



INCORPORATED:
APRIL 18, 1854

Village of Youngstown

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Board of Trustees meeting agenda – February 27, 2025

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

Reminder to all Trustees and Department Heads: Use the microphone closest to you while speaking. Turn the microphone off when not speaking. Please turn off or silence all cellular devices.

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 January 10 through February 26, 2025:

General:	\$	63,329.59
Water:	\$	540.00
Sewer:	\$	2,704.08
H-Cap	\$	0.00
Trust:	\$	0.00
Total	\$	66,573.67

A motion is needed to approve the Abstract of Audited Vouchers.

Sales Tax:

January 2025 monthly Sales Tax distribution to the Village of Youngstown was received on January 24, 2025 in the amount of \$52,848.59 from Niagara County.

February 2025 monthly Sales Tax distribution to the Village of Youngstown was received on February 21, 2025 in the amount of \$45,226.35.

Year to date Sales Tax is \$ 98,074.94. The same year to date for NC Sales tax was \$101,504.72.

So noted.

Budget Amendment(s):

Legal Services:

A budget amendment in the amount of \$33,510.04 is needed for legal services.

Money will need to be moved from A1990.4 Contingency and moved to A1420.4. Attorney retainer and expenses.

Motion needed on the budget amendment.

Building Permit Fee Schedule

Request for a motion to adopt the same building permit fee schedule as the Town of Porter, who is currently engaged in shared services with the Village of Youngstown. Peter has strongly advocated for this alignment, stating that it would be beneficial for both the Village and the Town to maintain consistent fees, given that the code enforcement work remains the same for both entities. Attached for reference is our current fee schedule for 2025. This alignment would promote efficiency and clarity for residents seeking permits.

A motion is needed to adopt the new building permit fee schedule.

ANNOUNCEMENT:

On January 24, 2025, Amy Beaudreau resigned from her position as Clerk-Treasurer of the Village of Youngstown, creating a vacancy in this role.

So noted.

RESOLUTION:

Clerks Office Titles Resolution:

Resolution 1-2025 Resolution to Update Titles in the Clerk's Office

WHEREAS, the Village Board is committed to enhancing accountability and transparency in financial management to ensure the effective administration of Village operations; and

WHEREAS, the current titles of Clerk-Treasurer, Deputy Clerk-Treasurer, and Deputy Clerk consolidate financial and administrative responsibilities, which may create potential conflicts of interest; and

WHEREAS, separating the roles of record-keeping and financial management will establish a system of checks and balances, ensuring that one individual is responsible for administrative duties (Clerk) while another oversees financial responsibilities (Treasurer);

NOW, THEREFORE, BE IT RESOLVED, that the Village Board hereby authorizes the following title changes within the Clerk's Office, effective immediately:

1. The position of Clerk-Treasurer shall be re-designated as Clerk to focus on record-keeping and administrative duties.
2. The position of Deputy Clerk-Treasurer shall remain unchanged as Deputy Clerk-Treasurer with duties to support both roles as needed and can act for and in the place of the Village Clerk and the Village Treasurer as needed.
3. A new position of Treasurer shall be established to manage and oversee all financial matters of the Village, ensuring oversight of funds.

BE IT FURTHER RESOLVED, that this restructuring is intended to enhance accountability and transparency by clearly defining responsibilities, thereby improving governance and promoting public trust in Village operations.

A motion is needed to approve resolution 001-2025 Clerk's Office Titles.

Standard Work Day Resolution for Employees

Resolution No. 002-2025 Establishing Standard Workday for Village Employees

WHEREAS, the Village of Youngstown is required to establish and report the standard workday for its employees for the purpose of determining retirement system service credit; and

WHEREAS, the following standard workdays have been reviewed and established for designated positions within the Village;

NOW, THEREFORE, BE IT RESOLVED, that the Village of Youngstown hereby establishes the following standard workdays for its employees:

- DPW Superintendent, MEO, and Laborer: 8-hour workday
- Police Chief and Police Sergeant: 8-hour workday
- Clerk, Treasurer, Deputy Clerk-Treasurer: 7.5-hour workday
- Recreation Director, Recreation Leaders, and Senior Van Driver: 6-hour workday

BE IT FURTHER RESOLVED, that this resolution shall be recorded in the minutes of the Village Board and filed in accordance with applicable reporting requirements.

