

Approved Minutes April 8, 2025

MOTION by Trustee Prucnal and seconded by Trustee Kibbe to enter into Executive Session for the purpose of personnel at 6:10pm.

MOTION by Trustee Prucnal, and seconded by Trustee Casell to exit from executive session at 6:28pm.

In Attendance: Trustee Prucnal, Trustee Kibbe, Trustee Casell, Mayor Retzlaff, DPW Superintendent Dan Czelusta, CEO Joe Czechowski, Attorney Joe Trapp, Village Clerk/Treasurer Sue Galbraith, Deputy Village Clerk Ashley Kaluzny, Assistant CEO Chris Twaragowski, DPW Crew Chief Patrick Cavanaugh

Absent: Trustee Branda Cieszki

Village Board Meeting began at 6:30pm with the Pledge of Allegiance led by Mayor Retzlaff.

MOTION by Trustee Casell and seconded by Trustee Kibbe to approve the minutes from the March 25, 2025 board meeting. On the question, 3 ayes, carried. Trustee Prucnal abstained.

MOTION by Trustee Prucnal and seconded by Trustee Casell to approve the Bills on Abstract 21 in the amount of \$34,381.21. On the question, 4 ayes, carried.

MOTION by Trustee Kibbe and seconded by Trustee Casell to approve the monthly reports from the fire department. On the question, 4 ayes, carried.

MOTION by Trustee Prucnal and seconded by Trustee Casell to approve payroll #8 in the amount of \$44,453.81. On the question, 4 ayes, carried.

MOTION by Trustee **Prucnal** and seconded by Trustee **Kibbe**, to set a Public Hearing April 22 at 6:35 pm to hear comments regarding the 2025-2026 Tentative Budget. On the question, 4 ayes, carried.

MOTION by Trustee **Casell** and seconded by Trustee **Kibbe** to accept with regret the resignation of Kevin Wypij from the department of Public Works effective April 25, 2025 at 11:59pm due to retirement. On the question, 4 ayes, carried.

MOTION by Trustee **Casell** and seconded by Trustee **Prucnal** to leave the regular board meeting and begin the Re-Organizational meeting. On the question, 4 ayes, carried.

MOTION by Trustee **Kibbe** and seconded by Trustee **Prucnal**, to approve all following appointments at the reorganizational meeting held on April 8, 2025.

RESOLVE that the regular meeting of the Board of Trustees shall be held on the 2nd and 4th Tuesday of the month, 6:30pm.

RESOLVE that the regular meeting of the Planning Board be held on the third Wednesday of each month 7:30pm.

RESOLVE that the regular meeting of the Zoning Board of Appeals be held the third Tuesday of each month on an as needed basis 6:30pm.

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 and Akron Bugle as the Village of Alden's official newspapers.

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, PERMA, NYMIR, 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.

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 2025-2026 as follows:

- *Lift assists \$60*
- *Treat & Release \$500.00*
- *Basic Life Support \$1,000.00*
- *ALS I \$1250.00*
- *ALS II \$1500.00*

- *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 Casell-Aye

Trustee Kibbe-Aye

Trustee Cieszki-Absent

Trustee Prucnal -Aye

Mayor Retzlaff- Aye

MAYOR'S APPOINTMENTS

RESOLVE to approve Mayor Retzlaff's appointment of Trustee **Kibbe** effective June 1st as Deputy Mayor of the Village of Alden for term to expire 3/31/2026.

RESOLVE to approve Mayor Retzlaff's appointment of *Sue Galbraith* effective June 1st as Deputy Clerk/ Deputy Treasurer term to expire 3/31/2026.

RESOLVE to approve Mayor Retzlaff's appointment of *Ashley Kaluzny* effective June 1st as Clerk/ Deputy Treasurer term to expire 3/31/2026.

RESOLVE to approve Mayor Retzlaff's appointment of *Jill Depczynski* effective June 1st as Treasurer/ Deputy Clerk term to expire 3/31/2026

RESOLVE to approve Mayor Retzlaff's appointment of *Sarah Hinsken* as Clerk to Village Justice, term to expire 3/31/2026 at an hourly rate.

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 3/31/2026.

