**VILLAGE BOARD OF TRUSTEES**

**MEETING**

**NOVEMBER 21, 2022**

Deputy Mayor Dennis Lutes presiding

MEMBERS: Judy Einach, Blake Maras

EXCUSED: Mayor Mike VandeVelde, Josh Freifeld

OTHERS: Vince Luce, Becki Paternosh, Rob Genthner, Erin Schuster, Chris Reese, Andrew Webster, Don McCord, Bonnie Rae Strickland, Tom Fromberger (OMRB Group), Luke Stoughton, Xander Teeter, David Haskin, Jen Morse, Ed Slate

**MAYOR/BOARD**

7:00 PUBLIC HEARING/CDBG

MRB representative Tom Fromberger, spoke to the meeting regarding the CDBG Project and gave an overview noting that they are looking into improving the water infrastructure in particular areas within the Village. Watermains are undersized and pressure is low. Also, sidewalks, and hydrant spacing, etc. were being studied as well. Preliminary data has been prepared and evaluations have been done. Work will be done partially by the Village and partially by private Contractors. The duration will be over a three-year period.

Erin Schuster noted as far as the replacement of the 4” waterlines that are projected to be replaced, every year there is a Sanitary Survey which is done by the Chautauqua County Health Department Engineer and every year Westfield gets written up because the requirements are for a 6” watermain to be in place for the fire hydrants.

MEETING TIME CHANGE

The Village Board meeting which was previously scheduled for December 19th was rescheduled for December 5, 2022.

MINUTES

**The board made a motion to approve the minutes of 10/17/22 by Trustee Einach, seconded by Trustee Maras, and was carried unanimously.**

2023 HOLIDAY SCHEDULE

**The finalized 2023 Holiday Schedule was approved on a motion made by Trustee Maras, seconded by Trustee Einach and was carried unanimously.**

SCHEDULE PUBLIC HEARINGS

**The board agreed on a motion made by Trustee Einach, seconded by Trustee Maras and was carried unanimously to schedule a Public Hearing for Local Law #1-2022/Building Code Updates for December 5th at 7:00 p.m.**

**The board made a motion by Trustee Maras seconded by Trustee Einach and was carried unanimously to schedule the Public Hearing for Local Law #2-2022/Tree Law for the December 5th meeting at 7:15 p.m.**

ALS-BLS JOINT PREHOSPITAL SERVICE AGREEMENT

**Following discussion, the board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve the ALS-BLS Agreement.**

REQUEST EXECUTIVE SESSION TO DISCUSS LITIGATION

**POLICE DEPARTMENT**

**Chief Genthner gave the Police report which was approved on a motion made by Trustee Einach, seconded by Trustee Maras and was carried unanimously.**

RESIGNATION

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to accept the resignation of Officer Ty Pattyson.**

Chief Genthner reported that he is now out of Part-Time Officers which is causing an emergency situation. Board to re-evaluate at the December 5th meeting.

**FIRE DEPARTMENT**

**The Fire Department Report was approved on a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously.**

KEY FOB AWARD

Chief Chris Reese noted that the Contract has been awarded to Allied Alarm Services for the Key Fobs replacement. And the Overhead Door quote was awarded to Plyler Overhead.

PESH VIOLATIONS – OSHA REGULATIONS DISCUSSION

The Fire Chief reported the Fire Department had received two violation notices plus 10 other items stemming from the fire on Webster Road, May 4, 2022. He expressed the extreme difficulty with the cumbersome regulations being set forth by the State which are only increasing with regularity, making it hopeless to have the Community’s fire and human emergencies dealt with effectively.

