

SPECIAL MEETING  
APRIL 19, 2017

Board Members Present: Mayor Richard Frost  
Trustee Gary Planty  
Trustee Craig Miller  
Trustee Carol Horlacher

Board Members Absent: Trustee Bryan Woleben  
Peter D. Clark, Village Attorney

Present: Sonia Luszczak, Village Clerk/Treasurer  
Tom Allen, DPW Department Head  
Shamarie Allen

Mayor Frost opened the regular meeting with the pledge to the flag at 6:30 pm

**Public Comments** - There were no public comments

**Department Reports:**

**Sonia Luszczak, Village Clerk/Treasurer** – reported the Water/Sewer tax liens re-levy information was in the agenda for the Trustee and Mayor to review. There would be a resolution later in the meeting to approve.

There were no bids turned in to the Village Office for the timber/wood up at the Village Barns. I am unsure as to what Joe Majkowski will do moving forward.

The Clerk received via mail a letter from the Brocton/Portland Midget Football. The organization is currently looking for a place to store their equipment as well as an area to practice. After discussion, it was decided to table this issue for the next meeting.

The Village received a letter from the Board of Elections regarding the elective terms to have all terms expire on odd years. This was tabled until Village Attorney, Peter D. Clark was available. Tom Allen asked the Board and Mayor to consider receiving one week of paid unused vacation time. Tom noted that during the time of the review of the Employee hand book, the policy was changed to include wording that employees with more than 5 years' employment could take one week of vacation paid with Board approval. The Clerk asked Tom to please bring in the resolution. A motion was made by Trustee Craig Miller and second by Trustee Carol Horlacher to approve one week vacation pay for Tom Allen. Vote was unanimous, one absent vote, motion carried. Trustee Gary Planty wanted the Board and Tom Allen to know that we really believe all employees should take their vacations to come back refreshed and a positive attitude.

**Village Attorney Peter D. Clark** - Not present

**Tom Allen, Highway Superintendent** – Tom Allen wanted the Board to know that he has received the signs for the DPW Barns and will get them installed. This will hopefully deter anyone from taking things.

Tom hired Connor Dolce for summer help for the last few years. Connor will not be able to come back this year so Tom would like to use an applicant from the Summer Youth Recreation group. This applicant did some intern work with the Village from Boces last year. Tom would like to hire him due to his hard work ethic and knowledge of the work that DPW does.

Tom attended the monthly superintendent's meeting and found that the Village should be receiving around \$43,000 in CHIPS money this year. That is an increase from last year.

The mess at the Water Treatment Plant, Tom and his crew will need to go up at the end of the month and help them hose out the tanks. Tom said that anyone of the Trustees that may not have seen this process should go up to the plant to watch. Tom was concerned regarding the option of pumping out the tanks every day and did not think that this option would work. Mayor Frost stated that this was one option that he did not feel would work as well. Mayor Frost also came up with an option to move the intake pipe off the bottom of the reservoir and put the sludge back into the reservoir from the holding tanks.

Trustee Gary Planty asked Tom Allen as to when he and his crew would be undertaking the sidewalks and was there a schedule? Tom said that they would be tackling the worst sidewalks in the Village to start.

**Alan Gustafson, Code Enforcement Officer** – Not present.

**Ryan Hazelton - Wastewater Treatment Plant** – Not present.

**Electric Department – Joe Majkowski, Electric Lineman** – Joe was not present and asked the Clerk to inform the Board that all the stumps were completed and clean up would be done in the next few days.

**Fire Department – Phil Gerace, Fire Chief** – Trustee Planty mentioned that the Fireman's Banquet would be held on May 6, 2017.

### **Committee Reports:**

**Trustee Gary Planty** – Received a letter of consideration regarding a Sewer account at 33 Highland Avenue a water leak that did not go into the sewer created a very substantial bill. After Trustee Planty and Trustee Horlacher reviewed the account they believe that a sewer credit of \$1,875.33 be applied with the remaining balance of \$1,500 be paid in twelve monthly installments until the account is paid. A motion was made by Trustee Carol Horlacher and second by Trustee Gary Planty to allow the credit of \$1,875.33 to the sewer and allow the remaining balance to be spread out in twelve monthly installments until paid. Vote was unanimous, one absent, motion carried.

**Trustee Bryan Woleben** – On vacation

**Trustee Craig Miller** - No report

**Trustee Carol Horlacher** – No report

**Mayor Report** – No report

**New Business:**

Resolution 12-2017 Re-levy Water/Sewer Lien to Taxes

**RESOLUTION 12-2017**

**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 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 2017/2018 Village taxes for the real property liable for said amounts.

Resolution introduced by Trustee Gary Planty, second by Trustee Craig Miller with vote as follows:

  3   ayes

  0   nays

  1   absent

Dated: April 19, 2017

Sonia Luszcak  
Village Clerk/Treasurer

Resolution 17-2017 Approval of 2017/2018 General Budget

RESOLUTION 17-2017

APPROVAL OF 2017/2018 GENERAL BUDGET

WHEREAS, THE Mayor has presented the 2017-2018 General Budget to the Village Board, and a Public Hearing having been held on April 5, 2017, as provided by law,

NOW THEREFORE, the Village Board of Trustees adopts the budget for the fiscal year commencing June 1, 2017 and ending May 31, 2018 making appropriations for the conduct of Village Government and establishing the rates of compensation for officers and employees for such period.

