

REGULAR MEETING OF THE COMMON COUNCIL
SEPTEMBER 22, 2021
7:00 PM

PRESENT: Mayor Sandra Magiera
Council Members: John Hill, Kylee Johnson, Barry Smith,
Paul Myers, Janet Koch
City Clerk: Tracy Chamberlain
Grant Writer/Youth Bureau Director: Sandra Brundage

Mayor Magiera called the meeting to order at 7:00 PM. After the Pledge of Allegiance, Mayor Magiera asked for a moment of silence.

CLD TO
ORDER

Moved by Smith and seconded by Myers:

RESOLVED: That we hereby approve and dispense with the reading of the minutes of the last regular meeting of September 8, 2021.

APRVL OF MINS
OF 09/08/21

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch
Nays: None

Old Business:

OLD BUS:

Moved by Johnson and seconded by Hill:

RESOLVED: That we hereby bring the old business to the table.

RESOL TO BRING
OLD BUS BACK
TO TABLE

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch
Nays: None

Moved by Hill and seconded by Smith:

RESOLVED: That we hereby authorize the Cattaraugus County Living Arts Association (CCLAA) to sublease 8 Main Street to Tina Hice for one year and 12 Main Street to John Miller for one year.

RESOL TO AUTH
CATT CO LIVING
ARTS ASSOC
(CCLAA) TO
SUBLEASE 8
MAIN ST TO
TINA HICE, 1YR
& 12 MAIN ST
TO JOHN MILLE
1 YR

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch
Nays: None

New Business:

Moved by Hill and seconded by Koch:

RESOLVED: That we hereby approve a renewal agreement between the NYS Unified Court System and the City of Salamanca for the period commencing on April 1, 2021 through March 31, 2022 (reimbursement for Court Security) and further authorizing the Mayor and the Police Chief to sign such agreement.

NEW BUS:

RESOL TO APV
RENTAL AGRMT
BETW UNIFIED
COURT SYST &
CITY, 4/1/21-
3/31/22
(REIMB COURT
SECURITY)

Council Member Koch noted that when the five-year agreement ends in 2024 options should be looked at. *

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch
Nays: None

Ward 5 ALD.
KOCH WLD LIKE
TO REVIEW IN
2024

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Moved by Smith and seconded by Koch:

RESOLVED: That we hereby waive the agenda rule to consider other business.

RESOL TO WAIVE
AGENDA

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch

Nays: None

Moved by Hill and seconded by Johnson:

RESOLVED: That we hereby confirm the wage for the part-time Civil Service Human Resource Specialist to be between \$25,000 and \$30,000.

RESOL TO CONFIRM
WAGE FOR PT CIVIL
SERV HUMAN RE-
SOURCE SPEC TO
BE BETW \$25000 &
\$30000

Council Member Koch noted she was not in favor of the wage at 20 hours per week, which would be \$24.04 to \$28.85 per hour.

Adopted Ayes: Hill, Johnson, Smith, Myers

Nays: Koch

Moved by Hill and seconded by Koch:

RESOLVED: That we hereby establish the hours for "Trick or Treat" in the City as 6:00 PM to 8:00 PM on Sunday, October 31, 2021, with those residents wishing to participate leaving their porch lights on.

RESOL TO ESTABLISH
TRICK OR TREAT
IN CITY TO 6:00
PM until 8:00 PM
10/31/21

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch

Nays: None

Moved by Hill and seconded by Myers:

RESOLVED: That we hereby accept the Community Development Block Grant in the amount of \$500,000.00 for renovations to the Police Station and further authorize the Mayor to sign any documents.

RESOL TO ACCEPT
COMMUN DEV BLOCK
GRANT, \$500,000
for RENOV TO SPD
STATION

Grant Writer Brundage noted these funds are part of the Coronavirus Aid, Relief and Economic Security (CARES) Act. The time line for completion for the project is one year.

