

Village of Youngstown

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APRIL 18, 1854

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Village of Youngstown Board of Trustees Minutes – November 14, 2019

PRESENT: Mayor Reynolds, Deputy Mayor Lockhart, Trustee Comerford, Trustee Zastrow, Trustee Fox, Attorney Caserta, Superintendent Muller, Chief Schuey, Engineer Lannon, Clerk-Treasurer Brown. **ABSENT:** Grant Writer Rotella.

CALL TO ORDER

The regular meeting of the Board of Trustees was called to order at 7:02 p.m. by Mayor Reynolds with the Pledge of Allegiance.

PUBLIC COMMENT--all comments shall be kept to 3 minutes and directed to the Village Board of Trustees.

Mayor Reynolds opened the meeting to public comment. With no public comment Mayor Reynolds moved to departmental reports.

DEPARTMENTAL REPORTS:

POLICE: Chief Schuey turned his monthly report in. Chief Schuey reported that Halloween patrols went well and candy was handed out from the car due to the weather.

DEPARTMENT OF PUBLIC WORKS: Superintendent Muller reported that his department was working on leaf pickup and had to switch to plowing. The DPW will resume leaf pickup when allowable. Superintendent Muller reported that there had been several repairs to the DPW trucks as well. Mayor Reynolds asked about the odd smell in the Village Center. Superintendent Muller advised that they have been trying to locate the source and will be working on the issue. Trustee Comerford thanked the DPW for the plowing of the roads and sidewalks so timely as it was a large snowfall.

ENGINEER: Engineer Lannon reported that the proposal for the REDI program is in the hands of the Board. GHD can prepare the engineering report with the REDI template to be submitted prior to the February 2020 deadline. Engineer Lannon explained that the \$2.1 million for 700 feet of shoreline from the Jet Boat northward. However, there is 1600 feet that needs protection to cover with those funds. Engineer Lannon stated that the cost of the report is \$45,000.00 with another \$15,000.00 for the geotechnical aspect of the project. The Village will have to cover 5% or \$105,000.00 towards the project. Deputy Mayor Lockhart commented that another issue may be getting construction crews

as the time line is very short and this will be a late bid. Mayor Reynolds stated that the project starting in time for spring is dependent upon everything falling into place without any issues. Mayor Reynolds stated a backup plan was needed in case the timeframe cannot be met. Mayor Reynolds has been in contact with Niagara County Emergency Management to formulate a plan in the event it is needed. Trustee Zastrow added that only part of the area is public and the master plan must include the private property areas as they are intertwined. Attorney Caserta and Engineer Lannon stated the Village would need to obtain consent to work from the property owners.

After further discussion, Trustee Zastrow made a motion to approve the Engineering Service proposal for the REDI Waterfront project. Deputy Mayor Lockhart seconded the motion, all in favor, motion was carried.

Trustee Zastrow then made a motion to authorize Mayor Reynolds to sign the professional terms and conditions with GHD, seconded by Trustee Comerford. All in favor, motion was carried.

GRANT WRITER: Absent, turned his report in.

BUILDING INSPECTOR: Building Inspector Stevens stated he turned his report in. Building Inspector Stevens stated he continues to work on the dead/dying tree issue. Most people have complied and handled the trees in question. Building Inspector Stevens is working with the residents on the last remaining group.

ATTORNEY: Attorney Caserta reported that the final revisions to AT&T contract are in process and things should be concluded shortly.

CLERK'S OFFICE: Clerk-Treasurer Brown stated that the up-to-date financials have been distributed to the Board and Department Heads. There are three codes under the DPW that are out of funds, Superintendent Muller is aware. Clerk-Treasurer Brown stated the NYS Archives meeting has been rescheduled to December 11th.

MINUTES

Approval of, or changes to, the Board Minutes from October 10, and work session minutes from October 24, 2019.

Motion to approve the Board minutes from October 10 and work session minutes from October 24 was made by Trustee Zastrow, seconded by Trustee Fox. All in favor, motion was carried.

CORRESPONDENCE:

Letter of appreciation received from RCR Yachts for the accommodations granted by the Village of Youngstown during their recent parking lot sealing with a donation to the Recreation Department.

