**VILLAGE BOARD OF TRUSTEES**

**MEETING**

**FEBRUARY 22, 2022**

Deputy Mayor Dennis Lutes presiding

MEMBERS: Mike Catalano, Judy Einach, Josh Freifeld

EXCUSED: Mayor Mike VandeVelde

OTHERS: Vince Luce, Becki Paternosh, Ed LeBarron, Andrew Webster, Andrew Thompson, Bonnie Rae Strickland, Michelle Miller,

Bill Miller, Blake Maras

**MAYOR/BOARD**

MINUTES

**The board made a motion by Trustee Catalano, seconded by Trustee Einach and was carried unanimously to approve the minutes of January 18, 2022.**

RESOLUTION # 1-2022/ENGINEERING PLANNING GRANT RESOLUTION OF SEQR FOR AWARD ALLOCATIONS

**The following resolution was approved on a motion made by Trustee Catalano, seconded by Trustee Einach and was carried unanimously.**

WHEREAS, the Village of Westfield submitted and was awarded an Engineering Planning Grant (EPG) under the Consolidated Funding Application (CFA) process on behalf of the Village, for a Wastewater Treatment Plant Improvements and Inflow & Infiltration Study; and

WHEREAS, the New York State Environmental Facilities Corporation offer a competitive statewide reimbursement grant programs for local governments, administered through the New York Clean Water State Revolving Fund; and

WHEREAS,Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law; and

NOW THEREFORE BE IT:

RESOLVED, that the Village of Westfield hereby determines that the proposed Inflow & Infiltration Study is a Type II action in accordance with 6 NYCRR Section 617.5(c) (24) and (27) which constitute “information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted Action; conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action” and is therefore not subject to further review under 6 NYCRR Part 617.

RESOLUTION #2-2022 ENGINEERING PLANNING GRANT RESOLUTION OF AUTHORIZATION AND PROJECT COSTS FOR AWARD ALLOCATIONS

**The following resolution was approved on a motion made by Trustee Catalano, seconded by Trustee Einach and was carried unanimously.**

WHEREAS, the Village of Westfield submitted and was awarded an Engineering Planning Grant (EPG) under the Consolidated Funding Application (CFA) process on behalf of the Village, for Wastewater Treatment Plant Improvements and Inflow & Infiltration Study; and

WHEREAS, the New York State Environmental Facilities Corporation offer a competitive statewide reimbursement grant programs for local governments, administered through the New York Clean Water State Revolving Fund; and

WHEREAS, that the Village of Westfield Board Trustees, accepts the EPG program grant award on behalf of the Village for an Inflow & Infiltration Study; and

NOW THEREFORE BE IT:

RESOLVED, that the Village Mayor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents, and instruments necessary to bring about the project and to fulfill the Village of Westfield’s obligations under the Grant Agreement; and

BE IT FURTHER RESOLVED, that the Village of Westfield authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the Inflow & Infiltration Study. Under the EPG program, this local match must be at least 20% of the EPG grant award of up to $30,000. The source of the local match, and any amount more than the required match, shall be provided through the Sewer fund. The maximum local match shall not exceed $6,000 based upon a total estimated maximum project cost of $36,000. The Mayor may increase this local match through the use of in-kind services without further approval from the Village of Westfield’s Board.

RESOLUTION #3-2022STANDARDIZING TO SIEMENS AS THE MANUFACTURER

FOR 34.5 KV SUBSTATION VACUUM CIRCUIT BREAKERS

**The following resolution was approved on a motion made by Trustee Catalano, seconded by Trustee Einach and was carried unanimously.**

WHEREAS, Village of Westfield, Chautauqua County, supports the standardizing to Siemens as the manufacturer for our 34.5 kV Substation Vacuum Circuit Breakers as recommended by the Department of Public Works Advisory Board

NOW THEREFORE BE IT RESOLVED,the Village Board of Trustees of the Village of Westfield authorizes standardizing to Siemens as manufacturer for our 34.5 kV Substation Vacuum Circuit Breakers.