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 *Dave Metz* as a member of the Planning Board, term to expire 3/31/2031.

RESOLVE to approve Mayor Retzlaff's appointment of *Brian Shumacher* as a member of the Zoning Board of Appeals, term to expire 3/31/2029.

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

RESOLVE to approve Mayor Retzlaff's appointment of Dan Czelusta as Storm Water Manager Officer.

COMMITTEES FOR 2025-2026 CHAIRPERSON:

CHAIRPERSON: Mayor Retzlaff

- Budget Office - Treasurer
- Personnel - Kibbe
- Disaster Coordinator- CEO/BI Czechowski
- Liaison to the Town, School, & Chamber of Commerce-
- Shared Services – Cieszki
- Computers- Village Clerk, COE/BI Czechowski
- Ordinances- Board of Trustees, Village Attorney, DPW Superintendent, CEO/BI Czechowski

CHAIRPERSON: Trustee Casell

- Water-DPW Superintendent -
- Solid Waste Treatment & Sanitary Sewers- DPW Superintendent
- Storm Water Drainage

CHAIRPERSON: Trustee Cieszki

- DPW: Including Streets & Sidewalks - Prucnal
- Parks- Casell, DPW Superintendent
- Fire Dept & EMS Dept- Kibbe

CHAIRPERSON: Trustee Kibbe

- Municipal Building Maintenance & Cleaning
- Personnel Policy – Village Attorney
- Affirmative Action and Fair Housing Officer Parks
- Grant writer – Village Clerk / Treasurer, DPW Superintendent
- Insurance- Retzlaff, Village Clerk / Treasurer, Village Attorney

CHAIRPERSON: Trustee Prucnal

- Garbage & Refuse – Cieszki
- Nest Representative – DPW Superintendent (Alternate)
- Village Safety Committee – Village Clerk/Treasurer, CEO/BI Czechowski, DPW Superintendent, Fire Chief
- Multi-channel Service – Village Attorney

Roll Call Vote:

Trustee Casell - Aye

Trustee Kibbe-Aye

Trustee Cieszki-Absent

Trustee Prucnal-Aye

Mayor Retzlaff-Aye

MOTION by Trustee **Casell** and seconded by Trustee **Kibbe** to approve returning to the regular board meeting as scheduled.

MOTION by Trustee **Prucnal** and seconded by Trustee **Casell** to accept the EMS calls for payroll # 7 for 3/8-3/21/25. On the question, 4 ayes, carried.

MOTION by Trustee **Prucnal** and seconded by Trustee **Kibbe** to approve the following: On the question, 4 ayes, carried.

- The Alden Car, Truck, and Cycle Show for 2025 on Sunday July 27, 2025.
- Use of West Main St from Community Center to the corner of West Main Street, Broadway and the Gazebo Park.
- Road signs for no parking for West Main St by the park to Broadway
Show cars on West Main St.
- Roadblock and blockades for West Main St/Broadway, West Main St up to Community Center and Church and Broadway

- Dumpster for Gazebo Area

MOTION by Trustee **Casell** and seconded by Trustee **Prucnal** approve the Rodeo Event and related Sign Permit for the Alden Community Church (“Church”), 1400 Sullivan Road, for the purposes of conducting the Cross Over the Line Rodeo, as per submitted application, with the following conditions: on the question, 4 ayes, carried.

- 1) The events shall be held between the hours of 5:00-7:30PM DST, with an additional reasonable amount of time allotted before and after the actual event for set-up, clean-up, and take-down.
- 2) No parking shall be permitted on either side of Broadway along the Church property or within one thousand feet of the intersection with Sullivan Road.
- 3) No parking shall be permitted on either side of Sullivan Road along the Church property or within one thousand feet of the intersection with Broadway.
- 4) The Village of Alden shall be named as additional insured on all policies related to this event by both the Alden Community Church and Cross Over the Line Rodeo, and must be received and approved prior to the first date of the event.
- 5) All lighting and sound amplifiers shall be directed away from residences on Sullivan Road.
- 6) All necessary approvals shall be obtained from any Federal, State, or County authority prior to the first date of the event, and a copy of said approvals shall be submitted to the Village of Alden.
- 7) No animals shall be kept on the Church property overnight.
- 8) All refuse must be securely maintained at all times and removed from the premises each day of the event.
- 9) The Church shall be responsible for all safety and security related to the event, including, but not limited to, parking, invitees, etc.
- 10) All fencing and seating may be stored on the premises after the last performance date, provided the event is planned to be held the following year. If the event is not planned to be held again or is not approved, all materials must be removed within seven (7) days after written notice by the Village of Alden. All materials must be kept in a neat and orderly fashion.
- 11) All sponsorship/banner advertising signage shall face inward towards the arena.
- 12) Sign permits shall be obtained for any event advertising as applicable.

