

# Village of Youngstown

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INCORPORATED:  
APRIL 18, 1854

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## Board of Trustees meeting minutes – April 11, 2024

| Trustee attendees           | Present | Absent | Staff attendees                  | Present | Absent |
|-----------------------------|---------|--------|----------------------------------|---------|--------|
| Mayor Rob Reisman           | x       |        | Clerk-Treasurer Amy Beaudreau    | x       |        |
| Deputy Mayor Rick Stortecky | x       |        | DPW Super. Greg Quarantillo      | x       |        |
| Trustee Catherine Stella    | x       |        | Chief Joe Paul                   | x       |        |
| Trustee Kristel Stevens     | x       |        | Recreation Director Jeff Gruarin | x       |        |
| Trustee Nicole Quarantillo  | x       |        | Attorney Tom Caserta             | x       |        |
|                             |         |        | Engineer Bob Lannon              | x       |        |
|                             |         |        | Grant Writer Christine Rath      | x       |        |
|                             |         |        | Deputy Clerk Alexandra Certo     | x       |        |

### QUORUM ANNOUNCEMENT:

Clerk- Treasurer Beaudreau announced there is a quorum and the meeting can proceed.

### CALL TO ORDER:

The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance.

### PUBLIC COMMENTS:

Mayor Reisman asked for public comment and stated that comments need to be kept to 3 minutes.

Resident John Stevens stated he was present to represent Water Street marina owner Rick Lohr who is currently out of town. Mr. Stevens had concerns of the sewer billing being relevied on Mr. Lohr's taxes. Clerk Beaudreau informed Mr. Stevens that Mr. Lohr's sewer bill was not on the relevy list. Mayor Reisman stated that Attorney Caserta was going to speak with Mr. Lohr's attorney to determine an outcome on the sewer billing. Attorney Caserta stated that he and Attorney Coykendall have spoken but have not come to an agreement.

### DEPARTMENTAL REPORTS:

#### Police:

*Police Report for March 2024- Submitted by Police Chief Joseph Paul*

*Patrol Report:*

*01. Since March Youngstown Officers have been dispatched to several calls for domestic complaints within the village.*

*02. With the warmer weather Officers have noticed an optic in younger persons in and around the parks and have been more vigilant in patrolling park areas.*

*03. Officers have been addressing the vehicle and traffic violations and have stopped multiple vehicles and issued warnings.*

*04. Officers still are continuing to make checks around the waterfront for any suspicious activity or persons.*

*05. We continue to remain in contact with our partners in the US Border Patrol and was informed that no undocumented persons had crossed the river into our community.*

**Department of Public Works:**

*We had Villian 'S construction here to grind our brush pile up. Modern Disposal is on board with the wood chips removal at no cost to the village. They use them in their dump. I had Gary and Drew haul numerous loads of scattered debris out of 707 to the Macvie property. Also, no cost to the village as they also use it as garbage fill.*

*They gym has been painted this done primarily by Jon! Everything is done except for the upper area where the clerks have stored items and will be painted as soon as I coordinate with Amy to clean that off. Also, we have moved a bunch of cabinets around for the clerk's office as they continue to reorganize their files!*

*We had a pretty mild winter! We only used 85 ton of salt. This is way low compared to years past. Lets hope next year is not the complete opposite "knock on wood"! We were out filling potholes with cold patch and as soon as the asphalt plants open, we will start fixing all the road cuts!*

*I had national grid out fixing street lights and electrical outlets on the poles so we can plug in our snowflakes! There were a few that haven't worked since I started here, good to go!*

*As the weather begins to fully break, we will be out getting the village ready for the summer months. I will have the flags and flower baskets up for Memorial Day and the home town hero banners as well. Just an FYI the local VFW clan has donated 2 new American Flags for*

*Falkner Park and the Village center, along with 2 new P.O.W flags as well. If we could get a Thank you Card or something to them, I would greatly appreciate it!*

*As always if there are questions comments or concerns, please drop a line to my office. Thanks*

*Greg Quarantillo*

*Superintendent*

*V.O.Y DPW*

**Clerk's Office:**

*Needless to say, we are extremely busy in the office right now.*

*Currently we are working on the upcoming election, the draft budget, tax cap reporting, updating employee records/authorizations/accounts, etc., and our normal day-to-day operations while being down a full time position.*

*As of April 9, 2024, month end reconciliation is not complete. It is on the schedule for the upcoming week and will be the focus as soon as deadline related critical tasks are complete.*