RESOLUTION #4-2022SEQR FOR AWARD ALLOCATIONS

**The following resolution was approved on a motion made by Trustee Catalano, seconded by Trustee Einach and was carried unanimously.**

WHEREAS, the Village of Westfield submitted and was awarded an Engineering Planning Grant (EPG) under the Consolidated Funding Application (CFA) process on behalf of the Village, for a Wastewater Treatment Plant Improvements and Inflow & Infiltration Study; and

WHEREAS, the New York State Environmental Facilities Corporation offer a competitive statewide reimbursement grant programs for local governments, administered through the New York Clean Water State Revolving Fund; and

WHEREAS,Title 6 of the New York Code of Rules and Regulations (6 NYCRR) Section 617.5 under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law; and

NOW THEREFORE BE IT:

RESOLVED,that the Village of Westfield hereby determines that the proposed Inflow & Infiltration Study is a Type II action in accordance with 6 NYCRR Section 617.5(c) (24) and (27) which constitute “information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted Action; conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action” and is therefore not subject to further review under 6 NYCRR Part 617.

RESOLUTION #5-2022AUTHORIZATION AND PROJECT COSTS FOR AWARD ALLOCATIONS

**The following resolution was approved on a motion made by Trustee Catalano, seconded by Trustee Einach and was carried unanimously.**

WHEREAS, the Village of Westfield submitted and was awarded an Engineering Planning Grant (EPG) under the Consolidated Funding Application (CFA) process on behalf of the Village, for Wastewater Treatment Plant Improvements and Inflow & Infiltration Study; and

WHEREAS, the New York State Environmental Facilities Corporation offer a competitive statewide reimbursement grant programs for local governments, administered through the New York Clean Water State Revolving Fund; and

WHEREAS, that the Village of Westfield Board Trustees, accepts the EPG program grant award on behalf of the Village for an Inflow & Infiltration Study; and

NOW THEREFORE BE IT:

RESOLVED, that the Village Mayor is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the project and to fulfill the Village of Westfield’s obligations under the Grant Agreement; and

BE IT FURTHER RESOLVED**,** that the Village of Westfield authorizes and appropriates a minimum 20% local match as required by the Engineering Planning Grant Program for the Inflow & Infiltration Study. Under the EPG program, this local match must be at least 20% of the EPG grant award of up to $30,000. The source of the local match, and any amount in excess of the required match, shall be provided through the Sewer fund. The maximum local match shall not exceed $6,000 based upon a total estimated maximum project cost of $36,000. The Mayor may increase this local match through the use of in-kind services without further approval from the Village of Westfield’s Board.

REQUEST FROM ANNEX 25 INC. FOR 30-DAY WAIVER

**The board made a motion by Trustee Freifeld, seconded by Trustee Einach and was carried unanimously to approve for a 30-day for an on-premise Liquor License for Annex 25, Inc.**

UPDATE ON AMBULANCE PURCHASE AUTHORIZATION

**The board made a motion by Trustee Catalano, seconded by Trustee Freifeld and was carried unanimously to approve authorization for the Ambulance and Chair Stair purchase, ($8,020 including shipping), subject to Permissive Referendum with total amount of $224,961 out of the Capital Reserve Fund.**

SITE PLAN APPROVAL FOR 38 E. PEARL ST.

**The board made a motion by Trustee Einach, seconded by Trustee Catalano and was carried unanimously to approve the Site Plan submitted for 38 E. Pearl Street as recommended by the Village Planning Board.**

HAZARD MITIGATION PROCESS

**The continuation of The Hazard Mitigation Plan Process was approved on a motion made by Trustee Catalano, seconded by Trustee Einach and was carried unanimously.** The Village has been a part of this process which identifies risks in the community as to fire, flooding and other hazards which might be assisted by FEMA.

