

ORGANIZATIONAL MEETING – JUNE 12, 2014

Mayor Reynolds called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Also present were Deputy Mayor Lockhart, Trustees Adamson, Comerford and Sutor, Attorney Caserta, Building Inspector Stevens, Police Lieutenant Schuey, DPW Superintendent Muller, Engineer Lannon, several residents and other interested persons. Mayor Reynolds asked that cell phones and electronic devices be silenced during the meeting.

The Mayor then turned the meeting over to the Village Clerk Treasurer, Barbara Castilon to swear in the newly elected Board members. Clerk Castilon first called Mayor Reynolds forward and members of his family. Granddaughters Megan, Caralyn, Sammantha, and Emily held the family Bible while their grandfather took the oath of office as re-elected Mayor of Youngstown.

Trustee Adamson took the oath of office as re-elected Trustee while his wife Lori held the Bible.

Stuart Comerford took the oath of office for his first term as Trustee while his wife Debby held the Bible. Congratulations were offered by the Clerk to all sworn in officials and a round of applause was given by those in attendance. Mayor Reynolds stated a short break would be taken so that anyone leaving could do so at that time. The meeting resumed with the Mayor announcing the following appointments:

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

Trustee Adamson motioned to approve the appointments, seconded by Deputy Mayor Lockhart and carried.

Mayor Reynolds then announced the annual business.

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 or Deputy Clerk Treasurer
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.

Trustee Suitor motioned to approve the annual business portion of the meeting, seconded by Trustee Comerford and carried.

A motion was then made at 7:08 p.m. by Deputy Mayor Lockhart to close the Organizational Meeting, seconded by Trustee Adamson and carried.

The Mayor asked for public comment. Bob Emerson, director of Fort Niagara stated he was representing the Youngstown Business Association and announced that an events coordinating committee is being organized so planned events can be scheduled and posted. The effort is to avoid date conflicts. He asked for the support of the Village Board to co-sponsor the committee and to have events posted on the Village website. A meeting will be held in September for local groups to set their calendar. Trustee Suitor will talk to Mr. Emerson following the meeting regarding the website. Mayor Reynolds stated the Village will co-sponsor the committee.

Ann Johnston of Lockport St. has spoken to members of the Lions Club regarding re-naming Lions Park after Sergeant Major Michael Barrett. Trustee Adamson stated it may still be possible to have a sign noting Sergeant Major Barrett as a Youngstown native. A brief discussion took place regarding the signage.

Building Inspector Stevens submitted his monthly report for May. Nine permits were issued, one pool fill permit issued and one driveway permit issued for worked valued at \$113,795.00 and \$585.00 in fees were collected. He also reported on the property maintenance problems of abandoned and foreclosed properties throughout the Village. Uncut grass is an ongoing problem and finding the responsible parties for upkeep has proven to be difficult. Mayor Reynolds asked that Attorney Caserta work with Building Inspector Stevens to get more aggressive in finding resolve with offending banks and owners.

Police Lieutenant Schuey stated the monthly report for May was submitted. 140 patrol hours worked, 545 patrol miles logged, 6 Village calls, 4 Town of Porter calls, 4 calls outside the Village, 2 UTT's issued, 2 parking tickets issued and no arrests were made. Lt. Schuey told the Board a walking patrol will be on duty during the soon to start Friday concerts. On Monday, June 16th the ride along program will begin. Lt. Schuey reported he has attended a meeting in preparation of the regatta.

DPW Superintendent Muller reported the crew is cutting grass throughout the Village. Parking mark-outs at driveways have been discussed with business owners. Road stripping was also discussed.

Engineer Lannon submitted his monthly report and discussed the Water St. walkway. He will attend a meeting next week to see if a pole can be removed on that street. Interest has been renewed in an undeveloped Oak and Elm St. subdivision and Mr. Lannon has met with the developer who would like to do the work in phases.

Attorney Caserta will address items as needed during the meeting.

The minutes of the May 29, 2014 meeting were approved by motion of Trustee Adamson, seconded by Trustee Comerford and carried.

CORRESPONDENCE

1. Summer concert series to begin on Friday, June 20, 2014 from 7:00 – 9:00 p.m. with Water Street Quartet performing. Concert schedules are available at the Village Hall and various Youngstown businesses. So noted.
2. Annual street dance sponsored by the Youngstown Business Association will be held on Thursday, June 26, 2014 from 6:00-10:00 p.m. at the Main St. business district. A car show will be included this year. Main St. will be closed from Lockport St. to Hinman St. So noted.

