



INCORPORATED:  
APRIL 18, 1854

# Village of Youngstown

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## Board of Trustees meeting agenda – October 10, 2024

Village attendees	Present	Absent	Village attendees	Present	Absent
Mayor Rob Reisman		X	DPW Supt. Greg Quarantillo		X
Deputy Mayor Rick Stortecky			Police Chief Shawn Bosi		X
Trustee Catherine Stella			Recreation Director Jeff Gruarin		
Trustee Kristel Stevens			Attorney Tom Caserta		X
Trustee Nicole Quarantillo		X	Engineer Bob Lannon		
Clerk-Treas. Amy Beaudreau			Deputy Clerk-Treas. Kim Winning		
Deputy Clerk Alex Certo					

*Reminder to all Trustees and Department Heads: Use the microphone closest to you while speaking.  
Turn the microphone off when not speaking.*

### QUORUM ANNOUNCEMENT:

### CALL TO ORDER:

**DEPARTMENTAL REPORTS:** *A copy of all written reports submitted prior to the meeting are available for public viewing on the table with agenda and the sign in sheet in the board room.*

Police:

Department of Public Works:

Clerk's Office:

Recreation:

Engineer:

Building Inspector:

Attorney:

### FINANCIAL INFORMATION:

#### Abstract of Audited Vouchers:

Vouchers for the period from September 13, 2024 through October 10, 2024:

General:	\$102,417.24
Water:	\$ 18,763.58
Sewer:	\$ 35,439.25
H-Cap	\$ 10,079.91
Trust:	\$ 0.00
Total	\$166,699.98

Determination needed on the Abstract of Audited Vouchers.

### **Financial reports:**

*A copy of the submitted reports are available online (Youngstownnewyork.us / Departments / The Clerks Office / Budget and Audit in addition a printed copy for public viewing on the table with agenda and the sign in sheet in the board room.*

On October 7, 2024, the following reports were emailed to the Board and Department Heads:  
 Treasurer's report June 2024  
 Revenues to date June 2024  
 Expenditures to date June 2024  
 Balance sheet June 2024

### **Budget Amendment(s):**

A budget amendment in the amount of \$8115.00 was approved at the board meeting on August 8, 2024 for the waterproofing work in the Police Department and the elevator shaft. The invoice has been received and the total work cost \$8565.00 leaving a discrepancy of \$450.00.

Determination is needed on how to fund the additional \$450.00.

If ARPA funds will be used, an additional budget amendment is needed for \$450.00 for full payment of the invoice. The revenue code will be A4089 – Federal Aid Other and the expenditure code will be A1620.41 Village Center.

Determination needed on the budget amendment or the expenditure code.

### **Sales Tax:**

August 2024 monthly Sales Tax distribution to the Village of Youngstown was received on September 27, 2024 in the amount of \$34,300.68 from Niagara County.

To note.

## Collection of Taxes:

Total collection of taxes through October 7, 2024 is \$766,657.20 with outstanding taxes in the amount of \$32,454.87. Tax collection continues until October 31, 2024. On November 1, 2024 any unpaid taxes will be sent to Niagara County for collection. A reminder letter to taxpayers with an unpaid balance was mailed in September.

To note.

## GRANT FUNDING/DONATIONS:

### Phase I of the Lower Niagara River Trail Project:

#### Grant Application:

During a meeting with Volunteer Grant Writer Rath and the Village of Youngstown, it was discovered that grant applications need to be approved as a board meeting, not a work session meeting.

Determination needed on the grant application.

#### Grant resolution:

In addition, the resolution for the application has been revised to include annual DPW maintenance of the trail in the amount of \$20,000.

### *REVISED RESOLUTION*

#### *WHEREAS:*

*The Village of Youngstown is preparing to submit a grant application to the Niagara River Greenway Ad-Hoc Committee on Recreation and Tourism for a grant in Phase I the Lower Niagara River Trail Project; and*

#### *WHEREAS:*

*As a part of the grant the Village must commit to the expenditure of up to \$108,000.00 in funds and in-kind services if the grant is awarded; and*

#### *WHEREAS:*

*As a part of the grant the Village also commits to the expenditure of up to \$20,000 in funds and in-kind services for annual maintenance of the trail; and*

*WHEREAS:*

*The Board of Trustees after thoroughly investigating the application believes that the application and grant award will significantly benefit the Village and its residents; and*

*WHEREAS:*

*The Board of Trustees voted to approve the application by majority vote at its meeting on October 10, 2024.*

*NOW, THEREFORE BE IT RESOLVED:*

*The Board of Trustees of the Village of Youngstown approves the submission of the application for a grant known as Phase I Lower Niagara River Recreation Trail Project.*

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*Amy Beaudreau, Village Clerk-Treasurer  
Village of Youngstown*

Determination needed on the resolution to accompany the grant application.

**Acceptance of Grant Monies / Donations:**

During a meeting with Friends of Youngstown and the Village of Youngstown on October 3, 2024, both parties agreed to a procedure to accepting donations from Friends of Youngstown (and other donations as received). The board needs pass a motion or resolution to accept the donation at a board meeting. In the future, grant applications will also be reviewed by the board prior to submission to determine if the Village will accept the donation if awarded. Once awarded, a budget amendment for the grant monies will be made if the revenue and expenditures were not budgeted.

Presentation from Christine Rath, Friends of Youngstown.

