Village of Cassadaga
Minutes Board of Trustees
7/1/2026

John Sipos reported that this is the 250th year that the Declaration of Independence was written, it was presented to Congress where changes were made, it contains 1337 words and was approved by Congress on July 4, 1776, its main purpose was to sever ties with Great Britian. Many towns are named after signers of the document. The document was not signed until August 7, 1776. It is meant to be spoken out loud not read and is written on parchment paper because of its durability. The words "one nation under God" are to be spoken with no pause between one nation and under God. With that said John led us in reciting the Pledge of Allegiance.

The public hearing -public comments-specific to Block Grant Application was opened at 7:05 pm by Rudy Abersold, guests were asked if there were any questions or concerns regarding the Block Grant Application, none came up.

RESOLUTION #117, A motion was made by Trustee Cruver to close the public hearing at 7:15pm, seconded by Trustee Rowley. 4 AYES, 0 Nayes, motion carried.

The regular meeting of the Village of Cassadaga was called to order at 7:20pm by Mayor Abersold. Trustees' present included Cathy Cruver, Danna DuBois, Jeff Frick and Dave Rowley. Clerk Sue Penhollow was also in attendance.

RESOLUTION #118 The minutes of the June 17, 2026 meeting were approved and accepted with a motion by Trustee DuBois seconded by Trustee Frick . 4 Ayes, 0 Nays.

RESOLUTION #119 The agenda was approved as presented a motion by Trustee Cruver, seconded by Trustee Rowley. 4 Ayes, 0 Nays.

Mayor – we are honored to have representatives for the Mainstreet Master Plan with us, Joseph Rollman from Leaf & Stone Landscape Architecture, Rebecca Wurster from Chautauqua County and Chris Cooke from Christpher J Cooke Architecture. They discussed the masterplan and left the document for the board to look over and discuss at the next meeting.

Guests: John Sipos, historian, Susan Sipos, Sue Asquith, Matthew Bykowski, Josh Bykowski, Myles & Kam Johnson, Nathan & Laura Pownall, Teri Seibert, Rebecca Wurster (Chautauqua County), Judith Garncarek, Deborah Metzger, A.J. Witkowski and Jeff Kozak
Welcome guests and comments: Deborah Metzger very happy with everything in the Village. Thank you to the volunteers painting at the beach, the trim is a deep blue. Sue Asquith, mural is coming. Hot water tank work is complete.

MAYOR'S REPORT: I wish to thank the volunteers that painted the trim and rest of the bathhouse recently at the beach. Sue Asquith, Randy Carlson, David and Jill Lawson. Any others that I may have forgotten.
Results of the New York State Comptrollers audit of the village's cybersecurity were recently available to the village. More discussion to follow. A zoom meeting is scheduled with state representatives on July 21st beginning at 9 am.

CLERK PENHOLLOW'S REPORT: July 1, 2026

Bills paid on 7/1/2026 $24,502.62
Abstracts are available to be viewed upon request.

Payroll for the payroll period 6/13/2026-6/26/2026 $ 3611.95

Community Bank Accounts:

Checking		$453,609.01
Trust & Agency		$ 16,992.54
Capital Water		$ 47,115.21
Water meter deposit		$ 557.15
General savings		$ 51,991.42
Water savings		$ 734.87
	TOTAL:	**$571,000.20**

Lake Shore Savings Accounts:

Debt Service Reserve (2103)	$363,407.14
General Savings – Village (3770)	$ 91,613.67
DPW Equipment Reserve (2098)	$ 22,554.76
Water Savings (3778)	$ 10,909.08
Village Reserve for Repairs (3808)	$ 50,466.02
CVFD Fire Department Equipment Reserve (2099)	$ 38,791.78

TOTAL: $577,742.45

respectfully submitted,

Sue Penhollow clerk/treasurer

RESOLUTION #120 motion by Trustee Frick to accept financial and payroll report, seconded by Trustee Rowley. 4AYES, 0 NAYES

OLD BUSINESS:

Creative Solutions-El Dorado utility billing-Have the attorney look over contract once he approves it a copy will be sent to all trustees for their approval.

Future water project – In Bob's report

Fire Hydrant maintenance and repair priority once everything is caught up.

Zoning Document – Nothing new.

NEW BUSINESS:

1. **Regional Economic Development Council (REDC)** Branding and Marketing grants, a gateway to the community, REDC does consulting work, a 50% match with a minimum of $50,000, $100,000 application. County 3% tourism. This is a partnership match fund. Village would have some skin in the game, put towards in kind service, most sense for Village- website signage good first step. Possible pass a resolution at the next meeting to have a marketing/branding firm work with us to get a cost estimate.
2. **Payroll percentage between Water and General Fund -** As requested by Alyssa at Doeren Mayhew, the DPW/WATER payroll will be split 60/40 respectively.
3. **Beach Staffing during CBC concerts**-It has always been assumed that the village provided lifeguards and the director at the concerts. Was assumed that beach staff set up and dpw clean up after each event – taxpayers are being taken advantage of. Trustee Rowley questioned, where are all the CBC volunteers, not splitting duties the assumption that the village takes care of we need better communication with he CBC. Trustee Cruver-concerts are funded through grants, funds should be used to

offset the cost of extra 1 hour for 3 people. She will have a conversation with Cindy Flaherty @ CBC. Trustee DuBois-CBC use to have a sign up sheet for set up and take down? Judy – guest the organization should be responsible for having volunteers.