(time line 1 yr)

Council Member Koch asked to see the plans before they are finalized. Grant Writer Brundage provided preliminary drawings.

The Mayor and Council thanked Grant Writer Brundage for her work on the project.

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch

Nays: None

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Moved by Koch and seconded by Smith:

RESOLVED: That we hereby require Department Heads be notified that they are required to work with the Mayor on items to speak with the City Attorney and to schedule an appointment if needing to meet with the City Attorney.

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch
Nays: None

Under Communications from the Mayor and Council:

- Council Member Smith thanked John Miller for bringing a new business to the City.
- Council Member Smith stated he spoke with a few Police Officers after an incident at the Highland Avenue playground. He suggests adding more lighting at the back of the property for security. Mayor Magiera stated that the parks are open dawn to dusk and if there is lighting then kids will be there later. It was noted that there is need for more security and police patrol at the park.
- Council Member Koch stated there is a temporary building at the used car lot on the corner of Washington Street and Center Street. She understands that the temporary building permit is due to expire in October and there are no taxes on the building. She asked that the Clerk check with the Assessor on the status of the temporary permit for the building and she asks that it not be extended again.
- Council Member Koch asked that the Police Department be asked to identify themselves when they answer the phone. Also, she asked if the 4-day 10-hour shifts are working, noting there have been comments made that they are understaffed. There was some discussion regarding the staffing. Council Member Myers feels the Department Head should be working 5 days per week, rather than the 4-day shift. Council Member Koch stated she would like to see civilian dispatch during the day and the County dispatch overnight. Council Member Myers noted that may be more of an expense. Council Member Johnson asked if the bike patrol has been on the trail. Mayor Magiera noted that there was an overtime schedule offered to the officers. Council Member Hill will discuss these concerns with the Police Commission at the next meeting.
- Council Member Koch asked that the next agenda includes cancelling the second meetings for the months of November and December.
- Clerk Chamberlain asked that the Council consider moving the second October meeting to a Monday due to a conflict she has with attending. After some discussion it was decided to have the Clerk check on having other staff attend that meeting.
- Mayor Magiera noted the following:
 - The Civil Service Fire Chief exam has been announced.
 - The City received \$75,000.00, which is the balance of the funds from the New York State Energy Research and Development Authority (NYSERDA) grant that was to assist with energy efficiency in the Municipal Building.