*The budget public hearing will be on Monday, April 15, 2024 with hopes of having a near zero balance draft budget to present.*

*Amy Beaudreau*

*Clerk-Treasurer*

*Village of Youngstown*

**Recreation:**

*Recreation Report*

*Jeff Gruarin*

*April 2024*

**Indoor**

*Still working out the details for a potential adult hockey (pick up)*

*Finishing up the indoor winter session with open gym once spring break is over, probably a couple more weeks!*

*I am working with Christine and Shana on a few grants, one that includes an open play at Vets in hopes to get equipment and have it be a free program.*

*Punchlist:*

1. gym mats pricing has been received (approx. \$10,500 to cover the rest of the walls) still waiting for grant work
2. DPW started painting the gym (complete)
3. Figure out dirt situation with TOL and TOP
4. Perfect seal confirmed we are first on his list (I will stay on that)
5. Plan Summer schedule at Vets and Falkner
6. Get new signage for disc golf via modern- waiting for confirmation on exact hole yardage

*Upcoming:*

Nancy Price is moving along and we are sharing post via social media and some flyers have went out.

**Engineer:**

No report submitted.

**Grant Writer:**

Volunteer Grant Writing Update for Village of Youngstown - Board of Trustees Update  
Date: April 11, 2024

**Grants Status Summary**

| <b>Grant Status</b> | <b>Count</b> | <b>Potential Value</b>        | <b>Potential Required Matching \$'s</b> |
|---------------------|--------------|-------------------------------|-----------------------------------------|
| <i>In Process</i>   | 8            | TBD                           | \$0                                     |
| <i>Submitted</i>    | 4            | \$36,969 + \$763,590<br>(TAP) | \$190,889 (TAP)                         |
| <i>Approved</i>     | 2            | \$4,500 + sporting goods      | \$0                                     |
| <i>Declined</i>     | 1            |                               |                                         |
| <i>Hold</i>         | 10           |                               |                                         |
|                     |              |                               |                                         |

**In-Process Grants:**

|                                               |                                                                                  |
|-----------------------------------------------|----------------------------------------------------------------------------------|
| <i>Peter &amp; Elizabeth Tower Foundation</i> | <i>Intellectual/Developmental Disabilities: Sensory Nights at the Rec Center</i> |
| <i>Niagara Area Foundation</i>                | <i>TBA</i>                                                                       |
| <i>NY Forward</i>                             | <i>Revitalize rural village downtowns</i>                                        |
| <i>Smart Growth</i>                           | <i>Update master plans and zoning documents</i>                                  |
| <i>Greenway</i>                               | <i>Trails and waterfront</i>                                                     |
| <i>East Hill Foundation</i>                   | <i>Improvements to Vets Park - Phase 1</i>                                       |

|                               |                                                 |
|-------------------------------|-------------------------------------------------|
| <i>Grigg Lewis Foundation</i> | <i>Improvements to Vets Park - Phase 1</i>      |
| <i>Water line Grant NYS</i>   | <i>Replace aging water lines in the village</i> |

**Submitted Grants Awaiting Decision:**

|                                                            |                                                                 |
|------------------------------------------------------------|-----------------------------------------------------------------|
| <i>Project Play Summer Free Play Series Ralph C Wilson</i> | <i>Open play/sport sampling to take place in Summer 2024</i>    |
| <i>Sabre's Foundation</i>                                  | <i>wall padding for gym</i>                                     |
| <i>Garman Family Foundation</i>                            | <i>gym renovations - wall padding and interactive projector</i> |
| <i>DOT TAP Grant DOT01-TPCM23-2023</i>                     | <i>Mobility, sidewalks &amp; train corridor reuse</i>           |

*Activities since last update:*

- *Attended the Grant Writing USA Class on March 21 & 22 at SUNY Buffalo Law Library. Excellent class that provided a new level of writing style plus where to find grants. I have requested to spend \$250 for a subscription to a grant monitoring tool to be able to quickly identify funding opportunities.*
- *Nancy Price 5K Memorial Run – May 10 at 5:30pm*
- *Secured the main sponsor of Lewiston Tops again this year!*
- *Race sign-ups, sponsorships and donations are coming in.*
- *T-shirts and a banner is in process.*
- *Race Management is set and has granted me access to their website to be able to update and monitor status.*
- *Home Depot donation request: a letter has been sent to Home Depot of Niagara Falls to sponsor our new vegetable garden this year. Requested a response by May 1.*
- *Submitted the Ralph C Wilson Free Play grant request for a new open play summer series to be offered at Veteran's Park by the Recreation Department.*
- *Met with the Ralph C Wilson Greater Foundation as they are an invite only grant. Successful informational session with many questions and support. They like how much we have achieved in a short period of time. They requested we continue to work with their local organizations to establish ourselves. We will continue to build our relationship for future funding. We have joined their Open Play Committee with other local community members. They want to have more of a presence in Niagara County and are pleased with what we are focusing on.*
- *Continuing various activities to further develop In-Process grants.*

