

Approved BOARD MINUTES April 9, 2024.

Motion by: Trustee Casell, second by: Trustee Cieszki, to enter into Executive Session at 7:12 pm, for the purpose of personnel. On the Question – Vote: 5 ayes, 0 nays.

Motion by: Trustee Reformat , second by: Casell, to exit into Executive Session at 7:25 pm,
Vote: 5 ayes, 0 nays.

The regular meeting of the Village of Alden Board of Trustees was held in the Municipal Building, 13336 Broadway, Alden, NY 14004.

The Village Board meeting was called to order at 7:30 pm by Mayor Retzlaff, who led the pledge to the flag.

PRESENT: Mayor Retzlaff, Trustees: Cieszki, Becker, Casell and Reformat, CEO Czechowski, Clerk Galbraith, Attorney Chris Trapp, Deputy Attorney Joseph Greco- Trapp, Superintendent Fleck, General Crew Chief, Patrick Cavanaugh, Randy, and Debra Crist.

MOTION by Trustee Reformat and seconded by Trustee Casell, to approve the minutes from the March 26, 2024, meeting. On the question – no comment. 3 ayes, 2 abstain- Retzlaff & Cieszki, Carried.

MOTION by Trustee Casell seconded by Trustee Cieszki, to approve payment bills on abstract dated April 9, 2024.

Payroll	\$46,905.15
Abstract	\$42,445.65

On the question - no comment 5 ayes, carried.

MOTION by Trustee Reformat, seconded by Trustee Cieszki, to approve the monthly reports as submitted and reviewed by the Board of Trustees.

Court

Treasurer

CEO. On the question - no comment 5 ayes, carried.

COMMUNICATIONS

Attorney Trapp – sent letter to Integrated, our current IT company, to terminate our services in the next 60 days. We are going with a different company.

We have sent a letter of support for Arc, part of Black Water Acres, to be located behind Tops Markets, they are seeking grant funding.

Our first quarter sales tax from Erie County is \$105,250.02

We are looking into the NYS EFC grant application Due June 14 for water grant funding.

MOTION by Trustee Casell and seconded by Trustee Cieszki, to file as received all.

Correspondence brought before the board. On the question - no comment 5 ayes, carried.

Reorganizational Meeting

MOTION by Trustee Becker and seconded by Trustee Cieszki, to approve all following appointments at the reorganizational meeting held on April 9, 2024, at 7:43 PM. On the question - no comment 5 ayes, carried.

RESOLVE that the regular meeting of the Board of Trustees shall be held on the 2nd and 4th Tuesday of the month.

RESOLVE that the regular meeting of the Planning Board be held on the third Wednesday of each month.

RESOLVE that the regular meeting of the Zoning Board of Appeals be held the third Tuesday of each month on an as needed basis.

RESOLVE that the Board of Trustees shall authorize payment in advance of audit of claims for utility services, postage, payroll, and debt service, all such claims shall be presented at the next regular meeting for audit.

RESOLVE to designate the Alden State Bank, and NYCLASS as the official depositories and Investments of Village funds.

RESOLVE to designate the Alden Advertiser as the Village of Alden's official newspaper.

RESOLVE that the Mayor and Treasurer be authorized to invest surplus funds as per investment policy.

RESOLVE that the Mayor be authorized to sign checks in the absence of the Village Clerk/Treasurer.

RESOLVE to authorize the Mayor Board of Trustees, and other municipal officials to attend at reasonable expense to the village, meetings of the following named organizations to which the Village of Alden or an official is a member: Conference of Mayors, Village Officials Association of Erie County, Western New York Village Officials Association, Erie County Governments, Municipal Administrative Officers Association, Water Pollution Control Federation, American Water Works Association, New York State Bar Association, New York State Court Clerks Association, Niagara Frontier Building Officials Association, NYS Magistrates Association, Judges & Police Conference of Erie County, NYS Rural Water Association, NEST, Alden Chamber of Commerce, Western New York Storm Water Coalition, NYS Society of Municipal Finance Officers, New York Planning Federation, International Codes Council, American Public Works Association, Western Southern Tier Building Officials Association.

RESOLVE to approve the Alden Hook & Ladder Fire Company Inc., to conduct fund raisers throughout the upcoming fiscal year as submitted.

RESOLVE to approve the Alden Hook & Ladder Fire Company's list of active, and fire police members as Volunteers for the Village of Alden Fire Department, Village of Alden Emergency Medical Services Department.

RESOLVE to approve travel reimbursement for mileage at the current IRS rate, to approve toll and parking receipts, and that meals be at reasonable cost to the Village, while performing their official duties on behalf of the Village.

RESOLVE to approve the use of Village owned and/or insured vehicles by Village employees and/or volunteers while performing their official duties on behalf of the Village.

RESOLVE to approve a stipend rate of \$30 per month for the Code Enforcement Officer/Building Inspector, Czechowski, for the use of his personal cell phone while performing his official duties on behalf of the Village. Increase as of June 2024.