RESOL TO REQ
DPT HEADS TO
WORK WITH MA-
YOR ON CITY
ATTY ITEMS TO
BE DISCSD WITH
HIM & SCHED
AN APPT IF NEC

COMMUNICATIONS

-JOHN MILLER
-HIGHLAND PLAY-
GR INCIDENT
& INCR LIGHTG?
DEF MORE SEC-
URITY & POLICE
PATROL

-REQ NOT TO RE-
NEW TEMP BLDG
PERMIT AT USED
CAR LOT

-SPD SHLD ID
THEMSELVED ON
PHO CALLS TO
COUNCILMEN.
DISCN ALSO OF
NEW SHIFTS,
AND BIKE PATRI

-REQ CANX OF
2nd MIG IN NOV
& DEC

-REQ CANX OF
OF 10/27 MIG
AND RESCHED

MAYOR ANNCMTS

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- The Salamanca Public Library Board of Trustees has changed their by-laws with regard to the Treasurer and have appointed someone to the position. They also plan to make some changes with the banking, payroll and benefits. She explained to the Library Board that the balance of any unused budgeted funds is transferred to the Library account even if not spent. They thanked the Mayor for explaining this and for attending meetings. They will be opening a new checking account for the new treasurer. In the past it was agreed that the City would move funds quarterly, therefore \$50,000.00 can be transferred to the new account. There was some discussion regarding the possibility of the Library working with the Salamanca City Central School District. Council Member Myers asked that at next year's budget meeting with the Library discussion be held when all Council Members can attend. There is concern for the Library staff and the changes that will affect their benefits. It was suggested to invite the Library staff to a Council meeting. Council Member Koch suggested a meeting with the Council, Library Board and NYS Board of Education.
- The deadline for the Human Resource Specialist canvass of eligible candidates was September 20, 2021. There was no one interested in the part-time position. The City can hire someone provisionally with the minimum qualifications with the requirement of passing the test.
- Eric Hice contacted the Mayor regarding the 18 Main Street Upper apartment. There was discussion regarding problems with the plumbing lines and the cost of running new lines. It was noted that the American Rescue Act (ARA) funds can be used for low income housing. It was decided to get quotes from plumbers and cover the cost with the ARA funds. It was also suggested to cover the cost of the repair to the windows at the apartment.
- There was a recent storm that caused a lot of damage from trees. There was discussion regarding the aging trees in the City being removed on a regular basis. It was decided that the old listing of trees should be updated and have some of the dangerous trees, that are the responsibility of the City, removed yearly. It was noted that possibly a couple of tree removal businesses could be used.
- The American Rescue Act (ARA) funds designated to employees totaled \$71,200.00. It was noted in the funding application that there was \$40,000.00 lost revenue due to no court being held and \$91,289.00 in lost fees for the Board of Public Utilities. Those amounts should be transferred and applied to the court revenue line and to the BPU. It was noted an itemization schedule will need to be prepared showing what the funds were used for. Council Member Koch asked if any of the funds could be applied to the lost revenue of the Salamanca Housing Authority. Grant Writer Brundage noted that there will be funding available for low income housing.

CHANGES BY LIBRAR
BD OF TRUSTEES

NO INTEREST BY
THOSE CANVASSED
FOR HR SPEC AT PT

18 MAIN ST UPPER
APT REGARDING
PLUMBING ISSUES

TREE DAMAGE FROM
RECENT STORM

AMER RESCUE ACT
REMIBURSEMENTS
DISCUSSED

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Moved by Smith and seconded by Myers:

RESOLVED: That we hereby authorize the City Comptroller to transfer the American Rescue Act funds as proposed in the application, to cover lost revenues, in the amount \$91,289.00 to the Board of Public Utilities for lost fees and \$40,000.00 for lost court fees, both due to COVID-19.

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch
 Nays: None

Moved by Smith and seconded by Johnson:

RESOLVED: That the bills be paid as warranted and recommended by the appropriate Commissions and/or Department Heads, the City Comptroller and City Clerk and that the reports of the Police Chief, Fire Chief, City Clerk, City Judge, and Dog Control Officer for the month of August 2021 are hereby accepted and filed.

RESOL TO AUTH
 CITY COMPT TO
 TRANSFER ARA
 FUNDS TO COVER
 AMOUNT OF \$91289
 to BPU FOR LOST
 FEES UNDER COV-
 ID AND \$40000
 FOR LOST COURT
 FEES FOR SAME

