

REGULAR MEETING  
FEBRUARY 21, 2018

Board Members Present: Mayor Richard Frost  
Trustee Bryan Woleben  
Trustee Carol Horlacher  
Trustee Art Miller  
Trustee Craig Miller

Board Member Absent:

Present: Scott Jagoda, Village Clerk/Treasurer  
Peter D. Clark, Village Attorney  
Phil Gerace, Fire Chief  
Nancy Furman, Deputy Clerk  
Ann Belcher, Observer  
Jamie Tworkowski, Verizon  
Dan Schrantz, Town of Portland  
Jerry Boltz, Town of Portland  
Ken Becker, Town of Portland  
Selene Parker-Rowland, Verizon (via phone)

Mayor Frost opened the regular meeting with the pledge to the flag at 6:30 p.m.

**Public Comments:** No public comments.

**Jamie Tworkowski, Verizon** – Jamie re-introduced the Verizon OneTalk phone system for the Village. A motion was made by Trustee Bryan Woleben with a second by Trustee Art Miller to accept the Verizon OneTalk phone system contingent upon the alarm system not being fully affected at the Sewer Department. Vote was unanimous, motion carried.

**Dan Schrantz, Town of Portland** – Dan introduced the idea of the Town of Portland and Village of Brocton's Code Enforcement Officers being the deputy of each other. This would be a convenience to our residents because in the absence of either Officer the Deputy would be able to issue permits for both municipalities. Peter Clark will research the legality and stipulations regarding the combining of services and contract agreement.

Dan mentioned that the Village Justice position will need to be addressed in the future regarding Judge Craig's potential retirement. Peter Clark will work with the Clerk on making a resolution subject to permissive referendum regarding the Village and Town Justice Departments.

Dan introduced a water purchase contract from the Town of Portland to the Village of Brocton stating that the Village will provide the Town with water until the NCCWD starts providing water. A motion was made by Trustee Carol Horlacher with a second by Trustee Bryan Woleben contingent upon amending the wording of the contract in regards to the wording and specifications of the amount the Town will pay for water with Peter Clark's approval. Vote was unanimous, motion carried.

**Department Reports:**

**Scott Jagoda, Village Clerk/Treasurer –**

**Village Attorney Peter D. Clark –** No report.

**Tom Allen, Highway Superintendent –** No report.

**Alan Gustafson, Code Enforcement Officer –** No report.

**Ryan Hazelton - Wastewater Treatment Plant –** No report.

**Fire Department – Phil Gerace, Fire Chief –** Mayor Frost introduced the monthly and annual reports for the Fire Department.

**Electric Department – Joe Majkowski, Electric Lineman –** The Clerk introduced several quotes for 1-3000ft spoil of ASCR conductor. A motion was made by Trustee Craig Miller with a second by Trustee Bryan Woleben to accept Wesco Distributions quote in the amount of \$1209.00. Vote was unanimous, motion carried.

**Committee Reports:**

**Trustee Bryan Woleben –**

**Trustee Art Miller –** No report.

**Trustee Craig Miller –** No report.

**Trustee Carol Horlacher –** No report.

**Mayor Report:** - Mayor Frost asked the Board for approval to discuss with the North Chautauqua County Water District the option of renting out the backroom of the Village offices for potential use as the Billing Department. The Board encouraged the Mayor to explore these options.

**New Business:**

**RESOLUTION 05-2018**

**APPROVAL FOR RYAN HAZELTON AND RICH LEWIS TO ATTEND  
EMERGENCY ACTION PLAN/EVACUATION & HEAT/COLD STRESS  
TRAINING**

WHEREAS, Ryan Hazelton and Rich Lewis have requested to attend Emergency Action Plan/Evacuation & Heat/Cold Stress Training Sponsored by CRPWOA on Wednesday, March 14, 2018. The purpose of this training is the continuing of education credits for renewal of wastewater license. The registration fee is \$30.00, and travel will be by their personal vehicles. Additional costs may include mileage.

NOW THEREFORE BE IT RESOLVED, authorization is approved for Ryan Hazelton and Rich Lewis to attend the training as listed above.