RESOLVE to approve a stipend rate of \$220 (total) per month for the Code Enforcement Officer/Building Inspector, Czechowski, and Assistant CEO Twaragowski, for the use of their personal vehicles while performing their official business on behalf of the Village. Increase as of June 2024. The stipend will be re-visited when the village owned vehicle becomes permanently available to the building department.

RESOLVE to adopt the Procurement Policy on file in the Village Clerk's office.

RESOLVE to adopt the investment policy of the Village of Alden on file in the Village Clerk's office.

RESOLVE to approve \$35 per meeting to members of Planning Board and Zoning Board of Appeals.

RESOLVE to approve \$45 per meeting to secretaries/clerks and Chairmen of Planning Board and Zoning Board of Appeals.

RESOLVE to approve any changes made to the Chapter A220 Fee Schedule of the Village Code Book as reviewed by all department heads.

RESOLVE to approve the Village of Alden Disaster Plan on file in the Village Clerk's office.

RESOLVE to approve the Village of Alden Pandemic Operation Plan on file in the Village Clerk's office.

RESOLVE To allow Village employees to respond to Fire/EMS calls during regular business hours.

RESOLVE to adopt the EMS Transportation Rates for 2024-2025 as follows:

Lift assists \$50

Treat & Release \$500.00

Basic Life Support \$900.00

ALS I \$1150.00

ALS II \$1400.00

Mileage Rate \$30.00/mile

RESOLVE to approve the use of village vehicles outside of village limits for the following: approved training, seminars, meetings, emergency purposes (hospital on ambulance call, mutual aid calls), parades, and other village business. Any other use of any Village owned vehicle outside the Village limits must be approved by Village Board.

Roll Call Vote:

Trustee Becker-aye

Trustee Casell-aye

Trustee Cieszki -aye

Trustee Refermat -aye

Mayor Retzlaff- aye On the question - no comment 5 ayes, carried.

MAYOR'S APPOINTMENTS

MOTION by Trustee Refermat and seconded by Trustee Casell, to approve all following appointments at the reorganizational meeting.

RESOLVE to approve Mayor Retzlaff’s appointment of Trustee Casell as Deputy Mayor of the Village of Alden for term to expire 3/31/2025.

RESOLVE to approve Mayor Retzlaff’s appointment of Sue Galbraith as Clerk/Treasurer term to expire 3/31/2025.

RESOLVE to approve Mayor Retzlaff’s appointment of Donna Taylor as Deputy Clerk/Treasurer term to expire 3/31/2025.

RESOLVE to approve Mayor Retzlaff’s appointment of Pat Meyer as 2nd Deputy Clerk/Treasurer term to expire 3/31/2025.

RESOLVE to approve Mayor Retzlaff’s appointment of Diane Casell as Clerk to Village Justice, term to expire 3/31/2025 at an hourly rate.

On the question: Trustee Casell to abstain from the vote.

RESOLVE to approve Mayor Retzlaff’s appointment of Sue Galbraith, Clerk & Secretary to the Zoning Board of Appeals.

RESOLVE approve Mayor Retzlaff’s appointment of Karen Muchow, as Village Historian.

RESOLVE to approve Mayor Retzlaff’s appointment of Robert Woods, as Associate Village Justice term to expire 3/31/2025.

RESOLVE to approve Mayor Retzlaff’s appointment of Joseph Czechowski as SEQR and Development Officer for the Village of Alden.

RESOLVE to approve Mayor Retzlaff’s reappointment of Sue Galbraith as Secretary to the Planning Board.

RESOLVE to approve Mayor Retzlaff’s appointment of Stephanie Genco as a member of the Planning Board, term to expire 3/31/2031.

RESOLVE to approve Mayor Retzlaff’s appointment of Michael DeWitt as a member of the Zoning Board of Appeals, term to expire 3/31/2029. Done for 2024

RESOLVE to approve Mayor Retzlaff, as Disaster Coordinator, and Trustee Casell and Joseph Czechowski as Assistant Disaster Coordinators for a one-year term.

RESOLVE to approve Mayor Retzlaff’s appointment of Phil Fleck as Storm Water Manager Officer.

COMMITTEES FOR 2024-2025

CHAIRPERSON: Mayor Retzlaff

- Budget Officer
- Personnel- Casell
- Disaster Coordinator
- Liaison to the Town, School, & Chamber of Commerce
- Ordinances- Village Attorney, DPW Superintendent, CEO/BI Czechowski

CHAIRPERSON: Trustee Becker

- DPW: including Streets & Projects
- Solid Waste Treatment & Sanitary Sewers- DPW Superintendent
- Nest Representative – DPW Superintendent (Alternate)
- Insurance- Retzlaff, Village Clerk / Treasurer, Village Attorney
- Computers – Village Clerk / Treasurer, COE/BI Czechowski

CHAIRPERSON Trustee Casell

- Water- Becker, Retzlaff, DPW Superintendent
- Fiscal Oversight Committee- Becker, Cieszki
- Fire Dept. & EMS Dept.- Cieszki
- Asst. Disaster Coordinator – Fire Chief, CEO/BI Czechowski
- Safety – Village Clerk/Treasurer, CEO/BI Czechowski, DPW Superintendent, Fire Chief
- Garbage and Refuse – Cieszki, DPW Superintendent, CEO/BI Czechowski

CHAIRPERSON: Trustee Cieszki

- Grant writer – Village Clerk / Treasurer, DPW Superintendent
- Municipal Building Maintenance & Cleaning- Refermat
- Affirmative Action and Fair Housing Officer
- Parks- Becker, DPW Superintendent

CHAIRPERSON: Trustee Refermat

- Sidewalks – Cieszki
- Storm Water Drainage - Becker
- Village Cemeteries
- Multi-channel Service – Village Attorney

Roll Call Vote:

Trustee Becker-aye

Trustee Casell-aye

Trustee Cieszki -aye

Trustee Refermat -aye

Mayor Retzlaff- aye On the question - no comment 5 ayes, carried.

