carried.

CONTRACT APPROVALS

A motion was made for the DPW Superintendent to enter into contract with Angry Beaver Tree Services in the amount of \$3600.00 for the removal of the Ash, Elm, Locust and White Fur trees at 723 Main Street by Trustee Lockhart and seconded by Trustee Comerford. All in favor, motion carried.

A motion was made to enter into contact with ALPS Elevator Inspection Services for \$212.00 annually by Trustee Zastrow and seconded by Trustee Adamson. All in favor, motion carried.

FINANCIAL DECISIONS / DISCUSSION

A motion was made to remove Cynthia Tripoli as an authorized signature for the Village on all financial accounts and to authorize Amy Freiermuth as an authorized signature for the Village on all financial accounts by Trustee Zastrow and seconded by Trustee Comerford. All in favor, motion carried.

A motion was made to cancel the existing Sam's Club credit card held in Cynthia Tripoli's name and to issue a Village Sam's Club Credit card to Wendy Brown and Amy Freiermuth by Trustee Adamson and seconded by Trustee Zastrow. All in favor, motion carried.

A motion was made to transfer \$110,000.00 from the NY Class General Account to the General Account Ledger for the Village (held by KeyBank) by Trustee Lockhart and seconded by Trustee Zastrow. All in favor, motion carried.

Mayor Reynolds stated that a memo will be issued to all department heads that states that any purchase over \$250.00 needs board approval prior to the purchase until further notice

Trustee Zastrow questioned the revenue numbers for sewer on the auditor's report. Trustee Lockhart stated that he felt that the gallonage numbers that were estimated were highly inflated. He stated he has always used 35 million gallons annual flow as the average for the Village. In the report, the number is 45 million gallons, thus increasing the expected revenue. It was not clear how the 45 million gallons amount was generated. Concern was raised regarding the money that should have been set aside for sewer and water payments including the money that should have been set aside for payment to the Town of Porter and the waterline project income generated under the "water other" charge in the amount of about \$40,000.00. Trustee Lockhart stated that this will be investigated by the Clerk-Treasurer's office in conjunction with the Board. Mayor Reynolds stated that it will take time to investigate, but will keep the board informed of the progress.

Trustee Zastrow asked about the revenue for cell towers within the Village. Deputy Clerk-Treasurer Freiermuth informed the board that a request had been received to install another antenna in the Village. Trustee Lockhart stated that there is a moratorium on cell towers within the Village and that he would discuss this request with Building Inspector Stevens.

ADJOURN REGULAR SESSION

With no further topics to discuss for the evening, a motion to adjourn the meeting at 9:50 p.m. was made by Trustee Lockhart and seconded by Trustee Comerford. All in favor, motion carried.

Submitted by
Amy L. Freiermuth
Deputy Clerk-Treasurer