**Building Inspector:**

*No report submitted.*

**Attorney:**

*No report submitted.*

Mayor Reisman asked if any Department Heads had anything further to add to their reports. No additions were made.

**FINANCIAL INFORMATION:**

**Abstract of Audited Vouchers:**

Approval of the Abstract of Audited Vouchers for the period from March 14, 2024 through April 11, 2024.

|               |                |
|---------------|----------------|
| General:      | \$ 33,973.47   |
| Water:        | \$ 20,890.73   |
| Sewer:        | \$ 1,185.21    |
| H-Cap         | \$ 0.00        |
| <u>Trust:</u> | <u>\$ 0.00</u> |
| Total         | \$ 56,049.41   |

Motion to approve the abstract of audited vouchers was made Deputy Mayor Stortecky, seconded by Trustee Quarantillo. All in favor. None opposed. Motion carried.

**2024-2025 Budget:**

Mayor Reisman announced there will be a budget work session and public hearing on Monday, April 15, 2024 at 7:00 p.m. in the board room. At this meeting, each line item can be discussed with time for questions and answers.

**Fiscal Stress Score results for 2022–2023 year end:**

Clerk-Treasurer Beaudreau read:

Every year the Office of the State Comptroller uses the Fiscal Stress Monitoring System to examine the annual financial information reported by the Village (AUD). This analysis provides an objective assessment of the fiscal challenges facing individual local governments and school districts, identifying situations where corrective action may be needed. These 2023 scores are based on fiscal year end results.

Year end: 2023

Fiscal Stress Score: 1.7\*

Fiscal Stress Designation: No Designation\*\*

Environmental Stress Score: 10\*

Environmental Stress Designation: No Designation\*\*

*\* The rating system is based on one hundred points in each of two categories (environmental and fiscal). The fewer the points earned the better the municipality's fiscal strength.*

*\*\* No Designation – these entities do not meet the established point thresholds of the Fiscal Stress Monitoring System for classification in one of the stress categories.*

## **CONTRACTS/AUTHORIZATIONS:**

### **Independent Health:**

Mayor Reisman announced that the Independent Health yearly contract for health insurance coverage for employees and non-Medicare retirees renews on June 1, 2024.

The cost for family coverage is \$2271.08 per month (2023-2024 was \$1977.79) with same coverage and plan as previous years. Single coverage for non-Medicare employees is \$796.87 per month (2023-2024 was \$693.96).

Motion to approve the Independent Health contract was made Trustee Stevens, seconded by Deputy Mayor Stortecky. All in favor. None opposed. Motion carried.

### **Unpaid Water/Sewer bills for relevy:**

Mayor Reisman stated that authorization is needed for the Clerk-Treasurer to return unpaid water/sewer bills with relevy fees for the quarter ending December 31, 2023 to Niagara County. The relevy will be added to the individual Village property taxes for 2024-2025 in the amount of \$18,807.63 in water/sewer charges and \$4,800.00 in relevy fees. In total, 32 accounts will be relevied in the amount of \$ 23,607.63.

Motion to approve the unpaid water/sewer bills relevy was made by Trustee Stella and seconded by Trustee Quarantillo. All in favor. None opposed. Motion carried.

### **Planet Technologies:**

Mayor Reisman stated that Planet Technologies is the vendor for all subscription email licenses for Microsoft for the Village. Each Village issued email address is required to be

licensed. Currently the Village has 20 users at a cost of \$84.48 per user. The yearly cost for this service is \$1689.60.

Information Technology Contractor Steve Sutor endorses this service for the Village and the service provided by Planet Technologies has been in place for multiple years.

Authorization is needed to sign the annual contract with Planet Technology for 20 Village registered email addresses.

Motion to approve the Planet Technology contract was made Trustee Stevens, seconded by Trustee Stella. All in favor. None opposed. Motion carried.

