



INCORPORATED:
APRIL 18, 1854

Village of Youngstown

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Board of Trustees meeting minutes– October 10, 2024

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

Clerk-Treasurer Beaudreau reminded all Trustees and Department Heads to use the microphone closest to them while speaking and to turn the microphone off when not speaking.

QUORUM ANNOUNCEMENT:

Clerk-Treasurer Beaudreau stated that there was a quorum and the meeting could proceed.

CALL TO ORDER:

Deputy Mayor Stortecky called the meeting to order at 7:00 p.m.

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

Deputy Mayor Stortecky asked each Department Head if there was anything to add to their report.

Police: Deputy Mayor Stortecky congratulated Sergeant Palermo on his promotion from Officer.

Department of Public Works: Superintendent Quarantillo was absent.

Clerk's Office: Clerk-Treasurer Beaudreau stated that in addition to June, the monthly financials for July have been reconciled and sent to the board. She explained that once August and September are complete, she will be working with Tronconi on fund balance and moving money from the checking account into the savings accounts.

Recreation: Nothing further to report.
Engineer: Nothing further to report.
Building Inspector: Code Enforcer Jeffery was absent.
Attorney: Attorney Caserta was absent.

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: | <u>\$ 0.00</u> |
| Total | \$166,699.98 |

A motion to approve the abstract as presented was made by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

Financial reports:

Deputy Mayor Stortecky read:

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

So noted.

Budget Amendment(s):

Deputy Mayor Stortecky read:

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.

Deputy Mayor Stortecky explained that the additional expense was for necessary sheeting on the wall in the Police Department. He explained that there are approximately \$22,000 in funds remaining from ARPA and felt that funding this additional expense through the ARPA funding was appropriate.

Deputy Mayor Strotecky read:

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.

A motion to use ARPA funds in the amount of \$450 and to approve the budget amendment as presented was made by Trustee Stevens and seconded by Trustee Stella. All in favor, motion carried.

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.

So noted.

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.

So noted.

GRANT FUNDING/DONATIONS:

Phase I of the Lower Niagara River Trail Project:

Grant Application:

Deputy Mayor Stortecky read:

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.

A motion was made to approve the grant application for Phase I of the Lower Niagara River Trail Project was made by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

Grant resolution:

Deputy Mayor Stortecky explained that the resolution for the Phase I Trail Project grant mistakenly left out \$20,000 for annual DPW maintenance of the trail. He stated that this could include in-kind work by the DPW in addition to funding. Trustee Stevens asked how this expense will be determined as the DPW already takes care of the parks. Friends of Youngstown (FOY) President Rath stated that there will be mowing along the new trails, snow removal from the paved paths, and additional maintenance of the area as needed.

Deputy Mayor Stortecky read:

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.

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

A motion was made to approve the revised resolution as presented by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

Acceptance of Grant Monies / Donations:

Presentation from Christine Rath, President, Friends of Youngstown.

FOY President Rath explained that the board needs to approve all grant applications prior to submission to confirm the Village will be able to accept the grant if awarded. She explained that at this time, there are 3 grants/programs that should be approved from a retroactive standpoint: Project Play, Let's Get Moving and Sensory Program.

Project Play grant donation:

Deputy Mayor Stortecky read:

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.

A motion was made to accept the Project Play grant donation by Trustee Stevens and seconded by Trustee Stella. All in favor, motion carried.

Project Play Program Director:

Deputy Mayor Stortecky read:

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. In addition, two staff member hours are also included in the grant and paid out on 1099 vouchers in August and September as the hours were worked.

A motion was made to appointment Jeff Gruarin the Project Director with approval to pay \$1,500 for that position. The motion was made by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

Let's Get Moving grant donation:

Deputy Mayor Stortecky read:

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.

A motion was made to accept the grant donation by Trustee Stevens and seconded by Trustee Stella. All in favor, motion carried.

Sensory Space program grant donation:

Deputy Mayor Stortecky read:

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.

A motion to accept the grant donation was made by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

Deputy Mayor Stortecky read:

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).

A motion was made to approve the budget amendment as presented by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

Youngstown Lions Club police donation:

Deputy Mayor Stortecky read:

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.

