



INCORPORATED:  
APRIL 18, 1854

# Village of Youngstown

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## Village of Youngstown Board of Trustees Minutes -- January 25, 2018

### **PRESENT:**

Mayor Reynolds, Deputy Mayor Lockhart, Trustee Comerford, Trustee Zastrow, Trustee Fox, Attorney Caserta, DPW Superintendent Muller, Building Inspector Stevens, Engineer Keyser, Clerk-Treasurer Brown.

**Absent:** Grant Writer Rotella, Police Chief Schuey

### **CALL TO ORDER**

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

### **PUBLIC COMMENT**

The meeting was opened to the public. There were no comments.

### **DEPARTMENTAL REPORTS**

**POLICE:** No report

### **DEPARTMENT OF PUBLIC WORKS**

Superintendent Muller turned in his report. He also advised the Board that there were sewer problems on Third Street that were cleared. They have been using the camera to inspect the sewers, and checking man holes. They continue to work on making benches and have taken down the Christmas lights. Angry Beaver will be cutting the trees down that were designated by the Village on Saturday January 27, 2018. Superintendent Muller will check on the status of the lighting project with National Grid. Mayor Reynolds advised he has noticed the lights on at the Basketball court at night. Superintendent Muller advised he will double check and ensure they are off.

### **BUILDING INSPECTOR**

Building Inspector Stevens reported that he completed his recertification class. There is a new requirement that states someone must be designated as a crowd manager. For every 250 people, 1 person must be assigned. Homeland Security has coordinated the effort and placed it with the Code Enforcement Officer. Building Inspector Stevens felt that he would coordinate this with the Village Police, Village Fire Department, DPW Superintendent and contact person of the event. Building Inspector Stevens will coordinate bringing these groups together and mapping out a plan to implement. Mayor Reynolds advised he would contact the Fire Department to obtain who their representative will be.

### **ENGINEER**

Greg Keyser attended for Engineer Lannon. Engineer Keyser reported on the LWRP. The draft document was sent to the State in 2016 for review. The project manager we have had for the last three years has been replaced. There was a conference call on January 24<sup>th</sup> with Engineer Keyser, Deputy Mayor Lockhart, Clerk-Treasurer Brown, Deputy Clerk-Treasurer Freiermuth and the new project manager Valeria Ivan to review

the status of the project. The contract is set to expire next month, an extension was asked for but will not be granted. It only means the money from the grant stops. The MWBE portion of the grant is proving to be somewhat of a problem. Engineer Keyser suggested a meeting with himself, Mayor Reynolds, Deputy Mayor Lockhart and Grant Writer Rotella to discuss the options we have. He has also put a call into the former project manager to see if she can offer any assistance with this.

**GRANT WRITER**

Absent

**ATTORNEY**

Attorney Caserta advised that the Village Law regarding prior notice must be followed before any action against the Village. In speaking with the Attorney for Lewiston, this has become somewhat of an issue in a lawsuit they are involved in. Attorney Caserta is recommending that the Village adopt this into our code. He has a draft he is working on and will prepare this for a public hearing. The Board was in agreement.

**MINUTES**

A motion to approve the January 11, 2018 minutes as presented was made by Trustee Zastrow, seconded by Trustee Comerford. All in favor, motion carried.

**CORRESPONDENCE:** None

**AGENDA**

**ABSTRACT OF AUDITED VOUCHERS**

Abstract of Audited Vouchers for the period of January 12, 2018-Janauray 25, 2018.

General:	\$ 44,929.52
Water:	\$ 0.00
Sewer:	\$ 328.25
<u>Trust:</u>	<u>\$ 0.00</u>
Total:	\$ 45,257.77

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

**YYC CAN AM CHALLENGE REGATTA**

Request from Youngstown Yacht Club Can Am Regatta Commodore to limit vehicular access to Water Street for the weekend of the event – July 27-29, 2018. Tenting on the north Village park and use of the Village North docks are also requested.

Motion to approve as requested with the addition that there be Boat Launch access was made by Trustee Zastrow, seconded by Deputy Mayor Lockhart. All in favor, motion was carried.

**BUILDING USE REQUEST(S)**

Request from the Friends of the Youngstown Free Library to use the gym for their bi-annual book sale. Requesting the Spring Sale dates of Monday, April 23-Saturday, April 28 and the Fall Sale dates of Monday, October 29-Saturday, November 3, 2018. Recreation Director Cudmore has approved use of the gym for these dates.

