

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, September 13, 2021 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  
Manager of Public Works Wittmeyer  
Attorney Philip M. Marshall  
Code Enforcement Officer John Gullo

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.”

A public hearing was scheduled and advertised for this time to hear public input on the use of Community Development Block Grant Funds.

Mayor Clinton opened the hearing and explained that Erie County funds projects that meet a certain criteria. The Village is considering 3 projects this year: rehabbing the lavatories at the Railroad Depot, replacing a current path with a sidewalk connecting Green Lake to the Village sidewalks and support of the Rural Transit Service.

Mayor Clinton then asked 3 times for positive comments. There were none.

Mayor Clinton then asked 3 times for comments in opposition. There were none.

Moved by Trustee Kaczor, seconded by Trustee Hartung to close the hearing at 7:03 p.m.

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 Hogenkamp to authorize Mayor Clinton to sign, submit and execute a contract with Erie County Community Development Block Grant (ECCDBG) program for the following projects upon approval of ECCDBG.

1. Rehab lavatory facilities at the Railroad Depot to be ADA compliant
2. Rural Transit Service, Inc.
3. Install an ADA compliant sidewalk along N Lake Drive between S Buffalo St and the Village Line

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

Moved by Trustee Kaczor, seconded by Trustee Cosgrove to accept the minutes of

August 9, 2021 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 the vouchers numbering 4181-4243 in Abstracts 118-119 of fiscal year 2021-2022 in the amount of \$122,797.55 be paid as presented.

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

No comments from the floor of items not on the agenda.

Moved by Trustee Hartung, seconded by Trustee Hogenkamp that the reports of the Village Justice for July and August; the Associate Village Justice for June, July and August; and the Water Department and Treasurer for the month of August be received and filed.

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

- Code Enforcement Officer John Gullo had nothing to report.
- Manager of Public Works Wittmeyer reported that the road projects on Lockwood, Carrow and Park are moving along and paving of those roads is projected for September 22-24.
- Trustee Kaczor reported that her Letter to the Editor recently published in the local newspapers was submitted as a resident of the Town and not as a Village Trustee. It was not written to reflect the views of the Village Board, but on behalf of herself as a private citizen.
- Deputy Mayor Hartung reported on the progress of the capital projects: the ADA Sidewalk Ramps, the Waterlines on Lockwood and Carrow, the Pole Barn and Roof Replacement at the DPW Garage.
- Trustee Hogenkamp reported that the Railroad Depot renovations are almost complete. He encouraged anyone interested to take a tour which are offered Wednesday and Saturday mornings. He also mentioned that there have been several celebrations over the past few months at the Depot.
- Trustee Cosgrove had nothing to report.
- Attorney Marshall had nothing to report.
- Clerk Treasurer Jensen had nothing to report.
- Mayor Clinton had nothing to report.

Moved by Trustee Hogenkamp, seconded by Trustee Cosgrove that a public hearing be scheduled and advertised for September 27, 2021 at 7:00 p.m. to hear public comment

on a Local Law of 2021, amending the Code of the Village of Orchard Park, Chapter 225, "Zoning". A copy of the amendment is available in the Village Office.

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

Moved by Trustee Cosgrove, seconded by Trustee Kaczor, that the Village of Orchard Park establish the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time-keeping system records of activities maintained and submitted by these officials to the clerk of this body as presented: The detailed information is available on the Village website and in the Village Clerk's Office.