A motion to accept the donation was made by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

Budget amendment for the Police donation:

Deputy Mayor Stortecky read:

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.

A motion to approve the budget amendment as presented was made by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

CONTRACTS/AUTHORIZATIONS:

Renewal of Raising Fowl permits (3):

Deputy Mayor Stortecky read:

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.

A motion to renew Kyle Heath and James and Jodi Woock's raising fowl permit was made by Trustee Stevens and seconded by Trustee Stella. All in favor motion carried.

As Trustee Stevens was required to recuse herself from voting on her renewal, the vote for her application is tabled until the October work session.

701 Nancy Price Drive:

Deputy Mayor Stortecky stated that Mayor Reisman and the applicant's team have mutually agreed to table the final decision of the application for development of 701 Nancy Price Drive until the meeting on October 24, 2024 so that a complete board is present.

FACILITIES USE REQUESTS:

Deputy Mayor Stortecky read:

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 Gruarin, 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.

Deputy Mayor Stortecky stated that if all three Department Head's approve the facility use, the board would not need to be involved. Trustee Stevens asked if the board will still be notified when the building is being used and Clerk-Treasurer stated that the Trustees could be added to the calendar invite/reminder.

Deputy Mayor Stortecky stated that if any application was denied, the board should be informed as to why. Recreation Director Gruarin and Clerk-Treasurer Beaudreau confirmed.

A motion to allow approval of facility use applications by Recreation, Clerk's Office and DPW Department Head's was made by Trustee Stella and seconded by Trustee Stevens. All in favor, motion carried.

ITEMS / DISCUSSION/ CORRESPONDENCE:

Clerk-Treasurer Beaudreau stated that an email was forwarded to the Trustees from Niagara Hospice thanking everyone for making the Mighty Niagara Marathon a success.

BOARD REPORTS:

Youngstown Business and Professional Association:

Trustee Stella reported that the Youngstown Business and Professional Association is getting their new brochures printed and are working on the benches project. She stated that Bandana's

owners Melissa and Rob Kudel are here to stay contrary to rumors that they have sold the business.

Upward Niagara Chamber of Commerce:

Trustee Stella stated that the Upward Niagara Chamber continues to work on events and the awards dinner. She stated that Jennifer Pauly has been in service with the Chamber for 15 years.

Sewer billing for Water Street property owned by Rick Lohr:

Trustee Stevens stated that she thought the Eldorado water billing question would be on the agenda this evening. Deputy Mayor Stortecky stated that there would not be a quorum to vote on the decision this evening as he felt that certain Trustees should recuse themselves from the discussion.

New business in the Village:

Trustee Stevens stated she went to the ribbon cutting ceremony for Studio A and it is a great space.

Friends of the Youngstown Free Library:

Trustee Stevens stated that the Friends of Youngstown book sale will be held November 7-9, 2024 and on November 19, the Friends will be holding a birthday party for the anniversary of the library.

Friends of Youngstown:

Deputy Mayor Stortecky stated that the grants received from Friends of Youngstown are a great collaboration of all involved with some great programs for the kids. He stated that to date \$56,000 has been raised in donations and that streamlining the process for accepting those donations will be a part of the Village's best practices.

PUBLIC COMMENTS:

Deputy Mayor Stortecky read:

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

Resident Susan Bray presented a folder with a letter and documentation to each Trustee on a Department of Environmental Conservation (DEC) index of data/docs for the Youngstown Cold Storage building. She spoke for three minutes about the contents of the folder.

Resident Tim Adamson stated that he was enthused about the progress to develop the Cold Storage site and is glad to see it continues to move forward. He stated he was previously a Trustee and the board (during his tenure) found no other way to remediate the property than to take down the building and move forward.

ANNOUNCEMENTS:

Deputy Mayor Stortecky read:

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.

So noted.

With no further discussion, a motion to adjourn the meeting at 7:51 p.m. was made by Trustee Stevens and seconded by Trustee Stella. All in favor, motion carried.

Respectfully submitted,



Amy Beaudreau
Clerk-Treasurer