

January 15, 2014

The regular meeting of the Village of Cassadaga was held on January 15, 2014 beginning at 7:34 with Mayor LeeAnn Lazarony presiding. Prior to meeting a Workshop was held beginning at 6:39 PM. Trustees present were Ron Dechard, Michael Lehen, Valerie Culverwell, and Jeff Frick. Also in attendance were Roxanne Astry, Angelica Martin, Tom Fetter and Attorney Mike Norris.

RESOLUTION #192

MOVE INTO EXECUTIVE SESSION TO DISCUSS EMPLOYEE HANDBOOK DRAFT.

Mayor Lazarony moved to go into Executive Session at 6:39 pm., second by Trustee Dechard to go over draft of Employee Handbook. VOTE: 4 AYES, 0 NAYS.

RESOLUTION #193

COME OUT OF EXECUTIVE SESSION.

A motion was made by Trustee Frick to come out of executive session at 7:25, second by Trustee Dechard. VOTE: 4 AYES, 0 NAYS.

Trustee Mike Lehen was in need of exiting the meeting prior to executive session.

RESOLUTION #194

APPROVAL OF MINUTES

Motion made by Trustee Culverwell, second by Trustee Dechard to approve the minutes of December 16, 2013 minutes. VOTE: 3 AYES, 0 NAYS.

RESOLUTION #195

ACCEPT AGENDA

A Motion was made, after adding Resignation and Mayor appointment, by Trustee Dechard to approve the agenda, second by Trustee Frick. VOTE: 3 AYES, 0 NAYS.

GUESTS:

Engineer Greg McCorkhill, Bill Astry, Dave Muscato; Chief of CVFD, Mary Slaven, Dave Wilson; Town of Stockton Supervisor and John and Susan Sipos. Also newly appointed Josh Slaven was in attendance.

Dave Muscato wanted to let the Board know that he was officially retiring as the Chief at the Fire Department. He thanked the board for their support and reminded them of Firemen's banquet on Saturday.

Town of Stockton Supervisor Dave Wilson brought the new Code Enforcement and Zoning Officer Shared Service Contract between the Town of Stockton and Village of Cassadaga for approval and Mayor's signature.

Village Historian John Sipos wanted to say that December was a busy month for the village. He also acknowledged all the pictures in the paper,

including pictures of the flooding of Dale Drive, the swans, and Christmas pictures. He mentioned Santa in the park and the library contributions on that day. John finally gave the Board a memory board filled with pictures of the above mentioned pictures for the month of December for the Village.

RESOLUTION #196

SHARED SERVICE CONTRACT BETWEEN THE TOWN OF STOCKTON AND THE VILLAGE OF CASSADAGA FOR CODE ENFORCEMENT AND ZONING ENFORCEMENT

A motion was made by Trustee Frick, second by Trustee Culverwell to approve the contract for the 2014 year for shared service between Town of Stockton and Village of Cassadaga for agreement beginning on February 1st and ending January 31, 2015 for Code Enforcement and Zoning Enforcement. VOTE: 3 AYES, 0 NAYS.

ATTORNEY MIKE NORRIS REPORT:

- Mike discussed the Employee Handbook draft with the Board. He would like to have the handbook finalized as soon as possible.
- It was decided to finalize with a workshop in February.

STEARNS & WHEELER REPORT: GREG MCCORKHILL

- Wanted to let the Board know that they started the well up after the holidays (they did not want to do it before the holidays). He stated they had trouble with it working. When the pump was turned on, it would surge upon the startup, but the surge caused the pump to shut off. They are working with the contractor to resolve the concerns. They are looking for alternatives for a solution.
- LeeAnn is receiving an award on February 6 for the water project. All members are invited to attend the ceremony in Williamsville.
- The timeline for finishing the project was targeted for December. They asked Rural Development for an extension and were given to March, however, June is more likely when finalization will occur.
- He wants Tom and Garrett to be completely comfortable with working with the new system. There will be as much training as needed and a manual, record drawings showing where everything is (valves, boxes, etc.).

MAYOR LAZARONY'S REPORT:

- She stated that the remodel of the kitchen is done and looks great.
- The bill for the remodel has been submitted, with additional costs of \$895 for unexpected repairs that were essential to a solid finished project and painting of the bathrooms and trim in lobby.
- She also wanted to thank the Chautauqua County Jail for the workers sent to paint, the Hall looks great.
- She also wanted the Board to know that she is planning on attending the Mayor/Supervisor meeting next Thursday.

RESOLUTION #197

TO APPROVE THE ADDITIONAL WORK AND COSTS OF THE BILL FOR THE KITCHEN, AND TO PREPAY BEFORE THE NEXT MEETING.