4. **Metered water sale document-**New drafted document for pool filling. **RESOLUTION #121-**Motion by Trustee Rowley to accept document as drafted, seconded by Trustee Frick. Carried 4 AYES 0 NAYS.
5. **Rec Supply-Beach Bouys-Bouy Barrier Float/Rope-** to realign the swimming area, right now it is about 3 strokes to the raft. **RESOLUTION #122** motion made by Trustee DuBois to purchase new beach rope, floats and buoys with a price of up to $1500.00 seconded by Trustee Cruver, carried. 4 AYES, 0 NAYES.

DPW SUPERINTENDENT ROBERT FRANK's REPORT:

1. Drainage project on park ave completed. Just need to cover with topsoil and seed once its settled for a bit.
2. We have the water problem isolated to the last 5 houses on the line. We have the maps that show the measurements for the shut offs, so far, they have not been really accurate.
3. The fire hydrants on Bard rd. And High st. That were bagged and out of service have been repaired and are now back in working order. I have been looking into replacing the one on N. Main; however, we do not have the tools required to take them apart and replace just the barrel section. The only way I can replace it is to dig down to the main and replace the entire assembly.
4. Most of the blacktop patching is done. We put down 20 ton yesterday; we have another 6 or so to go to finish up Alden and Burnham rd.
5. They cylinder for the truck is here, have to get it over to Chad.

BEACH DIRECTOR TAMMY WICHLAZ – First day AMAZING turnout for the opening ceremony, THANK YOU'S to the American Legion, Board Members, Community Members John Sipos for the Pledge and Blessing, even the DPW stopped in and met the crew. Special thanks to Chris for everything.
Anna B had a rescue, child was taking the raft test and began to struggle.
77 kids have signed up for lessons. 3 Chautauqua works kids start on Monday July 6th.
Rec and wrap days 7/27/26 and 8/19/2026, Park Church service on the beach is 7/26/2026.
Waldameer trip is 8/13/2026, end of season picnic is 8/21/2026.
I have found the 6ht person I was looking for need board approval for Kristin Wise as a part-time swim lesson assistant,
RESOLUTION #123 motion by Trustee Cruver to approve Kristin Wise as a part-time swim lesson assistant, seconded by Trustee Rowley, carried 4 AYES, 0 NAYS.

TRUSTEE DUBOIS' REPORT: Fire Department put the boat at the beach. New AED pads for Bob Franks unit.

TRUSTEE CRUVER'S REPORT:

Utility Billing Software Transition

Creative Solutions/El Dorado has officially reached out to begin the setup of our account. I am excited to see this process move forward.

I would also like to extend a special thank you to Clerk Sue. Much of this transition has fallen on her shoulders, and she has handled every step with grit, determination, professionalism, and an incredibly positive attitude. Change is never easy, particularly when it affects the systems we use every day, and Sue's commitment to making this a successful transition deserves recognition.

Beach Opening

I had the pleasure of attending the official beach opening ceremony on Saturday, and it was a wonderful event.

The American Legion once again did a beautiful job presenting and raising the flag, providing a meaningful start to the season. Tammie had the lifeguard staff organized and ready to go, and the beach looked fantastic.

I would like to sincerely thank Tammie for her outstanding leadership and all of the work she puts into making our beach a place our residents and visitors can enjoy. She is truly an asset to our Village, and we are fortunate to have her.

Appreciation

I would also like to express my sincere gratitude to Bobby Frank Jr., Bob Frank Sr., and Trustee Jeff Frick. Their dedication and hard work are evident throughout our community. They continue to do an outstanding job keeping our Village looking beautiful, addressing issues quickly, and providing the kind of service our residents deserve. Their commitment makes a real difference.

Finally, I want to thank all of my fellow Trustees and our Mayor. It is truly a pleasure serving alongside each of you. The positive energy, teamwork, and willingness to contribute your individual strengths have created an atmosphere where meaningful progress is possible. I believe we are building something special together, and I appreciate the opportunity to be part of a team that is committed to doing what is best for the Village and its residents.

TRUSTEE ROWLEY'S REPORT: 1) Breaking news. I just heard from Chautauqua County Sheriff Jim Quattrone on the status of the Sheriff's Department speed trailer. He said the it was recently repaired and Cassadaga is on the schedule for this summer. The Sheriff will also give Chautauqua County DPF Director Tim Card my contact information. I have inquired about school signs for the Maple Avenue Academy. Rudy and I had a recent conversation about the use of school signs, rather than establishing a school zone at this time. There will be a cost for the signs. I should have more details to report at a future meeting.

2) Trustee Cruver and I will be meeting next week to discuss the village website. We both agree that it's in need of a major update. Hopefully we can discuss this more at a future meeting.

3) A couple of events are coming up on Saturday, July 4th. The American Legion Post 1280 will be hosting a Community Picnic in honor of our nation's 250th Birthday. It will run from 12-4 pm and is open to all. Several activities are on the schedule.

4) And the CLA is holding the Flares Around Cassadaga Lakes at 9:30 p.m. on the 4th. Flares are $2 each. To order, call Holly: 440-478-0144.

TRUSTEE FRICK'S REPORT: Reported that our accountant Doeren Mayhew suggested that we wait to join NYCLASS money market until after the debt service has been paid.

Resolution #124 Adjournment, motion by Trustee DuBois, seconded by Trustee Rowley, meeting adjourned at 8:57 pm.