

REGULAR MEETING/PUBLIC HEARING  
APRIL 19, 2023

Board Members Present: Mayor Craig Miller  
Trustee Kari Doino  
Trustee Bryan Woleben  
Trustee Drew Ransom

Board Member Absent: Trustee Mark Belcher

Present: Scott Jagoda, Village Clerk/Treasurer  
Peter Clark, Attorney  
Ken Becker, Streets (left at 7:05)  
Braden Carmen, Observer (left at 7:05)  
Rich Lewis, Sewer Dept. (left at 7:05)  
Julie Putter, Ahira Hall Library (left at 7:05)  
Dave Hazelton (left at 7:05)

Mayor Miller opened the public hearing/meeting with the pledge to the flag at 6:00 p.m.

A motion was made at 6:02 by Trustee Bryan Woleben seconded by Trustee Kari Doino to close the public hearing and open the regular session, voting was unanimous, motion carried.

**Public Comments:** Julie Putter thanked the board for attending the community conversations. Julie noted that 6 concerts have been booked for the summer in Ryckman Park. Julie noted the library is carrying Deterra drug deactivation pouches to safely dispose of liquid and pill forms of medications.

Dave Hazelton noted the ambulance was dropping from an advanced life support to basic life support effective immediately. Dave also noted the ambulance has passed its inspection with the NYSDOH. Dave suggested the board consider the planning for the NYS requirement of E-buses and potential charging stations and the effect it may have on the Village electric allotment.

**Department Reports:**

**Scott Jagoda, Village Clerk/Treasurer** – A motion was made by Trustee Bryan Woleben seconded by Trustee Drew Ransom to approve the transfer and payment of \$20,250.00 from the water plant upgrade account to the water fund account and pay CPL for the Central Ave. Water Main Project, voting was unanimous, motion carried.

**Fire Department – Jim Rizzo, Jr. Fire Chief** – Mayor Miller introduced the monthly fire department report for March 2023, there were 33 calls for the month.

**Village Attorney Peter D. Clark** – A motion was made by Trustee Bryan Woleben seconded by Trustee Kari Doino to allow the mayor to execute the EMS contract with the County, voting was unanimous, motion carried.

**Ken Becker, Streets Dept.** – Ken noted drain work and tree cleaning at the DPW shop and pipes under Highland Ave. have all been cleaned out.

**Wendy Spinuzza, Code Enforcement Officer** – Mayor Miller introduced the code enforcement officers report for March, there were 2 permits issued and 4 violations.

**Rich Lewis - Wastewater Treatment Plant** – The mayor noted the sewer plant passed the NYSDEC inspection.

A motion was made by Trustee Drew Ransom seconded by Trustee Bryan Woleben to allow the purchase of a new Dell computer for \$1183.75 and El Dorado billing software for \$1305.00 to prepare for the village to take over sewer billing from CBI, voting was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben seconded by Trustee Kari Doino to allow the purchase of 1,980 pounds of dry polymer from Applied Specialties Inc. for \$8,335.80, voting was unanimous, motion carried.

**Electric Department – Joe Majkowski, Electric Lineman** – The mayor introduced a monthly report for March.

#### **Committee Reports:**

**Trustee Bryan Woleben** – No report.

**Trustee Kari Doino** – Trustee Doino provided an update on the summer rec program

**Trustee Drew Ransom** – No report.

**Trustee Mark Belcher** – No report.

**Mayor Report:** - No report.

#### **New Business: RESOLUTION 05-2023**

#### **RELEVY WATER/SEWER LIENS TO TAXES**

WHEREAS the Village Clerk/Treasurer has presented to this Board a list of delinquent water and sewer rentals due to the Village of Brocton, now therefore

BE IT RESOLVED that said delinquent amounts, together with penalties as provided by law, shall be entered into or attached to the minutes of this meeting, and

BE IT FURTHER RESOLVED that such delinquent water and sewer rentals are hereby levied against the real property liable for such payment in the same manner as Village taxes and said amounts shall be set forth in a separate column in the annual tax rolls of the Village, and

BE IT FURTHER RESOLVED that the amounts so levied shall be collected in the same manner and at the same time as provided by law for the collection of the Village taxes, and

BE IT FURTHER RESOLVED that said delinquent water and sewer rentals, together with penalties, be forwarded to the County of Chautauqua Department of Finance to be included on the 2023/2024 Village taxes for the real property liable for said amounts.