Resolutions/Appointments/Requests/Motions for April 9, 2024

MOTION by Trustee Casell seconded by Trustee Becker, to approve NYRWA’s request to use the Village Hall for the week of 10/21/24 – 10/25/24, from 7am – 3:30 pm each day for training. On the question - no comment 5 ayes, carried.

MOTION by Trustee Becker seconded by Trustee Casell, to approve the following properties as exempt from the requirements of Chapter 203 of the Code of the Village of Alden, as it pertains to the storage of unlicensed vehicles on said properties. All of the following have submitted appropriate request letters accompanied by valid New York State Department of Motor Vehicles licenses for this type of activity. Approval to expire March 31, 2025.

- Impala Brothers, 13409 Broadway
- Orlando DiCenso Auto Sales, 13429 Broadway
- MW Equipment Sales, 13448 Broadway
- Diversified Automotive, 13374 Broadway

On the question: Trustee Casell – does this include the garage on the corner of Broadway and Westcott? CEO – Diversified Automotive, yes. Trustee Casell – are they limited to

the number of cars they can have on the lot? CEO – the Assistant CEO and I are working on re-addressing the ordinance concerning this. 5 ayes, carried.

MOTION by Trustee Becker seconded by Trustee Cieszki, to approve the request from Alden Substance Abuse and Prevention, to hang the NNO banner on the gazebo July 23rd-August 6th, also permission to decorate the Fireman’s Parks for the Fall Halloween Season October 1st-November 2nd and hang the Spooktacular banner on the Gazebo. On the question: Trustee Refermat – will this interfere with the car show? Clerk – no, it is a banner on the gazebo. 5 ayes, carried.

MOTION by Trustee Becker seconded by Trustee Casell, to authorize Mayor Retzlaff’s signature on the agreement with Nussbaumer & Clarke for the 2040 Comprehensive Plan revisions, as the lowest bidder of the RFP’s submitted for said services, with the recommended changes by the Village Attorney. On the question - no comment 5 ayes, carried.

MOTION by Trustee Casell seconded by Trustee Refermat, to approve Mayor Retzlaff to attend the NYCOM seminar from May 15-17, at reasonable village expense. ON the question: Mayor – I will report back to the board on the seminars. Trustee Casell – If we approved in the reorganizational meeting, why do we need an additional motion? Mayor – to inform the people, to be transparent. 5 ayes, carried.

MOTION by Trustee Becker, seconded by Trustee Cieszki, to approve the following appointments as submitted by Alden Hook & Ladder membership:

- Chief – Bryce Gossel
 - 1st Assistant Chief – Albert Boucher
 - 2nd Assistant Chief – Austin Kremer
 - 3rd Assistant Chief – Keith Sitzman
 - Captain – Joshua Zelak
 - 1st Lieutenant – Joseph Greis
 - 2nd Lieutenant – Ryan Airey
 - 3rd Lieutenant – Jackson Proy
 - 4th Lieutenant – Erik Maderer
- On the question - no comment 5 ayes, carried.

MOTION by Trustee Casell and seconded by Trustee Refermat, to create the position of Deputy Village Attorney/Village Prosecutor and to approve Mayor Retzlaff’s appointment of Joseph Greco-Trapp, Esq., term to expire 3/31/2025. No additional cost to the village in the 2024-2025 budget, with a reduction of \$3,000/year from the Village Attorney line to be placed on the Deputy Village Attorney line. On the question - no comment 5 ayes, carried.

MOTION by Trustee Becker, seconded by Trustee Cieszki, to change the work session of the Board of Trustees to 5:30 P.M. and the regular meeting start at 6:30 P.M, starting April 26, 2024. On the question - no comment 5 ayes, carried.

BUSINESS FROM THE FLOOR

REPORTS FROM COMMITTEES/DEPARTMENT

CEO Czechowski- working on fee schedule, and motion for rodeo for next meeting.

Attorney Trapp – Thank you for my reappointment. Sexual Harassment Training April 26.

Trustee Refermat congratulations to the newly elected & returning members of the board. Congratulations to the fire department and will not be at the April 26 meeting.

Mayor Retzlaff – Thank you.

UNFINISHED AND TABLED BUSINESS:

Motion by Trustee Cieszki, seconded by Trustee Refermat, to adjourn the meeting at 7:51 p.m. On the question - no comment 5 ayes, carried.

I respectfully submit,

Sue Galbraith,
Village Clerk