A Motion was made Trustee Culverwell, second by Trustee Frick to pay extra charge of \$895 for extra work performed beyond original contract and to prepay before next meeting. VOTE: 3 AYES, 0 NAYS.

CLERK ASTRY'S REPORT:

- She stated that Teft Glass will give a quote for plexi glass for the quilt frame to replace the dirty plastic over the Bicentennial quilt.
- She is also getting a quote for the cleaning the blinds.
- She also mentioned that the budget meeting needs to be soon. It was then decided by the board that the budget meeting will be held after the next meeting.

SUPERINTENDENT OF PUBLIC WORKS TOM FETTER

- He stated that Garrett fell at the treatment building, hitting his head on the ice. He has not gone to the hospital or filled out an incident report yet. He stated that he will try to get Garrett into the office Friday afternoon to fill one out.
- He stated that there have been a few water meters that have been damaged due to being in unheated basements. He stated that new meters will cost \$108 and a new Touch Pad item that is available for ease of reading them are at a cost of \$804. The replacement cost for the meters, of \$108, is the customer's responsibility.
- He feels that the amount of road salt is pretty good and we should have enough to last the rest of winter.
- Jeff then asked about plowing the sidewalk in front of church. Tom mentioned that they do plow it, but residents continue to walk into the road anyway.

TRUSTEE DECHARD'S REPORT:

- He mentioned that he finally tracked down the street lights in need of fixing.

TRUSTEE LEHNEN'S REPORT: (read by Trustee Frick)

- Trustee Frick handed Mayor Lazarony the Fire Dept. report

Just before Trustee Culverwell gave her report, Mayor Lazarony wanted to thank Trustee Culverwell for all of her hard work and that it was a pleasure to work with her. Mayor Lazarony is sad to see her leave.

TRUSTEE CULVERWELL'S REPORT:

- Trustee Culverwell gave her resignation as Deputy Mayor and Trustee. She proceeded to read the letter she wrote for the Board, thus resigning.

- She wanted to thank the Board and congratulated the Mayor on her award for her work on the water project. Trustee Culverwell plans to attend the award ceremony for the Mayor.
- She stated that she will miss the budget meetings, the ups and downs with Tom Fetter, and will miss the beach and personnel.

RESOLUTION #198

ACCEPT THE RESIGNATION OF DEPUTY MAYOR/TRUSTEE CULVERWELL.
 A Motion was made by Trustee Frick, second by Trustee Dechard to accept the resignation of Valerie Culverwell with regrets. VOTE: 3 AYES, 0 NAYS.

Mayor Lazarony appointed Jeff Frick as the new Deputy Mayor in place of Valerie Culverwell.

Mayor Lazarony appointed Joshua Slaven as new Village Trustee to replace Valerie Culverwell's unexpired term ending March 31, 2015.

WELCOME JOSH SLAVEN. Josh Slaven was sworn in by Clerk/Treasurer Astry. Josh wanted to thank everyone and he is looking forward to working with everyone and to be a part of the decisions made for the village.

TRUSTEE FRICK'S REPORT:

- Gave Trustee Lehen's fire department report to the Board.
- Mentioned the plowing of the sidewalk in front of church.

RESOLUTION # 199

APPROVAL OF FINANCIAL STATEMENT

Trustee Frick moved, second by Trustee Slaven for the approval of the Financial Statement for January 15, 2014. VOTE: 3 AYES, 0 NAYS.

GENERAL FUND: \$200,306.08
 WATER FUND: \$436,860.06
 CAPITAL FUND: \$237,014.36
 RESERVE CVFD: \$ 5,896.88
 RESERVE DPW: \$ 5,172.43
 RESERVE BLDG: \$ 20,120.47

RESOLUTION # 200

APPROVAL OF BILLS

A motion was made by Trustee Frick, second by Trustee Dechard to pay bills as per Abstract of January 15, 2014, and Payroll of January 17, 2014.

VOTE: 3 AYES, 0 NAYS

Abstract Jan. 15, 2014 General ck.6420-6440	\$ 8,080.67
Abstract Jan. 15, 2014 Water ck. 6420-6440	\$ 2,987.46
Abstract Jan. 15, 2014 Capital ck. 253-254	\$ 20,554.40
Payroll Jan. 17, 2014 General Fund	\$ 2,131.06
Payroll Jan. 17, 2014 Water Fund; direct dep.	\$ 1,674.32

**Being no further business Trustee Dechard moved to close the meeting,
second by Trustee Frick at 8:15 pm.**

Respectfully submitted,

**Angelica Martin, Deputy Clerk
Roxanne Astry, Clerk Treasurer**