	SBL #	OWNER	WATER	SEWER	TOTAL
A0230	162.09-1-44	GRAVES, MELANIE	\$ 71.50	\$ 51.35	\$ 122.85
A0100	162.09-1-37	WEST, CAROLINE & DALE	\$ 221.65	\$ 37.03	\$ 258.68
A0920	162.09-1-66	KRAUZA, GREGORY	\$ 165.16	\$ 125.75	\$ 290.91
A2870	145.17-3-1	WOOD'S REPAIR	\$ 195.02	\$ 125.28	\$ 320.30
A2600	145.17-2-27	CAVE, MICHAEL	\$ 414.16	\$ 146.70	\$ 560.86
A2100	145.17-3-39	DIERS, PATRICIA	\$ 227.50	\$ 97.48	\$ 324.98
A1560	145.17-3-47	SMITH, TIMOTHY	\$ 71.50	\$ 25.00	\$ 96.50
B2250	162.09-1-31	PETSCH, WILLIAM	\$ 174.44	\$ 146.68	\$ 321.12
B1760	162.06-2-2	JONES, KATHLEEN	\$ 206.22	\$ 132.73	\$ 338.95
B0380	145.13-1-19	BROOKS, THOMAS	\$ 996.62	\$ 719.43	\$ 1,716.05
B1420	145.17-1-35	POLAKIEWICZ, PAUL	\$ 149.50	\$ 61.63	\$ 211.13
B2650	145.17-1-33	BECKER, OLIVE	\$ 88.83	\$ 130.03	\$ 218.86
B0610	145.17-1-2	RANSOM, DUSTIN	\$ 137.00	\$ 53.68	\$ 190.68
B0700	144.20-2-17	BILLS, WILLIAM	\$ 87.59	\$ 10.93	\$ 98.52
B0690	144.20-2-17	BILLS, WILLIAM	\$ 103.15	\$ 85.45	\$ 188.60
B1080	145.17-1-15	MCCLOSKEY, MICHAEL	\$ 184.09	\$ 145.36	\$ 329.45
C0520	144.20-1-21	ESTATE OF CHARLES	\$	\$	\$

		LOVELAND	113.37	103.08	216.45
C1060	144.20-3-31	JOHNSON, NEIL	\$ 1,221.70	\$ 955.60	\$ 2,177.30
C1090	144.20-3-31	JOHNSON, NEIL	\$ 305.50	\$ 100.00	\$ 405.50
C0720	144.20-1-3	BAILEY, AMANDA	\$ 166.00	\$ 122.85	\$ 288.85
C1740	144.20-2-36	COLLINS, MELISSA	\$ 113.17	\$ 102.89	\$ 216.06
C1570	144.20-2-19	HAZELTON, ANDREW	\$ 908.89	\$ 629.25	\$ 1,538.14
C2440	145.17-1-64	FIFTH THIRD BANK	\$ 5,716.17	\$ 5,179.64	\$ 10,895.76
D5100	145.17-2-27	CAVE, MICHAEL	\$ 688.03	\$ 536.17	\$ 1,224.20
D4150	144.16-2-2	FORTNER, JULIE	\$ 1,118.48	\$ 979.42	\$ 2,097.90
D1350	144.16-2-54	SPINUZZA, MARION	\$ 227.50	\$ 124.61	\$ 352.11
D1910	144.16-1-7.2	MELE, LARRY	\$ 150.37	\$ 90.10	\$ 240.47
D1850	144.16-1-10	HUMM, STEPHANIE	\$ 84.58	\$ 18.82	\$ 103.40
D0690	144.16-2-51	NOBLE, JULIE	\$ 111.93	\$ 101.73	\$ 213.66
D1250	144.20-2-2	WDOWIASZ, CHRISTOPHER	\$ 778.16	\$ 229.68	\$ 1,007.84
D0830	144.16-2-32	COLLINS, MELISSA	\$ 790.08	\$ 572.96	\$ 1,363.04
A0840	161.08-2-16	COLBURN, STEVE	\$ 372.13	\$ 262.95	\$ 635.08
B1990	162.09-1-26	LAWTON, GINGER	\$ 209.63	\$ 185.82	\$ 395.45
C0281	161.08-2-21	EDWARDS, TIFFANY	\$ 222.83	\$ 145.79	\$ 368.62
C0640	144.20-1-16	ABBAY, JEFF	\$ 470.84	\$ 415.65	\$ 886.49
C2210	144.20-2-29	JASINSKI, VIOLET	\$ 133.22	\$ 52.56	\$ 185.78
D0600	144.16-2-28	RANSOM, KAREN	\$ 157.70	\$ 115.98	\$ 273.68
D2430	145.09-1-11	ZAPPIE, KRISTEN	\$ 817.54	\$ 554.89	\$ 1,372.43
D2090	144.12-1-24	PAYNE, DAVID	\$ 233.80	\$ 205.00	\$ 438.80

\$ 18,605.55      \$ 13,879.95      \$ 32,485.45

Resolution introduced by Trustee Bryan Woleben, second by Trustee Drew Ransom with vote as follows:

\_\_3\_\_ ayes                      \_\_0\_\_ nays                      \_\_1\_\_ absent

Dated: April 19, 2023

Scott Jagoda  
Village Clerk/Treasurer

### RESOLUTION 06-2023

#### APPROVAL OF 2023/2024 GENERAL BUDGET

WHEREAS, THE Mayor has presented the 2023-2024 General Budget to the Village Board, and a Public Hearing having been held on April 19, 2023, as provided by law,

NOW THEREFORE, the Village Board of Trustees adopts the budget for the fiscal year commencing June 1, 2023 and ending May 31, 2024 making appropriations for the conduct of Village Government and establishing the rates of compensation for officers and employees for such period. Employees will receive a 4% pay increase.