**RECREATION DEPARTMENT**

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve the Recreation Department report given by Andrew Webster.**

**CODE ENFORCEMENT**

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to approve the Code Enforcement Report as presented.**

REQUEST EXECUTIVE SESSION TO DISCUSS LITIGATION

**HISTORIAN**

REPORT

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve the Historian’s Report as presented.**

**PUBLIC WORKS**

HIRE EMPLOYEE

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to approve to hire Adam Moulton as full-time Utility Worker.**

CARRYOVER VACATION

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve for Ed LeBarron to carryover 20.5 vacation days, (which will be down to 15 next week).**

**WATER & SEWER DEPARTMENT**

FULL-TIME APPOINTMENT

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to approve for Maintenance Mechanic, Jerry Crane to go from a probationary position in the Sewer Dept. to full-time status.**

**ELECTRIC DEPARTMENT**

BID AWARD

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to approve to award the Electric Hendrix Line Materials Bid to Stuart C. Irby in the amount of $75,950 for the transmission line from Bourne Street to Portage Street Substation.**

EMPLOYEE PROMOTION

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to approve the promotion of Trenton Leverentz to full-time permanent status in the Electric Department.**

**TREASURER**

APPROVAL OF REVENUE & EXPENSE REPORTS

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

**CLERK**

WARRANTS

**The following warrants were approved on a motion made by Trustee Einach, seconded by Trustee Maras and was carried unanimously.**

**WPCF Upgrade W#7 130.00**

**Water/Minton Pump W#36 15,366.25**

**Sewer W#30 44,502.52**

**Electric W#27 204,645.76**

**General W#26 62,282.24**

**Water W#35 7,157.89**

**General Fund W#27 320.00**

**Electric W#29 248,830.74**

**Water/Minton W#40 1,800.00**

**Sewer W#32 77,610.63**

**Water W#39 54,302.62**

**General W#30 211,236.75**

**VISITORS**

TREES

A resident questioned if the trees that the Village offers from the Grant get planted by Village workers, which the answer was no, not on private property.

WADE’S GAS STATION

The question was asked about the status of Wade’s gas station. WDC Director noted that the Village entered into an agreement with the County and it was deeded over to the Village of Westfield. An asbestos study had been done, paid for by the Land Bank, and there was some minor asbestos found. If the decision is made to tear it down, it will be done by an independent contractor.

BLISS STREET QUESTION

The question was asked if the people on Bliss Street pay for their drainage tile. The Treasurer answered that it is paid for by the Village.

WATERLINE

How far does the Village waterline extend to the East, out by Dodge City? Erin Schuster answered that it goes past that area, but the sewer line doesn’t. There was a meeting with the prospective buyers and they are aware that there is no sewer line there and they would have to hire a private contractor to handle that issue. The water installation was a Town project as it is within the Town District.

UTILITY BILLING QUESTION

A resident questioned a late fee charged for the October Electric Bill noting there was an incorrect date on the bill which was sent out. It went from September’s date and carried through to October. She had looked at the bill and not realized that the entire thing was incorrect. She had requested a waiver of the amount in question that was explained as a late charge.

The Treasurer explained that the billing date was September 15th, due in October; the due date said September 15th, it was due in October. The bills are due the same time every month. A text message was sent out to notify everyone. Hundreds of people were billed incorrectly, they either received the text message or called us. There did not seem to be an issue and they all paid by the due date. It was felt it would not be appropriate to waive one person’s late fee when all others paid when it was supposed to be paid.

CLOSE PUBLIC HEARING

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to close the public hearing.**

EXECUTIVE SESSION

**The board made a motion by Trustee Einach, seconded to enter Executive Session to discuss Litigation and Personnel issues.**

**Following discussion, the Board made a motion to re-enter the regular meeting on a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously.**

ACTION

**Action taken resulting from the Executive Session is as follows:**

**The board made a motion by Trustee Einach, seconded by Trustee Maras and was carried unanimously to approve the hiring of Elaine Knopp as Part -Time utility billing clerk at $18.00/hr. – 20 hours a week.**

**The board made a motion by Trustee Maras, seconded by Trustee Einach and was carried unanimously to close the Eason Hall Office, Tuesday, January 3rd for the Mayor, Board and staff to attend a Retirement Luncheon at Calarco’s**

**for Marie Edwards.**

There being no further business to come before the board the meeting was adjourned.