Resolution was introduced by Trustee Bryan Woleben second by Trustee Craig Miller with vote as follows:

\_\_4\_ ayes

\_\_\_ nays

\_\_\_ absent

Date: February 21, 2018

Scott Jagoda  
Village Clerk/Treasurer

## RESOLUTION 06-2018

### APPROVAL FOR RYAN HAZELTON AND RICH LEWIS TO ATTEND CONFINED SPACE TRAINING

WHEREAS, Ryan Hazelton and Rich Lewis have requested to attend Confined Space training, Sponsored by CRPWOA on Tuesday, May 8, 2018. The purpose of this training is the continuing of education credits for renewal of wastewater license. The registration fee is \$30.00, and travel will be by their personal vehicles. Additional costs may include mileage.

NOW THEREFORE BE IT RESOLVED, authorization is approved for Ryan Hazelton and Rich Lewis to attend the training as listed above.

Resolution was introduced by Trustee Art Miller second by Trustee Carol Horlacher with vote as follows:

\_4\_ ayes

\_\_\_ nays

\_\_\_ absent

Date: February 21, 2018

Scott Jagoda  
Village Clerk/Treasurer

### RESOLUTION 07-2018

#### APPROVAL FOR E. MARK SNYDER TO ATTEND LINE/LEAK DETECTION & WORKING SOP'S TRAINING

WHEREAS, E. Mark Snyder has requested to attend Line/Leak Detection & Working SOP's training, Sponsored by NYRWA on Tuesday, March 13, 2018. The purpose of this training is to meet operator re-certification mandates. The registration fee is free, and travel will be by his personal vehicle to the Carlson Center in Mayville, NY. Additional costs may include mileage.

NOW THEREFORE BE IT RESOLVED, authorization is approved for E. Mark Snyder to attend the training as listed above.

Resolution was introduced by Trustee Craig Miller second by Trustee Bryan Woleben with vote as follows:

\_\_4\_\_ ayes

\_\_\_ nays

\_\_\_ absent

Date: February 21, 2018

Scott Jagoda  
Village Clerk/Treasurer

RESOLUTION 08-2018

ADOPT MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, the Village of Brocton, with the assistance from Ecology and Environment, Inc., has gathered information and prepared the Chautauqua County Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, the Chautauqua County Multi-Jurisdictional Hazard Mitigation Plans has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, Village of Brocton is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the action in the Plan; and

WHEREAS, Village of Brocton has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by the Village of Brocton Trustees that the Village of Brocton adopts the Chautauqua County Multi-Jurisdictional Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan and resolves to execute the actions in the Plan.

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

  4   ayes

     nays

     absent

Date: February 21, 2018

Scott Jagoda  
Village Clerk/Treasurer

**Old Business:**

A motion was made by Trustee Craig Miller, seconded by Trustee Art Miller to authorize payment of signed and approved vouchers. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben, seconded by Trustee Carol Horlacher to approve January 13th minutes as presented in written form. Vote was unanimous, motion carried.

A motion was made by Trustee Craig Miller, seconded by Trustee Carol Horlacher to approve January 17th minutes as presented in written form. Vote was unanimous, motion carried.

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

A motion was made to go into executive session by Trustee Carol Horlacher and seconded by Trustee Craig Miller for personnel matters at 7:32 pm. Vote was unanimous, motion carried.

A motion was made to enter regular session from executive session at 8:38 pm by Trustee Bryan Woleben and seconded by Trustee Art Miller. Vote was unanimous, motion carried.

A motion was made to accept Legal Service Agreement on behalf the Village of Brocton for the NCCWD not to exceed \$25,000 for Peter Clark's services to be signed by the Mayor by Trustee Craig Miller with a second by Trustee Bryan Woleben. Vote was unanimous, motion carried.

With no further business brought before the Board, a motion was made to adjourn the meeting at 8:41 p.m. by Trustee Bryan Woleben seconded by Trustee Carol Horlacher. Vote was unanimous, motion carried.

Respectfully submitted by,

Scott Jagoda  
Village Clerk/Treasurer