So noted.

Letter of resignation received from Ann Johnston, Recreation Commission. Ann stated she enjoyed her many years of service on the commission.

So noted. Mayor Reynolds stated a letter of thanks for Mrs. Johnston will be sent.

Notice from Mighty Niagara Half Marathon and Hospice Dash 5K that they would like to request Saturday September 19, 2020 for next year's race. The race will follow the same route starting at Artpark and finishing at Porter on the Lake Park.

So noted. Chief Schuey and the Board are fine with the date.

Request from Sue MacNaughton to proclaim November 21st as World Pancreatic Cancer Day. This will raise awareness and inspire action. Ms. MacNaughton is requesting the message be displayed on our LED sign as well noting that there are at least three people in the Village affected by this deadly disease.

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

Letter of request from the Youngstown/Porter Community Christmas Basket Program Committee announcing this year's drive. The Boy Scouts will hold a food drive Dec 15, 2019. Businesses are asked to place boxes out for food donations from Dec 1-17. Assistance with donations of money, gifts, wrapping gifts and sorting food are also needed. Please look for postings with information or contact a committee member or the Village Office.

So noted. A box will be placed in the Village Center for collection and information will be noted on the Village Facebook page and LED sign.

Notice from Modern Disposal that per our contract, using the Consumer Price Index, the increase to our services will be 1.60% beginning January 2020. This was budgeted.

So noted. Trustee Zastrow asked what was budgeted; Clerk-Treasurer Brown stated 2% had been budgeted.

Letter of resignation received from Recreation Director Brian Harrison noting his final day is November 14, 2019.

So noted. Trustee Comerford stated the Recreation Commission has been conducting interviews and is still in the selection process. Trustee Comerford will find out who the recreation employees will report to in the interim.

AGENDA:

ABSTRACT OF AUDITED VOUCHERS:

Approval of the Abstract of Audited Vouchers for the period from October 11-November 14, 2019 in the amount of \$251,647.20.

General:	\$215,555.96
Water:	\$ 50.60
Sewer:	\$ 36,040.64
<u>Trust:</u>	<u>\$ 0.00</u>
Total	\$ 251,647.20

Motion to approve the abstract of audited vouchers was made by Deputy Mayor Lockhart, seconded by Trustee Fox. All in favor, motion was carried.

ITEMS:

Request for authorization for the Mayor and Board to sign the returned Village taxes in the amount of \$54,542.67 on 20 properties for the 2019-2020 fiscal year for the Clerk-Treasurer to send to Niagara County Real Property Tax Service for reimbursement.

Motion for approval was made by Trustee Zastrow, seconded by Deputy Mayor Lockhart. All in favor, motion was carried.

Request for approval for new hire Daniel Stone, DPW Seasonal part time laborer.

Motion for approval was made by Trustee Zastrow, seconded by Trustee Comerford. All in favor, motion was carried.

Request for approval for Building Permit 061-2019 for the Friends of the Library to make renovations behind the counter area of the Library. Building Inspector Stevens has reviewed and approved the project.

Motion for approval was made by Deputy Mayor Lockhart, seconded by Trustee Fox. All in favor, motion was carried.

BUILDING USE:

Request from the Youngstown Free Library to use the Cora Gushee Room on December 28, 2019 from 11:00 a.m.-12:30 p.m. for their Noon Year's Eve Party. Insurance is on file.

Motion to approve the use was made by Trustee Zastrow, seconded by Trustee Fox. All in favor, motion was carried.

Request from the Youngstown Free Library to use the Gym from Friday January 31, 2020 at 3:00 p.m.- Saturday February 1, 2020 at 3:00 p.m. for Valentine's Day Candyland Game. Insurance is on file.

Motion to approve the use was made by Trustee Zastrow, seconded by Trustee Fox. All in favor, motion was carried.

Request from Riverview Fitness to extend the hours of use of the gym for Silver Sneakers on Friday's from 12:30 p.m. end time to 1:00 p.m. end time to allow for individual instruction for a member. Insurance is on file and time slot is available.