**Project Play grant donation:**

Friends of Youngstown has applied for, and received, grant funding in the amount of \$6,7900.00 for a Project Play program. The funding budget amendment was made at the June 13, 2024 Board meeting.

Determination needed on the grant donation including the execution of the programs, purchasing of equipment and treasury aspects of the donation.

**Project Play Program Director:**

Within the Project Play grant, a temporary position needs to be created for a Project Director for \$1,500. This position would be paid as a contractor with a 1099, not as an addition to a budgeted salary. Please note that staff hours were also included in the grant and paid out in August and September as the hours were worked.

Determination needed on the creation and appointment of the Project Director position with approval to pay the \$1,500 to the Director.

**Let's Get Moving grant donation:**

Friends of Youngstown has received \$12,000 for a Let's Get Moving grant allowing the Village to purchase park benches, picnic tables and trash receptacles. The funding budget amendment for \$12,000 was made at the July 11, 2024 Board meeting.

Determination needed on the grant donation including the purchase and installation of the equipment and treasury aspects of the donation.

**Sensory Space program grant donation:**

Friends of Youngstown has received \$7,500 for a regional sensory program for children with autism and disabilities. To keep the program on time, FOY procured \$3583.40 of products and spent \$938 on advertising. FOY is donating the remaining \$2978.60 to the Village for this continuance of this program.

Determination needed on the grant donation included the program goods / materials / advertising and a donation of \$2978.60 for the program.

As this was not a budgeted revenue, a budget amendment is requested for \$2978.60. The revenue code will be A2089.2 Sensory Space program and the expenditure code will be A7989.43 Other Culture and Recreation (Sensory Space program).

Determination needed on the budget amendment.

**Youngstown Lions Club police donation:**

On October 2, 2024, The Youngstown Lions Club donated \$150.00 to the Village of Youngstown Police Department who can use the donated money as needed.

Determination needed on the donation.

Budget amendment for the Police donation:

As this was not a budgeted revenue, a budget amendment is requested for \$150.00. The revenue code will be A2708 – Police donations revenue. The expenditure code will be A3120.4 Police contractual expenses as per Chief Bosi.

Determination needed on the budget amendment.

## **CONTRACTS/AUTHORIZATIONS:**

### **Renewal of Raising Fowl permits (3):**

The renewal request of Raising Fowl permits has been confirmed by Kyle Heath, James and Jodi Woock and Kristel Stevens to continue housing 5 chicken hens on their property (as allowed with an approved permit). No complaints have been filed regarding the hens. There is no cost to renew the permit. The permits would be valid from October 24, 2024-October 23, 2025.

Determination needed on renewing Kyle Heath and James and Jodi Woock's raising fowl permit.

Determination needed on renewing Kristel Steven's raising fowl permit with Trustee Stevens recusing herself from the vote.

### **701 Nancy Price Drive:**

Ant Russ Properties, LLC – Anthony DeMigilo, Managing Partner for 701 Nancy Price Drive, Youngstown; Tax Map 59.06-3-6 to demolish the former cold storage building and to develop/build multi-unit condominiums.

### **SEQR (State Environmental Quality Review)**

Discussion and determination on the lead agency for the SEQR of 701 Nancy Price Drive.

Roll call vote.

Discussion and determination on the SEQR classification of the project at 701 Nancy Price Drive -- Type I, Type II or Unlisted.

Roll call vote.

Discussion and determination on the significance of the SEQR at 701 Nancy Price Drive.

Roll call vote.

### **Rezoning of 701 Nancy Price Drive from C-Commercial to RA-8 General Residences**

This application was submitted in full to the Niagara County Planning Board as the property needs to be rezoned to RA-8 General Residences from Commercial zoning. A favorable recommendation was made to the Village Board on the rezoning.

Roll call vote.

### **Site Plan for 701 Nancy Price Drive**

The Site Plan reviewed with a favorable recommendation from the Niagara County Planning Board. This application was submitted to the Village Planning Board and the sketch plan was approved August 6, 2024. The public hearing was held on September 4, 2024 and at that time the Planning Board made a recommendation to the Village Board to approve the Site Plan as presented.

Roll call vote.

### **FACILITIES USE REQUESTS:**

In the past, the board has approved facility use requests if submitted in a timely manner (board meeting or work session). With untimely requests, permission to approve the use was granted by affected departments.

Due to timing of facilities use requests, it has been suggested that facility use be approved interdepartmentally based upon use schedules for each room rather than each use being approved by the Board. Recreation Director Guarin, DPW Superintendent Quarantillo and Clerk-Treasurer Beaudreau would schedule the use if there are no other scheduling conflicts, insurance is on file and the application of said use is complete.

The procedure for the newly created Park Use application allows for interdepartmental approval rather than board approval.

Discussion on the procedure for Facilities Use requests.

### **ITEMS / DISCUSSION/ CORRESPONDENCE:**

No new correspondence as of this date.

**BOARD REPORTS:**

Trustee Stella  
Trustee Stevens  
Trustee Quarantillo  
Deputy Mayor Stortecky  
Mayor Reisman

**PUBLIC COMMENTS:**

Comments shall be kept to 3 minutes and directed to the Village Board of Trustees.

**ANNOUNCEMENTS:**

The next Village Board work session will be October 24, 2024 at 7:00 p.m. and the next Village Board meeting will be November 14, 2024 at 7:00 p.m. Currently there is not a Work Session scheduled for November.