**POLICE DEPARTMENT**

MONTHLY REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the monthly report.**

BODY CAMERA DISCUSSION

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve for the purchase of new Body Cameras for the Police Department to replace the old, outdated ones.**

It was noted there had been a Grant received through the DA’s office available in the amount of $28,200 towards the purchase of the new cameras. This would be from a sole-source company which means no one else makes these cameras. The remainder of the total amount would be covered by the *Stop DWI* money.

**FIRE DEPARTMENT**

MONTHLY REPORT

**The board made a motion by Trustee Catalano, seconded by Trustee Freifeld and was carried unanimously to approve the monthly report.**

NEW FIRE DEPARTMENT MEMBERS

**New Fire Department members Kayla Malmgren and Tyler Woleben were approved by the board on a motion made by Trustee Freifeld, seconded by Trustee Catalano and was carried unanimously.**

**RECREATION DEPARTMENT**

PROGRAM REPORT

**The board made a motion by Trustee Freifeld seconded by Trustee Einach and was carried unanimously to approve the Recreation Department monthly report.**

**CODE ENFORCEMENT**

REPORT   
 **The Code Office Report was approved on a motion made by Trustee**

**Catalano seconded by Trustee Freifeld and was carried unanimously.**

**HISTORIAN**

REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously to approve the Historian’s Report.** It was noted by the Trustees the amount of work done by Marybelle is greatly appreciated.

**PUBLIC WORKS**

PERMISSION TO TRANSFER FUNDS FROM ASPHALT 001-5110-0471

**The board made a motion by Trustee Freifeld, seconded by Trustee Catalano and was carried unanimously to approve the transfer of funds as follows:**

**To: $2,500.00 Building Maintenance & Repair 001-5132-0420**

**$8,400.00 Sidewalk Maintenance Expense 001-5410-0438**

**$6,200.00 Sidewalk Rebate 001-5410-0475**

**WATER & SEWER**

UPDATE

It was noted that the second phase of work on the Sewer plant has been completed and the new owner manual is in the process of being finished up.

**ELECTRIC DEPARTMENT**

REQUEST TO GO TO BID FOR 2 VACUUM CIRCUIT BREAKERS FOR BOURNE ST. SUBSTATION

**The board made a motion by Trustee Catalano, seconded by Trustee Freifeld and was carried unanimously to approve going to bid for the 2 vacuum circuit breakers for the Bourne St. Substation.**

REQUEST TO AMEND P.O. TO ADD JEMS PKG. TO BUCKET TRUCK

**The board made a motion by Trustee Freifeld seconded by Trustee Einach and was carried unanimously to approve amending the purchase order to add JEMS Hybrid Package for the New Bucket Truck with the additional cost of $75,722 covered by reimbursement from IEEP.**

**TREASURER**

REVENUE & EXPENSE REPORTS

**The board made a motion by Trustee Catalano, seconded by Trustee Freifeld and was carried unanimously to approve the Revenue and Expense Reports.**

**CLERK**

WARRANTS

**The following warrants were approved on a motion made by Trustee Freifeld seconded by Trustee Catalano and was carried unanimously.**

**Electric W#44 $293,653.67**

**Water W#48 3,070.00**

**Sewer W#43 30,978.83**

**General W#38 69,956.91**

**Water W#47 32,042.83**

**Water W#50 7,738.55**

**Water Project W#51 76,660.25**

**Electric W#46 364,096.51**

**Sewer W#45 41,722.32**

**General W#40 64,377.49**

38 E. PEARL STREET

The Clerk noted that the Mayor, the Board and the Community welcome the new owners of 38 E. Pearl Street and appreciate all the time, effort and money that is being put into this new area of attraction for Westfield and look forward to its completion.

**There being no further business to come before the board the meeting was adjourned on a motion made by Trustee Einach, seconded by Trustee Freifeld and was carried unanimously.**