NOW THEREFORE, BE IT RESOLVED THAT there be levied and assessed against the real property of the Village of Brocton the following sums for Village Government and other charges for the fiscal year 2023/2024 at a tax rate of \$9.795217 per thousand assessed valuations.

Total Taxes:	\$262,913.00
Delinquent Water/Sewer Charges:	\$ 32,485.45
Total Real Property Taxes & Other Charges on the roll	\$293,398.45

BE IT FURTHER RESOLVED that the Village Clerk-Treasurer be and is hereby directed to levy, assess and apportion upon the real and personal property liable to taxation of the Village of Brocton a tax rate of \$9.795217 per thousand dollars of valuation upon said assessment roll and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute a warrant to the Village Treasurer as required by law, and

BE IT FURTHER RESOLVED that the warrant to the Village Clerk-Treasurer be executed and delivered for the collection of unpaid taxes and assessment, water and sewer rentals outstanding and unpaid together with interest and penalties as provided by law, and

BE IT FURTHER RESOLVED that the warrant is executed and delivered to Village Treasurer as required by law.

NOW THEREFORE, the Village Board of Trustees adopts the budget for the fiscal year commencing June 1, 2023 and ending May 31, 2024 making appropriations for the conduct of Village Government and establishing the rates of compensation for officers and employees for such period.

The Village of Brocton hereby approves the 2023 – 2024 General Budget in the amount of \$772,847 with expected revenues of \$359,934; \$150,000 from the unreserved fund balance and \$262,913 to be raised from taxes.

AND BE IT FURTHER RESOLVED, that copy of said budget is attached to these minutes.

Resolution introduced by Trustee Drew Ransom, seconded by Trustee Bryan Woleben with the following votes cast:

Trustee Kari Doino	<u>  _AYE_  </u>
Trustee Bryan Woleben	<u>  _AYE_  </u>
Trustee Mark Belcher	<u>  _ABS_  </u>
Trustee Drew Ransom	<u>  _AYE_  </u>
Mayor Craig Miller	<u>  _AYE_  </u>

  4   ayes                        0   nays                        1   absent

Dated: April 19, 2023

Scott Jagoda  
Village Clerk/Treasurer

RESOLUTION 07-2023

APPROVAL OF 2023 – 2024 WATER BUDGET

WHEREAS, The Mayor has presented the 2023 – 2024 Water Budget to the Village Board and,

WHEREAS, a Public Hearing having been held to review the 2023 – 2024 Water Budget on April 19, 2023,

NOW THEREFORE BE IT RESOLVED that the Village Board of Trustees hereby approves the 2023 – 2024 Water Budget in the amount of \$300,797 with expected revenues of \$300,797 and \$0 from the unreserved fund balance.

Resolution introduced by Trustee Kari Doino seconded by Trustee Bryan Woleben with the following vote:

Trustee Kari Doino	<u>  AYE  </u>
Trustee Bryan Woleben	<u>  AYE  </u>
Trustee Mark Belcher	<u>  ABS  </u>
Trustee Drew Ransom	<u>  AYE  </u>
Mayor Craig Miller	<u>  AYE  </u>

  4   ayes

  0   nays

  1   absent

Dated: April 19, 2023

Scott Jagoda  
Village Clerk/Treasurer

RESOLUTION 08-2023

APPROVAL OF 2023 – 2024 WASTEWATER BUDGET

WHEREAS, the Mayor has presented the 2023 – 2024 Sewer Budget to the Village Board, and

WHEREAS, a Public Hearing having been held to review the 2023 – 2024 Sewer Budget on April 19, 2023,

NOW THEREFORE BE IT RESOLVED that the Village of Brocton Board of Trustees hereby approves the 2023 – 2024 Wastewater Budget in the amount of \$418,222 with expected revenues of \$414,500 and \$3,722 from the unreserved fund balance. Employees will receive a 4% pay increase.