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

<u>TITLE</u>	<u>NAME</u>	<u>STANDARD WORK DAY</u>	<u>TERM BEGINS / ENDS</u>	<u>DAYS PER MONTH REPORTED</u>	<u>TIME KEEPING SYSTEM</u>
Clerk to Village Justice	Marie Falzone	6 hour work day	Term: 4/12/21- 4/11/2022	1.16 days per month	no
Part Time Clerk	Cynthia Jondle	6 hour work day	Term: 4/12/21- 4/11/2022	1 day per month	no
Deputy Clerk and Treasurer	Marcia Nickerson	7 hour work day	Term: 4/12/21- 4/11/2022	20 days per month	yes
Trustee	James Cosgrove	6 hour work day	Term: 4/5/2021 – 4/7/2025	.96 days per month	No
Trustee	Lauren Kaczor	6 hour work day	Term: 4/5/2021 – 4/7/2025	1.42 days per month	No
Clerk Treasurer	Mary Beth Jensen	7 hour work day	Term: 4/12/2021 – 4/10/2023	20 days per month	Yes

Mayor	Jo Ann Litwin Clinton	6 hour work day	Term: 4/5/2021 – 4/7/2025	10.14 days per month	No
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Moved by Trustee Kaczor, seconded by Trustee Hartung that the following budget adjustments be authorized for the fiscal year 2020-2021:

Increase revenue budget for:

Federal Aid General Fund by \$ 59,981.00

Increase expense budget for:

Transfer to Garbage from General Fund by \$ 13,185.00

Transfer to Capital from General Fund by \$ 46,796.00

On the question: 4 voting "Aye" 0 voting "Nay" Carried

Trustee Hogenkamp  
Trustee Hartung  
Trustee Cosgrove  
Trustee Kaczor

Moved by Trustee Kaczor, seconded by Trustee Hartung that the following budget adjustments be authorized for the fiscal year 2021-2022:

Increase budget for:

Sensory Crosswalk Plates Payroll HH-65410-101 by \$3,000

Reduce budget for:

Sensory Crosswalk Plates Contractual HH-65410-201 by \$3,000

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 Hogenkamp that Mayor Clinton be authorized to sign a Public Improvement Agreement between the Village of Orchard Park, the Town of Orchard Park and Lawrence and Samantha Broad. Lawrence and Samantha Broad desire to build a single-family home within the boundaries of the Town, where the only vehicular access to the property is via Westview Place, owned and maintained by the Village. The agreement will address Extension of Roadway, Watermain Extension, Hydrant Location, Permit for Home Construction, Utilities and Certificate of Occupancy.

On the question: 4 voting "Aye" 0 voting "Nay" Carried

Trustee Hogenkamp  
Trustee Hartung  
Trustee Cosgrove  
Trustee Kaczor

Moved by Trustee Cosgrove, seconded by Trustee Kaczor that Mayor Clinton be authorized to sign a Special Event Contract with the Orchard Park Police Department / Special Olympics, authorizing the Annual Torch Run on Village sidewalks and streets, September 16, 2021 beginning at 1:00 p.m.

On the question: 4 voting "Aye" 0 voting "Nay" Carried

Trustee Hogenkamp

Trustee Hartung  
Trustee Cosgrove  
Trustee Kaczor

Moved by Trustee Kaczor, seconded by Trustee Hartung that Mayor Clinton be authorized to sign a Special Event Contract with the Orchard Park High School Pep Club authorizing them to organize a Homecoming Parade on 9/25/2021 with two (2) stipulations:

1. Approval from the Orchard Park Police Department
2. Receipt of Permit from the NYS DOT

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 Hogenkamp that Mayor Clinton be authorized to sign a Special Event Contract with John Capriotto for a celebration at the Orchard Park Train Depot.

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

Moved by Trustee Hogenkamp, seconded by Trustee Kaczor that the Konica Minolta Bizhub 250 Copier be declared surplus and Manager of Public Works Wittmeyer be authorized to dispose of it properly.

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

Moved by Trustee Hogenkamp, seconded by Trustee Hartung that the meeting scheduled for October 11, 2021 be cancelled for the Columbus Day Holiday.

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 September 27, 2021.

Moved by Trustee Hartung, seconded by Trustee Hogenkamp to adjourn at 7:13 p.m.

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

Trustee Kaczor

Respectfully submitted,  
Mary Beth Jensen, Village Clerk-Treasurer