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 2017/2018 at a tax rate of \$11.032753 per thousand assessed valuations.

Total Taxes:	\$294,685
Delinquent Water/Sewer Charges:	\$ 7,413
Total Real Property Taxes & Other Charges on the roll	\$302,098

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 \$11.032753 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, 2017 and ending May 31, 2018 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 2017 – 2018 General Budget in the amount of \$740,536 with expected revenues of \$389,207; \$56,644 from the unreserved fund balance and \$294,685.00 to be raised from taxes.

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

Resolution introduced by Trustee Craig Miller, seconded by Trustee Gary Planty with the following votes cast:

Trustee Gary Planty	<u>  Aye  </u>
Trustee Bryan Woleben	<u> Absent </u>
Trustee Carol Horlacher	<u> Aye </u>
Trustee Craig Miller	<u> Aye </u>
Mayor Frost	<u> Aye </u>

  4   ayes                        0   nays                        1   absent

Dated: April 19, 2017

Sonia Luszcak  
Village Clerk/Treasurer

Resolution 18-2017 Approval of 2017-2018 Water Budget

## RESOLUTION 18-2017

### APPROVAL OF 2017 – 2018 WATER BUDGET

WHEREAS, The Mayor has presented the 2017 – 2018 Water Budget to the Village Board and,

WHEREAS, a Public Hearing having been held to review the 2017 – 2018 Water Budget on April 5, 2017,

NOW THEREFORE BE IT RESOLVED that the Village Board of Trustees hereby approves the 2017 – 2018 Water Budget in the amount of \$635,306 with expected revenues of \$605,000 and \$30,306 from the unreserved fund balance.

Resolution introduced by Trustee Carol Horlacher, seconded by Trustee Gary Planty with the following vote:

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

Dated: April 19, 2017

Sonia Luszcak  
Village Clerk/Treasurer

Resolution 19-2017 Approval 2017-2018 Waste Water Budget

### RESOLUTION 19-2017

#### APPROVAL OF 2017 – 2018 WASTE WATER BUDGET

WHEREAS, the Mayor has presented the 2017 – 2018 Sewer Budget to the Village Board, and

WHEREAS, a Public Hearing having been held to review the 2017 – 2018 Sewer Budget on April 5, 2017,

NOW THEREFORE BE IT RESOLVED that the Village of Brocton Board of Trustees hereby approves the 2017 – 2018 Waste Water Budget in the amount of \$534,117 with expected revenues of \$436,000 and \$98,117 from the unreserved fund balance.

Resolution introduced by Trustee Gary Planty, seconded by Trustee Carol Horlacher, with the following vote:

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

Dated: April 19, 2017

Sonia Luszcak  
Village Clerk/Treasurer

Resolution 20-2017 Approval of 2017-2018 Electric Budget

**RESOLUTION 20-2017**

**APPROVAL OF 2017 - 2018 ELECTRIC BUDGET**

WHEREAS, the Mayor has presented the 2017 – 2018 Electric Budget to the Village Board and

WHEREAS, a Public Hearing having been held to review the 2017 – 2018 Electric Budget on April 5, 2017,

NOW THEREFORE, BE IT RESOLVED that the Village of Brocton hereby approves the 2017 – 2018 Electric Budget in the amount of \$817,070, with expected revenues of \$798,300 and \$18,770 from the unreserved fund balance.

Resolution introduced by Trustee Craig Miller, seconded by Trustee Carol Horlacher with the following vote:

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

Dated: April 19, 2017

Sonia Luszcak  
Village Clerk/Treasurer

Resolution 21-2017 Approval for Tom Allen to Attend Pipeline Safety Training

**RESOLUTION 21-2017**

**APPROVAL FOR TOM ALLEN TO ATTEND PIPELINE SAFETY TRAINING  
ON MAY 18,2017**

WHEREAS Tom Allen has requested approval to attend the Pipeline Safety Training at Chautauqua Suites in Mayville, NY. There is no cost for this training Travel will be his personal vehicle.

NOW THEREFORE BE IT RESOLVED authorization is given for Tom Allen to attend Pipeline Safety Training.

Resolution introduced by Trustee Carol Horlacher, second by Trustee Craig Miller with vote as follows:

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

Dated: April 19, 2017

Sonia Luszczak  
Village Clerk/Treasurer

**Old Business**

A motion was made by Trustee Carol Horlacher, seconded by Trustee Craig Miller to authorize payment of signed approved vouchers. Vote was unanimous, one absent, motion carried.

A motion was made by Trustee Carol Horlacher, seconded by Trustee Bryan Woleben to approve April 5th minutes as presented in written form. Vote was unanimous, one absent, motion carried.

With no further business brought before the Board, a motion was made to adjourn the meeting at 7:04 p.m. by Trustee Carol Horlacher seconded by Trustee Craig Miller. Vote was unanimous, one absent, motion carried.

Respectfully submitted by,

Sonia Luszczak  
Village Clerk/Treasurer