Motion to approve as requested was made by Deputy Mayor Lockhart, seconded by Trustee Zastrow. All in favor, motion was carried.

Request from the Town of Porter to use the gym on Wednesday evenings from 6:15 p.m. until 7:45 p.m. for community yoga class. The class has been held (with Board approval) in the Cora Gushee room, but currently there are more participants than room. Recreation Director Cudmore has approved use of the gym for this timeframe.

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

Request from Michael Schuey with Pal Basketball to use the gym on Thursday nights from 5:00 p.m.-6:00 p.m. beginning February 1- March 31, 2018. Recreation Director Kim Cudmore has approved the use of the gym and insurance is on file.

Motion to approve as requested was made by Deputy Mayor Lockhart, seconded by Trustee Fox. All in favor, motion was carried.

Request from the Youngstown Garden Club to use the parking lot on Saturday, June 2, 2018 from 9:00 a.m. until 2:00 p.m. for their annual plant sale.

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

Request from the Youngstown Free Library to host “Dessert and Wine in the Stacks” on Friday, April 13, 2108 from 6:00-8:00 p.m. Also requested is the approval of a one-time Temporary Beer and Wine Permit to serve wine that evening.

Motion to approve the request and authorize Mayor Reynolds to sign the permit was made by Trustee Comerford, seconded by Trustee Fox. All in favor, motion carried.

#### **ANNOUNCEMENT**

The next Village Board Meeting will be February 8, 2018 at 7:00 pm. So noted.

The Village Board will enter into a work session immediately following the regular Board Meeting. Immediately following the work session, the Village Board will enter into Executive session to discuss personnel and litigation matters. So noted.

**OLD BUSINESS:** None

#### **NEW BUSINESS**

Deputy Mayor Lockhart distributed an update from the Youngstown Lions Club for their plans this year in Lions Park. They have received their 501c3 status for the Lion’s Park Foundation. They have submitted a proposal to the Board for enhancements to the park. They will borrow equipment and use millings to install a walking path. The Board discussed several issues including insurance, and the fact that millings are in a solid state at this time. The Board will review the proposal and this will be on the Agenda for the next Board meeting.

Deputy Mayor Lockhart asked Superintendent Muller if it was possible to have another brush pick-up day as the winds have knocked many branches down. Superintendent Muller advised it is possible, they will try to decide on a date and if the weather cooperates take the salters off the truck and do a brush pick up.

Deputy Mayor Lockhart advised that he attended a meeting with Jonathan Shultz with Niagara County Emergency Management. The Lake levels are 11 inches higher now than this time last year. The same regulations will be in effect this year so the potential for flooding and damage is the same as last year. Deputy Mayor Lockhart

drafted a letter to send to all residents in the Village that may be affected. There are also sand bags available, and Deputy Mayor Lockhart feels the DPW should obtain bags to have for residents to take if needed. They would be stored in a central location and the residents would be responsible for moving them. The Board was in favor of this.

#### **BOARD REPORTS**

Mayor Reynolds reported that he and Deputy Mayor Lockhart and Trustee Zastrow attended the dedication at Fort Niagara for their new fire trailer. The fire trucks cannot fit through the gate to the castle and therefore, if there was a fire, it would take a great deal of time and effort to get hoses to the fire. The tanker has a generator and hoses on it and will be a vital piece of equipment.

No further reports

#### **PUBLIC COMMENT**

The meeting was opened to the public again with no comments.

#### **ADJOURN REGULAR SESSOION/ENTER INTO REGULAR SESSION**

A motion was made by Deputy Mayor Lockhart and seconded by Trustee Comerford to adjourn the regular Board meeting and enter into a work session at 7:47 p.m. All in favor, motion was carried.

*Minutes for the work session are under separate cover.*

#### **ADJOURN WORK SESSION/ENTER INTO EXECUTIVE SESSION**

A motion to adjourn the work session and enter into Executive Session was made by Trustee Zastrow and seconded by Trustee Fox at 9:29 p.m. All in favor, motion was carried.

#### **ADJOURN EXECUTIVE SESSION**

A motion was made by Trustee Comerford and seconded by Trustee Zastrow to adjourn Executive session at 10:02 p.m. All in favor, motion was carried.

Submitted by,

Wendy J. Brown  
Clerk Treasurer