

Minutes  
Village of Orchard Park  
Board of Trustees

The regular meeting of the Board of Trustees of the Village of Orchard Park was held on Monday, March 23, 2020 in the Municipal Center, 4295 South Buffalo Street, Orchard Park, New York. Mayor Clinton called the meeting to order at 7:00 p.m. with the Pledge of Allegiance to the Flag.

Members present:

Mayor Jo Ann Litwin Clinton  
Deputy Mayor Matthew J. Hartung  
Trustee Francis T. Hogenkamp  
Trustee James C. Cosgrove  
Trustee Lauren A. Kaczor

Others present:

Clerk-Treasurer Mary Beth Jensen

Mayor Clinton announced that this meeting was streamed via: <https://youtu.be/RoSgUwlsaqQ>

Mayor Clinton made the following announcement:

“Fire exits are located at the rear in the Board Room and at the doorway to the lobby. In the event of a fire, you will be notified by announcement on the public address system. If notified, please move in a calm and orderly fashion to the nearest exit.”

The public hearing scheduled to review a Special Use application by Brian Tefft to operate an eating and drinking establishment at 6413 W Quaker Street has been postponed.

Moved by Trustee Kaczor, seconded by Trustee Hartung to accept the minutes of March 9, 2020 as presented.

On the question:	4 voting “Aye”	0 voting “Nay”	Carried
	Trustee Hogenkamp		
	Trustee Hartung		
	Trustee Cosgrove		
	Trustee Kaczor		

Moved by Trustee Hartung, seconded by Trustee Kaczor that vouchers numbering 3388 to 3407 in abstract #16 of fiscal year 2019-2020 in the amount of \$30,729.70 be paid as presented and that Clerk-Treasurer Jensen be authorized to pay all vouchers submitted prior to the next meeting, after review by Deputy Mayor Hartung or Mayor Clinton, if necessary.

On the question:	4 voting “Aye”	0 voting “Nay”	Carried
	Trustee Hogenkamp		
	Trustee Hartung		
	Trustee Cosgrove		
	Trustee Kaczor		

There were no comments from the floor of items not on the agenda; comments available via email.

- Code Enforcement Officer John Gullo was excused.
- Manager of Public Works Wittmeyer was excused.
- Trustee Kaczor reported that the Small Business Association Disaster Loan Program was approved for all counties of NYS. If a small business is interested, information will be available on the Village Website.
- Deputy Mayor Hartung reported that the Department of Public Works will be off for two weeks, but will be responding to emergencies. Please contact the Orchard Park Police Department who will contact the Department of Public Works. He also reported that the Village is lifting the overnight parking ban immediately.
- Trustee Hogenkamp hopes that everyone will follow the rules and directions to help us move through these times more quickly and be health minded.
- Trustee Cosgrove hopes that all are safe and healthy.
- Clerk Treasurer Jensen reported that the Village Office is staffed from 10am to 2pm, Monday through Friday.
- Attorney Marshall was excused.
- Mayor Clinton reported
  - Concerns or comments can be sent by email to [VillageOffice@OrchardParkVillage.org](mailto:VillageOffice@OrchardParkVillage.org)
  - The Village Website will continue posting updated information
  - Village Elections have been re-scheduled for April 28. It is still unclear of the procedure, but absentee ballot applications will be available on the website.
  - Water billing has been delayed. Readings are now planned for April 30<sup>th</sup>. Updates will be on the Village Website as they are confirmed.
  - Meeting minutes and video recording will be posted on the Village Website asap.
  - Please practice social distancing practices and stay in if possible.

Moved by Trustee Cosgrove, seconded by Trustee Hogenkamp that the bid for the purchase of materials to replace the existing decorative street poles and luminaires in the Village of Orchard Park be awarded to GrayBar Electrical, Inc. in the amount of \$352,242.00. After a thorough review of the bid proposals received on March 11, 2020 it is determined that GrayBar, the lowest bidder, is qualified to supply the materials for the project as requested. The cost for the purchase to be expended from the Reserve for Public Improvement, after a permissive referendum, not to exceed \$352,242.00.

On the question:	4 voting "Aye"	0 voting "Nay"	Carried
	Trustee Hogenkamp		
	Trustee Hartung		
	Trustee Cosgrove		
	Trustee Kaczor		

The next regular meeting is scheduled for April 13, 2020. If this changes, the information will be posted on the Village Website through Town informational phone messages and via press release.

Moved by Trustee Hartung, seconded by Trustee Hogenkamp to adjourn at 7:10pm.

Respectfully submitted

Mary Beth Jensen  
Village Clerk-Treasurer