AGENDA

1. The Abstract of Audited Vouchers for period ending June 12, 2014 – General Fund - \$156,155.83, Water Fund-\$2,110.28 and Sewer Fund-\$998.40 was approved by motion of Trustee Sutor, seconded by Trustee Adamson and carried.
2. A request from Youngstown Yacht Club to use the Village docks at Constitution Park, south of the clubhouse for this year's LODHRS (Lake Ontario Short Handed Racing) regatta June 14 and June 15, 2014. Mayor Reynolds stated the area near the boat launch needs to be left open. Deputy Mayor Lockhart motioned to approve the use with the stipulation that the launch area is kept open, seconded by Trustee Comerford and carried.
3. Authorization for the Mayor to sign the contract agreement between the Village and Youngstown Free Library was made by motion of Deputy Mayor Lockhart, seconded by Trustee Sutor and carried.
4. The Town of Porter bill to Village for Swain Rd. lift station expense as per contract was approved by motion of Deputy Mayor Lockhart, seconded by Trustee Adamson and carried. Mayor Reynolds had stated this capital expense on the Town's part is shared by Fort Niagara, the Town of Porter and the Village.
5. The U.S. Post Office requests to hold a neighborhood meeting at the Village Hall on July 30, 2014 at 6:00 p.m. to discuss hours of operation at the Youngstown Office. Deputy Mayor Lockhart motioned to approve the room use, seconded by Trustee Sutor and carried.
6. Request from Sue MacNaughton, committee member of the First Annual Youngstown CANAM Regatta to have Main St. closed from Lockport St. to Hinman St. on Thursday, July 24, 2014 from 5:30 p.m.-10:30 p.m. for the Village Appreciation Street Party. Trustee Adamson motioned to approve the request, seconded by Trustee Comerford and carried.
7. Request from the Erie Niagara Tobacco-Free Coalition, encouraging municipalities to adopt a Landlord Smoking Disclosure Policy. The disclosure policy requires landlords to state in their lease agreement if smoking is allowed or not in a rental unit. The Coalition can assist any municipality with creating the disclosure policy. Trustee Sutor stated a public hearing would be needed to change the Village Code. After a brief discussion took place, the Board decided to put the request on hold for now.
8. Resolution to accept the final Carrollwood dedication deed. Attorney Caserta advised a problem with the legal description has been corrected. Repairs to drains and the retention pond were issues of concern. Attorney Caserta advised that clarity in regard to drainage needs to be addressed. The Board agreed to table the matter until the drainage problem is resolved.
9. Authorization for Mayor to sign an addendum to extend the term of agreement between Modern Disposal Services and the Village of Youngstown which includes a 1.1% rate increase. Trustee Sutor motioned to approve the addendum, seconded by Trustee Adamson and carried. This will be a two year term extension.
10. Solicitation from Industrial Appraisal Co. to provide implementation of GASB 34 (Government Accounting Standards Board) for the Village's fixed assets. Mayor Reynolds stated this company had been recommended by Pat Brown after his audit of the Village. He then recommended that the Village move forward in obtaining a price quote for their services. The Board agreed.
11. The next Village Board meeting is scheduled for July 17, 2014 at 7:00 p.m. and the August meeting will be held on August 14th.

OLD BUSINESS

Trustee Adamson returned to the topic of a sign for Sergeant Major Barrett stating it could be attached to the bottom of the "Welcome to Youngstown" sign already in place. He has had discussions with Town of Porter Councilman Jeff Baker regarding the matter as Mr. Baker and Sergeant Major Barrett attended school together. The Sergeant Major grew up on Church St. and talk of possibly changing the street name had been also discussed. Trustee Adamson stated he will discuss the matter of placing the sign under the welcome sign with Mr. Baker and also stated he would pay for the sign. The Board also discussed the possibility of a "Wall of Fame" to honor other residents as was mentioned at the May 29, 2014 Board meeting.

Deputy Mayor Lockhart referred to a resident's question at the May meeting regarding hunting regulations. The Deputy Mayor referenced two chapters in the Village Code book stating neither clearly defines hunting in the Village. He stated he would like to work with Attorney Caserta to address the matter. Mayor Reynolds asked if they could work on the Code before the fall hunting season. Attorney Caserta stated there are five weeks until the next Board meeting and stated they could come up with a draft in that time.

NEW BUSINESS

Deputy Mayor Lockhart stated streets are to be stripped. CRA Engineering has done an overview of Main St. and its parking spaces. Superintendent Muller has obtained stripping quotes as follows: Main St. from Hinman to William - \$560., Water St. - \$475., and resealing and stripping of the Village Hall parking lot - \$1,645. for a total of \$2,680. Deputy Mayor Lockhart motioned to accept the quotes for the work with a cost not to exceed \$2,680., seconded by Trustee Suitor and carried. The Deputy Mayor stated other streets will be considered in next year's budget session.

Trustee Adamson asked if the Cold Storage project was moving forward. Attorney Caserta stated it was and that he has spoken with Mr. Burke who is working on cost estimates for the bank and for financial grant applications. Mr. Burke will then do the work need for a variance application.

REPORTS

Trustee Adamson reported that he and Mrs. Ann Johnston represented the Youngstown Recreation Department's Nancy Price Scholarship Fund and presented two \$1,000. scholarships to Lew-Port students. He commended the Recreation Commission for their work. He also thanked Dotty Riordan for planting flowers in the street concrete pots.

Trustee Suitor reported that Jacob Meagher who was working on his Eagle Scout project has completed the work of washing and staining the stairs to the waterfront. Trustee Suitor stated the stairs look very good and that he has drafted a letter for Mr. Meagher's Eagle Scout requirements. Trustee Suitor motioned to approve sending the letter, seconded by Trustee Comerford and carried.

Trustee Comerford stated he did not have a report as this is his first meeting but did thank the community for their support during the election.

Deputy Mayor Lockhart reported he and Engineer Lannon will meet to discuss the drainage problems in the Village stating this won't be done overnight as it is Village-wide and solutions to solve the problem will be directed at neighborhoods, not individuals. Problem areas will be prioritized. Backyard swales must also be addressed.

Mayor Reynolds stated the First Presbyterian Church will be using Falkner Park on Sunday, June 16, 2014. He will open the restrooms in the morning and Trustee Suitor volunteered to lock them later in the afternoon.

The Mayor asked for any other public comment. Hearing none, Deputy Mayor Lockhart motioned to adjourn the meeting, seconded by Trustee Suitor and carried. The meeting ended at 7:45 p.m.