Resolution introduced by Trustee Bryan Woleben, seconded by Trustee Drew Ransom, with the following vote:

Trustee Kari Doino	<u>  AYE  </u>
Trustee Bryan Woleben	<u>  AYE  </u>
Trustee Mark Belcher	<u>  ABS  </u>
Trustee Drew Ransom	<u>  AYE  </u>
Mayor Craig Miller	<u>  AYE  </u>

  4   ayes

  0   nays

  1   absent

Dated: April 19, 2023

Scott Jagoda  
Village Clerk/Treasurer

### RESOLUTION 09-2023

### APPROVAL OF 2023 - 2024 ELECTRIC BUDGET

WHEREAS, the Mayor has presented the 2023 – 2024 Electric Budget to the Village Board and



WHEREAS, a Public Hearing having been held to review the 2023 – 2024 Electric Budget on April 19, 2023,

NOW THEREFORE, BE IT RESOLVED that the Village of Brocton hereby approves the 2023 – 2024 Electric Budget in the amount of \$1,114,950 with expected revenues of \$942,350 and \$172,600 from the unreserved fund balance. Employees will receive a 4% pay increase.

Resolution introduced by Trustee Drew Ransom seconded by Trustee Kari Doino with the following vote:

Trustee Kari Doino	<u>  _AYE_  </u>
Trustee Bryan Woleben	<u>  _AYE_  </u>
Trustee Mark Belcher	<u>  _ABS_  </u>
Trustee Drew Ransom	<u>  _AYE_  </u>
Mayor Craig Miller	<u>  _AYE_  </u>

  4   ayes

  0   nays

  1   absent

Dated: April 19, 2023

Scott Jagoda  
Village Clerk/Treasurer

**RESOLUTION 10-2023**  
**Designate Proxy Voter for 2023 Annual NYMPA Meeting**

At a regular meeting of the Board of Trustees of the Village of Brocton, New York, held on April 19, 2023, the following resolution was adopted:

Moved by Trustee Kari Doino, seconded by Trustee Drew Ransom

WHEREAS, the Board of Trustees of the Village of Brocton, New York, is a municipal member of the New York Municipal Power Agency, and

WHEREAS, the Annual Meeting of the Agency will be held on May 31<sup>st</sup>, 2023 in Syracuse, NY, and

WHEREAS, in accordance with the bylaws of the New York Municipal Power Agency, each municipal member may cast one vote on each transaction properly brought before this meeting,

NOW THEREFORE BE IT RESOLVED, that (the NYMPA Board of Directors or another delegate as the municipal may desire) be and is hereby designated as the accredited delegate of the Village of Brocton, New York.

On roll call: Affirmative: \_\_\_4\_\_\_ Negative: \_\_\_0\_\_\_ Absent: \_\_\_1\_\_\_

I certify that this resolution was adopted by the Board of Trustees of the Village of Brocton, New York on the 19<sup>th</sup> day of April, 2023.

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Signature

Scott Jagoda  
Village Clerk/Treasurer

#### RESOLUTION 11-2023

#### BUDGET TRANSFERS

WHEREAS, the Village Board of Trustees has reviewed the recommendations from its auditors/accountants, Bahgat/Laurito-Bahgat, regarding budget transfers which are set forth in their letter dated April 17, 2023 and find said recommendations to be in order,

NOW BE IT RESOLVED; the following budget transfers as set forth in said letter are hereby approved;

#### GENERAL FUND

\$7,489	From A7310.1 Youth Program Personal Services to A1325.1 Treasurer Personal Services
\$4,005	From A7310.1 Youth Program Personal Services to A1325.1 Treasurer Personal Services
\$6,900	From A1410.2 Clerk Equipment to A1410.1 Clerk Personal Services

#### WATER FUND

\$454 From F1950.4 Taxes/Assessments on property to F1910.0 Unallocated Insurance

Resolution was introduced by Trustee Bryan Woleben, second by Trustee Drew Ransom with vote as follows:

\_\_3\_\_ ayes                      \_\_0\_\_ nays                      \_\_1\_\_ absent

Date: April 19, 2023

Scott Jagoda  
Village Clerk/Treasurer

**Old Business:**

A motion was made by Trustee Bryan Woleben, seconded by Trustee Drew Ransom to authorize payment of signed and approved vouchers. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben, seconded by Trustee Kari Doino to approve March 15<sup>th</sup> regular meeting minutes as presented in written form. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben, seconded by Trustee Drew Ransom to approve the written reports as presented. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben at 7:05 seconded by Trustee Drew Ransom to enter executive session to discuss personnel, voting was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben at 7:39 seconded by Trustee Drew Ransom to enter back into regular session, voting was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben seconded by Trustee Kari Doino to hire Sue Miller to the office clerk position at a rate of \$15.45/hour and after a 90-day probationary period a pay increase to \$16.00/hour, voting was unanimous, motion carried.

With no further business brought before the Board, a motion was made to adjourn the meeting at 7:40p.m. by Trustee Drew Ransom seconded by Bryan Woleben. Vote was unanimous, motion carried.

Respectfully submitted by,

Scott Jagoda  
Village Clerk/Treasurer