

Minutes
Village of Orchard Park
Board of Trustees

The regular meeting of the Board of Trustees of the Village of Orchard Park was held on Monday, **January 23, 2017** in the Municipal Center, 4295 South Buffalo Street, Orchard Park, New York. Mayor Clinton called the meeting to order at 7:00 p.m. with the Pledge of Allegiance to the Flag.

Members present:

Mayor Jo Ann Litwin Clinton
Deputy Mayor Joseph R. Wales
Trustee Francis T. Hogenkamp
Trustee William D. Reuter

Others present:

Dir. Of Public Works Michael P. Murphy
Clerk-Treasurer Mary Beth Jensen
Asst Code Enforcement James Larivey

Mayor Clinton made the following announcement:

“Fire exits are located at the rear in the Board Room and at the doorway to the lobby. In the event of a fire, you will be notified by announcement on the public address system. If notified, please move in a calm and orderly fashion to the nearest exit.”

Moved by Trustee Hogenkamp, seconded by Trustee Wales that the minutes of January 9, 2017 be approved as received.

On the question: 3 voting “Aye” 0 voting “Nay” Carried

Moved by Trustee Wales, seconded by Trustee Hogenkamp that the vouchers numbering 1406 to 1426 in Abstract # 12 of 2016-2017 in the amount of \$58,001.65 be paid as presented.

On the question: 3 voting “Aye” 0 voting “Nay” Carried

Comments from the floor of items not on the agenda.

Kevin Moran (55 Princeton Place)

- Questioned the placement of the ADA parking spaces on Linwood Avenue. He parks on the road in front of the Senior Center across from his house.

Reports:

- Building Inspector James Larivey had nothing to report.
- Director of Public Works Murphy had nothing to report.
- Trustee Reuter had nothing to report.
- Deputy Mayor Wales had nothing to report.
- Trustee Hogenkamp made reference to the recent dissolution vote in Depew and the unfunded mandates placed on Villages. The Governor has commented that there is an unnecessary duplication of equipment by having layers of Government, but Trustee Hogenkamp stated that there has been consolidation and shared services for many years between departments in the Village and Town of Orchard Park.
- Clerk Treasurer Jensen had nothing to report.
- Mayor Clinton had nothing to report.

Moved by Trustee Wales, seconded by Trustee Hogenkamp, that the residency requirements for Election Inspectors for the March 21, 2017 Village Election be expanded to allow Election Inspectors to reside within Erie County, pursuant to Village Law § 3-300(2)(a). Public Officers Law §3, requires public officers be a resident of the municipality they serve.

On the question: 3 voting "Aye" 0 voting "Nay" Carried

Moved by Trustee Hogenkamp, seconded by Trustee Reuter that the following resolution be adopted:

RESOLVED, that Terri Wittmann, Eugene Chelus, Janet Cope, and MaryLou Putnam be appointed Election Inspectors, Terri Wittmann as Chairman; and Marsha Rauch and George Campbell be appointed Alternate Election Inspectors, and

BE IT FURTHER RESOLVED, the appointed Election Inspectors shall meet for the General Election on Election Day, Tuesday, March 21, 2017 at the Orchard Park Municipal Center, 4295 South Buffalo Street, Orchard Park, New York from 11:00 to 9:30 p.m. EST, and

BE IT FURTHER RESOLVED, that the salary of each Inspector shall be \$90.00 for the day.

On the question: 3 voting "Aye" 0 voting "Nay" Carried

Moved by Trustee Reuter, seconded by Trustee Wales that the Village of Orchard Park Procurement Policy be revised as follows:

The following method of purchase will be used when required by this policy in order to achieve the highest savings:

Estimated Amount of Purchase Contract

	Method
\$2,000 - \$11,999	Two (2) verbal or written or email quotations
\$12,000 - \$19,999	Three (3) written or fax or email quotations (copies attached)
Over \$20,000	Formal Bid

Estimated amount of Public Works Contract

	Method
\$ 2,000 - \$ 12,999	Two (2) verbal or written or email quotations or RFPs (copies attached)
\$13,000 - \$23,999	Two (2) written or fax quotations or RFPs (copies attached)
\$24,000 - \$34,999	Three (3) written or fax quotations or RFPs (copies attached)
Over \$35,000	Formal Bid

On the question: 3 voting "Aye" 0 voting "Nay" Carried

Moved by Trustee Wales, seconded by Trustee Hogenkamp to authorize Mayor Clinton and Director Murphy to sign documents for the State and Municipal Facilities Program grant on behalf of the Village of Orchard Park.

On the question: 3 voting "Aye" 0 voting "Nay" Carried

Moved by Trustee Hogenkamp, seconded by Trustee Reuter, to establish a new Capital Project titled Salt Barn to construct and erect a new Salt Storage Barn at 100 West Highland Avenue.

On the question: 3 voting "Aye" 0 voting "Nay" Carried

Moved by Trustee Reuter, seconded by Trustee Wales, to amend the 2016-2017 budget as follows:

Increase Capital Fund Salt Barn Expense account by	\$20,400.00
Decrease Capital Fund Meadowbrook Drainage Contractual	\$10,400.00
Decrease General Fund Salt Purchase Expense account by	\$10,000.00

Increase General Fund transfer to Capital by	\$10,000.00
Increase Capital Fund transfer from General by	\$10,000.00

On the question: 3 voting "Aye" 0 voting "Nay" Carried

The next regular meeting is scheduled for February 13, 2017.

Moved by Trustee Wales, seconded by Trustee Hogenkamp to adjourn at 7:12 p.m.

On the question: 3 voting "Aye" 0 voting "Nay" Carried

Respectfully submitted

Mary Beth Jensen
Village Clerk-Treasurer