

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 12, 2022** 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 Lauren Rodo

Others present:

Clerk-Treasurer Mary Beth Jensen  
Manager of Public Works Wittmeyer  
Attorney Philip M. Marshall  
Code Enforcement Officer John Gullo

Members excused:

Trustee Dale T. Pyne

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.”

Moved by Trustee Rodo, seconded by Trustee Hartung to accept the minutes of August 8, 2022 as presented.

On the question: 3 voting “Aye”                      0 voting “Nay”                      Carried  
Trustee Hogenkamp  
Trustee Hartung  
Trustee Rodo

Moved by Trustee Hartung, seconded by Trustee Hogenkamp that the vouchers numbering 4791 to 4843 in Batches #159-162 of fiscal year 2022-2023 in the amount of \$306,715.48 be paid as presented.

On the question: 3 voting “Aye”                      0 voting “Nay”                      Carried  
Trustee Hogenkamp  
Trustee Hartung  
Trustee Rodo

Comments from the floor of items not on the agenda.

- Thomas and Karen Braun (43 Larned Lane)
- John Lutz (41 Larned Lane)

Residents from Larned Lane requested that the Village contact property owners on the west side of Larned Lane (from 39 Larned Ln to West Quaker St) to notify them that neighbors are having drainage issues and provide contact information if they would like to be part of the remediation.

- Attorney Marshall suggested they put their request in writing to the Village Board after their court date in October.

Moved by Trustee Hartung, seconded by Trustee Rodo that the reports of the Water Department and Treasurer for the month of August be received and filed.

On the question: 3 voting “Aye”                      0 voting “Nay”                      Carried  
Trustee Hogenkamp  
Trustee Hartung  
Trustee Rodo

- Code Enforcement Officer John Gullo reminded contractors that they are required to have snow plow permits if they are plowing in the Village. Information is on the Village website or can be picked up in the Village Office.
- Manager of Public Works Wittmeyer reported that leaf pickup will begin soon and reminded residents to keep branches and sticks in a separate pile from their leaves.
- Trustee Rodo had nothing to report.
- Deputy Mayor Hartung reported that OPMS and OPHS have designated locations for bus pickups. He alerted drivers to be aware of students walking to these locations, especially early in the morning when it is still dark. Deputy Mayor Hartung also reported that the DPW is milling and paving potholes.
- Trustee Hogenkamp 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 Rodo that a public hearing be scheduled and advertised for September 26, 2022 for the purpose of hearing public input for the use of the 2022 Community Development Block Grant funds in the Village of Orchard Park.

On the question:	3 voting "Aye"	0 voting "Nay"	Carried
	Trustee Hogenkamp		
	Trustee Hartung		
	Trustee Rodo		

Moved by Trustee Rodo, seconded by Trustee Hartung that 10 upholstered office chairs be declared surplus and taken to Erie County Surplus.

On the question:	3 voting "Aye"	0 voting "Nay"	Carried
	Trustee Hogenkamp		
	Trustee Hartung		
	Trustee Rodo		

Moved by Trustee Hartung, seconded by Trustee Hogenkamp to authorize expenditure from Reserve for Office Equipment not to exceed \$3,200.00, for the purchase of a conference table and 10 chairs from Millington Lockwood, subject to permissive referendum.

On the question:	3 voting "Aye"	0 voting "Nay"	Carried
	Trustee Hogenkamp		
	Trustee Hartung		
	Trustee Rodo		

Moved by Trustee Hogenkamp, seconded by Trustee Rodo that the following amendments be made to the Fee Schedule §A232-1:

Adding to Miscellaneous Fees:

Returned Check or Declined Electronic Payment	\$20
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On the question: 3 voting "Aye" 0 voting "Nay" Carried  
 Trustee Hogenkamp  
 Trustee Hartung  
 Trustee Rodo

Moved by Trustee Rodo, seconded by Trustee Hartung, 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.

<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: 4/11/22-4/10/23	3.42 days per month	No
Trustee	Dale Pyne	6 hour work day	Term: 4/11/22-4/3/23	1.637 days per month	No
Village Justice	James Cosgrove	6 hour work day	Term: 4/11/22 – 4/3/23	.645 days per month	No
Trustee	Lauren Rodo	6 hour work day	Term: 4/5/21 -4/7/25	1.45 days per month	No

On the question: 3 voting "Aye" 0 voting "Nay" Carried  
 Trustee Hogenkamp  
 Trustee Hartung  
 Trustee Rodo

Moved by Trustee Hartung, seconded by Trustee Hogenkamp authorizing Mayor Clinton to sign a Special Events Contract with St. John's Lutheran Church to hold an Octoberfest event on September 16, 2022 from 6-10pm.

On the question: 3 voting "Aye" 0 voting "Nay" Carried  
 Trustee Hogenkamp  
 Trustee Hartung  
 Trustee Rodo

Moved by Trustee Hogenkamp, seconded by Trustee Rodo that the Clerk Treasurer be compensated for the additional hours worked while the position of Deputy Clerk-Treasurer was vacant and during training.

On the question: 3 voting "Aye" 0 voting "Nay" Carried  
 Trustee Hogenkamp  
 Trustee Hartung

Trustee Rodo

Moved by Trustee Rodo, seconded by Trustee Hartung that the following budget adjustments be authorized for the fiscal year 2022-2023:

Increase expense budget for:

South Shore Fuel Expense Capital Fund by	\$ 1,431.38
Personal Service Clerk by	\$ 6,200.00
Personal Service Central Garage by	\$ 6,000.00
Clerk Treasurer Equipment by	\$ 3,200.00

Increase revenue budget for:

Transfer to General from other funds by	\$ 3,200.00
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Decrease expense budget for:

Hillside Fuel Expense Capital Fund by	\$ 534.46
Elmhurst Fuel Expense by	\$ 450.00
Hillside Contractual Expense by	\$ 446.92
Employee Benefits Deferred Comp by	\$ 7,800.00
Personal Service Clerk (AA-61325-110) by	\$ 1,760.00
Personal Service Building Inspector by	\$ 440.00
Personal Service Street Administration by	\$ 440.00
Personal Service Water Administration by	\$ 1,760.00

On the question: 3 voting "Aye"                      0 voting "Nay"                      Carried  
Trustee Hogenkamp  
Trustee Hartung  
Trustee Rodo

Moved by Trustee Hartung, seconded by Trustee Hogenkamp that the meeting scheduled for October 10, 2022 be cancelled for the Columbus Day Holiday.

On the question: 3 voting "Aye"                      0 voting "Nay"                      Carried  
Trustee Hogenkamp  
Trustee Hartung  
Trustee Rodo

The next regular meeting is scheduled for September 26, 2022.

Moved by Trustee Hartung, seconded by Trustee Rodo to adjourn.

On the question: 3 voting "Aye"                      0 voting "Nay"                      Carried  
Trustee Hogenkamp  
Trustee Hartung  
Trustee Rodo

Respectfully submitted,  
Mary Beth Jensen, Village Clerk-Treasurer