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

Request from Riverview Fitness to use the gym on Monday's from January to March 2019 from 6:30 p.m.-8:30 p.m. for Adult Dodgeball Tournaments. Insurance is on file and time slot is available.

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

ANNOUNCEMENTS:

Christmas in the Village will take place on Saturday December 14, 2019 from 11:00 a.m.-4:00 p.m. There will be vendors, horse and carriage rides, crafts for the kids, and a visit from Santa! The business district will also be offering a fun filled event, make sure to stop and check out all our wonderful businesses.

So noted.

The next Board meeting and work session will be December 12, 2019 at 7:00 p.m. The Board will enter into Executive session for contractual matters immediately following the work session.

So noted.

OLD BUSINESS: None

NEW BUSINESS: Deputy Mayor Lockhart asked the Board to start thinking about where the funding for the \$105,000.00 will come from for the REDI project. Deputy Mayor Lockhart stated there are several methods to consider regarding payments during the project that will need to be addressed.

BOARD REPORTS:

Trustee Fox reported that he continues to work on the LED lighting project and will have things completed by January 1st.

Trustee Zastrow reported that he received a phone call back from Senator Ortt's office regarding the DASNY grant. Trustee Zastrow stated he was advised things are in process. Clerk-Treasurer Brown added that Grant Writer Rotella stated similar information in his report.

Trustee Comerford reported that the recreation minutes were distributed to the Board. Trustee Comerford stated that the Halloween party was a success with approximately 250 children in attendance. Trustee Comerford thanked the Recreation Commission, Police Department and Fire Department for their help. Trustee Comerford stated he and Trustee Zastrow are co-chairing Christmas in the Village which is December 14th. Trustee Comerford stated the next recreation meeting is November 25, at 6:30 p.m. Mayor Reynolds stated to Trustee Comerford that he would like the Recreation Commission to clarify their comments in the minutes regarding "clear guidance and support from the Board" regarding the Village Office policies they feel are not "part of policy but the way they want things run" prior to the meeting on November 25th that the Commission request Mayor Reynolds attend.

Deputy Mayor Lockhart reported the he has been attending various REDI meetings and participating in multiple calls. Information regarding the meeting on November 20 in Albany will be forthcoming. Deputy Mayor Lockhart stated the Lewiston Water Pollution control will be beginning work on CMOM capacity program. The Village will have to demonstrate we are managing our system. Trustee Zastrow asked if there are funds for the Village for this. Deputy Mayor Lockhart stated that there may be some for I&I but repairs would be the responsibility of the owner. Lewiston Water Pollution Control will also be updating some of their equipment.

Mayor Reynolds reported that he had been attending the same meetings as Deputy Mayor Lockhart as well as meetings with other municipalities to discuss how the Municipalities can help businesses stay successful during press time covering the flooding. The negative news keeps people away from the waterfront business areas regionally and the group meets to discuss ways to promote businesses affected.

With no further reports, Mayor Reynolds opened the meeting to public comment.

PUBLIC COMMENT--all comments shall be kept to 3 minutes and directed to the Village Board of Trustees.

Sue MacNaughton of Main Street addressed the Board stating that she appreciated the proactive involvement between the Village with the private stakeholders, and would like some clarifications regarding the GHD engineering reports. Engineer Lannon restated his information regarding the dates of the filing of the report and information that will need to be gathered and turned in. Ms. MacNaughton asked if the GHD could attend the next meeting with the committee on 11/26. The Board stated Engineer Lannon could attend if he would like.

Rick Lohr of Main Street addressed the Board over his concerns with the time line of the project and the ability to meet it before the high water levels start in the spring again. Engineer Lannon stated he noted Mr. Lohr's points. Deputy Mayor Lockhart stated there are more details and requirements from the state with this project and they must be followed. Mayor Reynolds stated the Village is doing everything possible to move this along as efficiently as they can, and added that is why he has contact the Emergency Management Services with the County to prepare in the event the flooding begins prior to the project.

With no further public comment, motion was made to adjourn to the work session at 8:21 p.m. by Trustee Zastrow, seconded by Trustee Fox. All in favor, motion was carried.

Submitted by:

Wendy Brown
Clerk-Treasurer