

REGULAR MEETING  
JANUARY 16, 2019

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

Board Member Absent: Trustee Craig Miller

Present: Scott Jagoda, Village Clerk/Treasurer  
Peter D. Clark, Village Attorney  
Ken Becker, Town of Portland  
Chief Phil Gerace  
Nancy Furman  
Jamie Vacanti  
Tammy Thompson (6:37)  
Steve Smith (6:31)  
Rich Lewis, WWTP  
Jim Rizzo Jr.  
Dan Schrantz (6:33) left at 7:49

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

**Public Comments:** None

**Seth Krull, CPL/NCCWD & Water Project:** Seth was not in attendance therefore the Clerk noted that a homeowner on Route 5 in Portland had complained about shrubs that had been removed from their property during construction of the NCCWD water lines. A motion was made by Trustee Art Miller with a second by Trustee Bryan Woleben to turn this situation over to the Town of Portland and the NCCWD board, voting was unanimous, motion carried.

The Clerk noted that Kirk Smith followed up that the contractors have begun to work on the drainage issue on filter plant rd. and thus far he is happy with the results.

The Clerk introduced two pay applications for Contract 2, DN Tanks. Pay app #9 requested is for \$14,192.72 and #10 for \$ 4,444.41 totaling \$18,637.13. A motion was made by Trustee Art Miller to pay DN Tanks with a second by Trustee Bryan Woleben, voting was unanimous, motion carried.

A motion was made by Trustee Carol Horlacher with a second by Trustee Bryan Woleben to order a dumpster and allow Trustee Art Miller to clean and sort out the building at the water plant, voting was unanimous, motion carried.

Joe Majkowski and Tony DiBenedetto of the electric department had gathered up some of the original tools from the water filtration plant and a hand drawn map of the plant. A motion was made by Trustee Bryan Woleben that with a surplus of old tools/maps it would be in the best interest of the community to donate them to the Brocton/Portland museum with a second by Trustee Carol Horlacher, voting was unanimous, motion carried.

Dan Schrantz and the Mayor introduced an Intermunicipal Cooperation Water Agreement between the Organizing Local Municipalities (Purchasers) of the North Chautauqua County Water District. A motion was made by Trustee Bryan Woleben to allow the Mayor to sign this agreement with a second by Trustee Carol Horlacher, voting was unanimous, motion carried.

### **Department Reports:**

**Scott Jagoda, Village Clerk/Treasurer** – The Clerk introduced the Dog Control Monthly Report for December 2018.

The Clerk introduced a letter from the Manzella family indicating they will be hosting the sixth annual Darren Manzella-Lapeira Run on Saturday, July 27, 2019. With the assistance of the fire department, a motion was made by Trustee Art Miller to allow the run to use Village property with a second by Trustee Carol Horlacher, voting was unanimous, motion carried.

The Clerk noted continuing issues with the office cleaners. A motion was made by Trustee Bryan Woleben to look for alternate options with a second by Trustee Art Miller, voting was unanimous, motion carried.

The Clerk noted that Honorable Vera Husted submitted a letter indicating now that the Village's Court has been abolished, she is ready to have the annual audit performed. Trustees Bryan Woleben and Craig Miller are on this committee and will coordinate with her to perform this audit.

The Mayor along with Dan Schrantz introduced the Town of Portland comprehensive plan ideas and noted the next meeting to take place Wednesday, January 23, 2019 at 7:00pm at Portland Town Hall.

**Village Attorney Peter D. Clark** – Peter is continuing to contact the PSC on how to correctly file the tariff necessary to raise the pole attachment rate so that the Village may submit the new contract to Charter Communications.

**Ken Becker, Streets Dept.** – Ken noted that a property on Lake Avenue has three trees that will need to be taken down. A motion was made by Trustee Bryan Woleben to allow Ken to hire a tree company to remove these trees if the cost is under \$1,000.00 with a second by Trustee Art Miller, voting was unanimous, motion carried.

**Alan Gustafson, Code Enforcement Officer** – Alan introduced his annual report of permits granted for the year of 2018.

**Rich Lewis - Wastewater Treatment Plant** – Rich noted that since Ryan Hazelton has resigned, he has not had a day off since early December. He stated that former employees of the wastewater treatment plant Al Feser and Dan Schrantz have expressed interest in filling in on weekend to give Rich time off until a new employee is hired. A motion was made by Trustee

Art Miller to allow the per diem hiring of Al Feser and Dan Schrantz at \$30.00 per hour with a second by Trustee Carol Horlacher, voting was unanimous, motion carried.

**Fire Department – Phil Gerace, Fire Chief** – Phil introduced his monthly and yearly reports for the Fire Department.

Phil noted that in the near future they will likely be in need of pagers, air packs, and a new ambulance.

**Electric Department – Joe Majkowski, Electric Lineman** – No report.

**Committee Reports:**

**Trustee Bryan Woleben** – No report.

**Trustee Art Miller** – No report.

**Trustee Craig Miller** – No report.

**Trustee Carol Horlacher** – No report.

**Mayor Report:** - Authorization to sign the NCCWD IMA and notes about comprehensive plan were addressed earlier in meeting.

**New Business:**

**Old Business:**

The board continued discussion on the parking issues in the Village. The Mayor along with Trustee Art Miller will contact the Sheriff's office and see if they would be willing to assist in enforcing the Village's local laws to solve such issues.

The board continued discussion on 10 East Main Street building falling down. Trustee Art Miller suggested getting a report from an engineer on the ability to tear it down with or without

the connecting building coming with it. Peter Clark stated this may have already been done and he along with the board will search for any relevant information before paying an engineer to analyze the situation.

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

A motion was made by Trustee Carol Horlacher, seconded by Trustee Bryan Woleben to approve December 18<sup>th</sup> minutes as presented in written form. Vote was unanimous, motion carried.

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

A motion was made by Trustee Carol Horlacher, seconded by Trustee Bryan Woleben to enter in executive session to discuss personnel at 8:14pm. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben, seconded by Trustee Carol Horlacher to re-open the regular meeting at 8:38pm. Vote was unanimous, motion carried.

A motion was made by Trustee Bryan Woleben to promote Rich Lewis to the head of the wastewater treatment plant and increase his hourly rate to \$32.64 per hour retroactively starting January 1, 2019 seconded by Trustee Art Miller. Vote was unanimous, motion carried.

With no further business brought before the Board, a motion was made to adjourn the meeting at 8:45 p.m. by Trustee Carol Horlacher seconded by Trustee Bryan Woleben. Vote was unanimous, motion carried.

Respectfully submitted by,

Scott Jagoda  
Village Clerk/Treasurer