MOTION by Trustee **Casell** and seconded by Trustee **Prucnal** 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, 2026. On the question, 4 ayes, carried.

- · Impala Brothers, 13409 Broadway

- · Orlando DiCenso Auto Sales, 13429 Broadway
- · MW Equipment Sales, 13448 Broadway
- · Diversified Automotive, 13374 Broadway
- · Alden Automotive, 13151 Broadway

MOTION by Trustee ***Kibbe*** and seconded by Trustee ***Prucnal*** approve an extension of the deadline for the previously-approved Slade Drive Agreement between Wetzl Development and the Village of Alden, to expire on June 1, 2025, as requested, due to site readiness and weather issues. On the question, Trustee Casell, what was the extension, CEO Czechowski-extended from 4/1 to 6/1. 4 Ayes, carried.

MOTION by Trustee ***Kibbe*** and seconded by Trustee ***Prucnal*** to approve the Special Event Sign permit for Bulldog Pizza, 13268 Broadway, as per submitted documentation. Sign to be erected from April 8 – April 21, 2025. On the question, 4 ayes, carried.

Business from the floor:

Kristen Tuberdyke, 13340 Maple Ridge sent Dan an email regarding water from sump & water coming up bubbler. States there is 7 feet of water in her storm sewer, the pipe was replaced in the fall outside and now thinks the sewer is the problem. States that water is now coming out of the bubbler.

Superintended Dan Czelusta-storm sewer is not 8 feet deep, it is 4 ft deep. If there is 7 ft of water, then there is likely an larger underlying issue that needs to be diagnoses. Also stated that he was just made aware of this issue, but he is aware that the house directly to the west of 13340 Maple Ridge had a similar issue where the bubbler pushed down into the storm sewer causing water backup issues. The homeowner is responsible for having a contractor come out, dig up and repair. Dan plans to send a letter to the homeowner to the west of 13340 Maple Ridge explaining this information. Also explained that if Mrs. Tuberdyke is experiencing the same issue or possible sink hole under her storm sewer, that it would also be up to her to hire a outside contractor to come in, dig up and repair. However, Dan will request use of a camera and get in there to check it out first. Trustee Casell asked what is the function of a bubbler. Superintendent Czelusta explained that is an emergency overflow system.

Mr. Kegler addressed the board to thank them for their quick response in limiting the amount of large trucks that are utilizing Kellogg rd for their transportation. He also thanked Mayor Retzlaff for sending out a public newsletter. Mr. Kegler expressed concern that he did not see the approved minutes from the meeting on March 11 or the most up to date agenda on the website. Also questioned what the DPW is going to do about the road conditions on Kellogg. States that it is unsafe. DPW superintendent informed him that the DPW will be

doing what they can to make repairs, but their long term plan is to do a complete road reconstruction project just not sure if we can fit it into the budget this year. Our hope is to apply for a grant to complete the project.

Reports from Committees/Departments/Trustee's:

Trustee Kibbe-Thank you Joe Czechowski for assisting the Town of Alden and their challenges with the building department.

Trustee Casell-Thank you to the DPW for making the best use of the cement truck and adding the sidewalk in front of the karate center on top of what they already planned to pour in the bandstand park so that we don't waste a partial truck load. Also appreciation to Dan, Superintendent as he has seen a vast improvement in the department of Department of Public Works as a whole.

Unfinished and Tabled Business:

None at this time

Adjournment: with a moment of silence for Helen Merle and Leo Drzazgowski

MOTION by Trustee **Casell** and seconded by Trustee **Prucnal** to adjourn the meeting at 7:01pm.