A motion is needed to accept the Resolution for the Village of Youngstown employees standard work day.

CONTRACTS/AUTHORIZATIONS:

Approval for Yoga Class in Sensory Space

Request for approval for Jeff to add a Yoga class to the sensory space, to be conducted by Brenda Zechmeister. On May 3, 2025, Ms. Zechmeister plans to offer a sensory space yoga class for 30 minutes at a cost of \$50. Insurance is on file for Ms. Zechmeister's Yoga business. This initial session will be funded from our budget, while future classes will be supported by the Tower Grant. Since this item falls within Jeff's existing budget, a budget amendment is not necessary.

A motion is needed for approval to add Yoga to the Sensory Space program.

Approval of Planning Board Recommendation – Site Plan for 150-156 Jackson Street

The Board of Trustees will review and consider the Planning Board's recommendation to approve the site plan submitted by Benjamin Blankenship for the property located at 150-156 Jackson Street, Youngstown (Tax Map 45.14-1-1). The proposed project includes the construction of a four-dwelling unit. A motion is needed to approve the site plan as recommended by the Planning Board.

A motion is needed for approval of Planning Board Recommendation – Site Plan for 150-156 Jackson Street.

BUILDING/PARK USE REQUESTS:

Friend of Youngstown, Inc - Girls Softball Tournament

Friends of Youngstown has requested approval to use Veterans Park on August 29 through August 31 from 7:00 p.m. to 9:00 p.m. for a Girls Softball Tournament.

A motion is needed to approve the use of the park for Friend of Youngstown, Inc - Girls Softball Tournament.

Friends of Youngstown, Inc – 31st Nancy Price 5k Run

Friends of Youngstown has requested approval for the 31st Annual Nancy Price 5K Run on May 9, 2025. The request includes a road closure on Second Street from Griffon to William Street, while still allowing access for local residents and DPW. Additionally, they are requesting the use of Public Works barricades and the assistance of the Youngstown Police and Fire Departments for the event.

A motion is needed to approve Friends of Youngstown, Inc – 31st Nancy Price 5k Run.

Niagara Pioneer House League – Summer Soccer 2025 Sign Up

Niagara Pioneer House League Soccer has submitted a Building Use Form to hold sign-ups for the Summer 2025 season in the Village Gym on February 8, 2025, from 10:00 AM to 12:00 PM, and on March 22, 2025, from 12:30 PM to 2:30 PM. This request has already been approved by Recreation Director Gruarin and DPW Superintendent Quarantillo therefore, no motion is needed.

Lewiston Porter Youth Football

Lewiston Porter Youth Football has submitted a Building Use Form to utilize the Gym and Board Room on April 5, 2025, at 12:45 PM for a one-time use event. This request has been reviewed and approved by Recreation Director Gruarin and DPW Superintendent Quarantillo therefore, no motion is needed.

ITEMS / DISCUSSION/ CORRESPONDENCE:

Correspondence from Solar Simplified

Sasha from Solar Simplified provided an update regarding the delays in applying resident discounts due to National Grid's interconnection issues, which are outside of their control. The project was completed in May 2024, and they anticipate going live by the second week of March. Additionally, he mentioned that the Village applied for a \$10K Tier 2 Campaign Grant, which is awaiting approval from NYSERDA. While residents can choose any provider, Solar Simplified remains the official Community Solar provider for the village. To express gratitude for the village's patience, they will send a \$2,500 check for the first 50 enrollments. Sasha will ensure more regular updates as the live date approaches.

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 Village Board will have a board meeting Thursday, March 13, 2025 at 7:00 p.m.