**DPW part-time seasonal position change to part-time permanent:**

Mayor Reisman stated that DPW Superintendent Quarantillo would like authorization to change Johnathan Guthrie's position from a part-time seasonal laborer to a part-time permanent position at 32 hours a week. Superintendent Quarantillo states he has proven himself to be a valuable employee in the Village DPW.

Motion to approve Jonathan Guthrie as the DPW part-time seasonal laborer to a part-time permanent position was made Deputy Mayor Stortecky and seconded by Trustee Stella. All in favor. None opposed. Motion carried.

**Niagara County Board of Elections:**

Mayor Reisman announced that the Niagara County Board of Elections is in the process of changing all contracts with Municipalities for election voting machines and support to 5 years rather than the current term of one year. The contract will be signed by Niagara County and then forwarded to the Board for review and approval.

**ITEMS / DISCUSSION:**

**Recreation Toddler Time Recreation Leader hiring:**

Mayor Reisman announced that Recreation Director Guarin, with Board approval, has hired Nadine Tidwell as a part-time Recreation Leader for Toddler Time. Her hired date is April 10, 2024 and will be making \$15.00 an hour.

**North Dock building use:**

Mayor Reiman stated that the Youngstown Community Boating has communicated to the Village Board of Trustees that they are seeking use of the Village north dock building for classroom use for their youth sailing program.

Trustee Stella stated she thought the decision should be tabled so that further information about the use and upgrades could be provided by the organization. She stated she was not opposed to the use, but wanted more details.

DPW Superintendent Quarantillo explained that there are two sections to the building and the Niagara Anglers currently occupy the back of the building. He did explain he had concerns about possible water damage in the building and would like to inspect the area prior to committing to the Community Boating use.

After a brief discussion, the Board agreed that this was a beneficial use of the building for a community organization only if there is no mold or safety concerns. DPW Superintendent Quarantillo stated he would do more investigative work and report back to the board with his findings.

Mayor Reisman requested a motion for approval of the Youngstown Community Boating to use the building if DPW Quarantillo clears the building of any safety concerns and that the organization completes any updates needed for their use (as approved by Superintendent Quarantillo). The motion was made by Trustee Stevens and seconded by Trustee Quarantillo. Those in favor: Deputy Mayor Stortecky, Trustee Quarantillo, Trustee Stevens. Those wishing to table the decision: Trustee Stella. Motion carried.

## **BOARD REPORTS:**

Trustee Stella reported that the Upward Niagara Chamber is working on the Come and Play calendar in addition to working on upcoming festivals and business blenders.

Trustee Stella reported that the YBPA is working on updating their website and communication with members. She also noted that the St. Patrick's Day parade was a success and that the Association is working on plans for the Beginning of Summer Street Dance.

Trustee Stevens reported that the Youngstown Free Library's Solar Eclipse event was a success even though the weather was not ideal. She continued that the library has more celebrations to come with their 75<sup>th</sup> Anniversary.

Trustee Stevens stated that she has started working on the Labor Day parade plans for the Village.

Trustee Stevens stated that there is displeasure among residents in regards to a recent employee's "termination" and had concerns that the board members were unaware of the plans.

Trustee Quarantillo reported that Kristy Lamb designed a new logo for the Nancy Price run.

Trustee Quarantillo reported that the YVFC is discussing going to a paid fire company due to the lack of volunteers. Trustee Quarantillo stated that the Youngstown Volunteer Fire Company is asking for a liaison for between the Board and YVFC. Mayor Reisman stated he believed that Trustee Quarantillo was already the YVFC liaison. Trustee Quarantillo said she was not however she would be willing to take on that responsibility. Mayor Reisman agreed.

Trustee Quarantillo reported that the YVFC was fully staffed and prepared for the eclipse. She stated it is better to be overprepared than to be underprepared and was a good test for the future.

Deputy Mayor Stortecky read a prepared statement addressing the legality of the recently vacated Clerk-Treasurer position. He spoke of the incorrect verbiage used in the Niagara Gazette newspaper article. And sited NYS Village law about the vacancy and appointment of the Clerk-Treasurer position.

Trustee Stevens tried to object to this statement with questions. The meeting was adjourned with no further discussion.

**Adjournment:**

A motion to adjourn the meeting at 7:40 p.m. was made by Trustee Stella and seconded by Deputy Mayor Stortecky.