APRVL OF BILLS
 & CERTAIN DPT
 REPORTS FOR MO.
 OF AUGUST

DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT
9/10/2021	CHECK	061910	CITY OF SALAMANCA PAYROLL ACCO	72,351.40CR
9/10/2021	CHECK	061911	CITY OF SALAMANCA PAYROLL ACCO	5,321.67CR
9/13/2021	CHECK	061912	CITY OF SALAMANCA BPU	15,200.00CR
9/13/2021	CHECK	061913	CITY OF SALAMANCA PAYROLL ACCO	56,000.00CR
9/13/2021	CHECK	061914	MILLIMAN INC	3,150.00CR
9/13/2021	CHECK	061915	SANDRA L. BRUNDAGE	74.99CR
9/16/2021	CHECK	061916	BAHGAT & LAURITO-BAHGAT, CPAS,	1,740.00CR
9/16/2021	CHECK	061917	W.B. MASON CO. INC	868.48CR
9/17/2021	CHECK	061918	CITY OF SALAMANCA PAYROLL ACCO	131,266.76CR
9/17/2021	CHECK	061919	CITY OF SALAMANCA PAYROLL ACCO	9,828.64CR
9/17/2021	CHECK	061920	BRIAN S. JOSEPH, M.D.	950.00CR
9/17/2021	CHECK	061921	CARDMEMBER SERVICE	3,228.12CR
9/17/2021	CHECK	061922	LC PLUMBING, HEATING, & AIR	3,864.50CR
9/24/2021	CHECK	061923	ATLANTIC BROADBAND	144.51CR
9/24/2021	CHECK	061924	BARMORE & SELLSTROM	148.00CR
9/24/2021	CHECK	061925	BLUE COLLAR WORKWEAR	183.00CR
9/24/2021	CHECK	061926	CASELLA WASTE SYSTEMS, INC.	80.00CR
9/24/2021	CHECK	061927	CATTARAUGUS COUNTY HEALTH DEPA	5,562.90CR
9/24/2021	CHECK	061928	DECKER TREE SERVICE	3,000.00CR
9/24/2021	CHECK	061929	FASTENAL COMPANY	93.66CR
9/24/2021	CHECK	061930	GANOUNG'S FIRE PROTECTION, INC	60.00CR
9/24/2021	CHECK	061931	JAMESTOWN AWNING INC	1,792.20CR

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9/24/2021 CHECK	061932	JAMESTOWN MACADAM, INC	4,336.00CR
9/24/2021 CHECK	061933	JAMESTOWN SOAP & SOLVENT, INC.	277.50CR
9/24/2021 CHECK	061934	KEVIN'S AUTO BODY	1,146.00CR
9/24/2021 CHECK	061935	LAWLEY BENEFITS CONSULTING	1,500.00CR
9/24/2021 CHECK	061936	LED ELECTRIC	85.00CR
9/24/2021 CHECK	061937	METROPOLITAN TELECOMMUNICATION	1,549.15CR
9/24/2021 CHECK	061938	PLUMBMASTER	14.94CR
9/24/2021 CHECK	061939	PRO-FLEX ADMINISTRATORS LLC	292.00CR
9/24/2021 CHECK	061940	PROFESSIONAL AMBULANCE BILLING	1,912.99CR
9/24/2021 CHECK	061941	QUADIENT LEASING USA, INC.	251.77CR
9/24/2021 CHECK	061942	RICOH USA	104.63CR
9/24/2021 CHECK	061943	ROCK OF WNY	71,174.02CR
9/24/2021 CHECK	061944	SCHUBERT ENTERPRISES, LLC	228.76CR
9/24/2021 CHECK	061945	SCOTT J COLLINS	1,459.00CR
9/24/2021 CHECK	061946	SHERWIN-WILLIAMS	151.65CR
9/24/2021 CHECK	061947	STATE LINE SUPPLY COMPANY	160.24CR
9/24/2021 CHECK	061948	THE PAPER FACTORY	148.89CR
9/24/2021 CHECK	061949	THE PUMP DOCTOR	216.53CR
9/24/2021 CHECK	061950	UNIFIRST CORPORATION	101.88CR
9/24/2021 CHECK	061951	ACME BUSINESS MACHINES	67.26CR
9/24/2021 CHECK	061952	AIRGAS USA, LLC	46.20CR
9/24/2021 CHECK	061953	AUTO ZONE, INC	243.98CR
9/24/2021 CHECK	061954	BOUND TREE MEDICAL, INC.	207.48CR
9/24/2021 CHECK	061955	BRMC/OCCUPATIONAL HEALTH SYSTE	31.00CR
9/24/2021 CHECK	061956	ESO SOLUTIONS, INC.	1,695.00CR
9/24/2021 CHECK	061957	GREAT VALLEY BUILDERS SUPPLY	1,013.12CR
9/24/2021 CHECK	061958	OLEAN GENERAL HOSPITAL PHARMAC	492.42CR
9/24/2021 CHECK	061959	SYMBOLARTS	335.85CR
9/24/2021 CHECK	061960	WORTH W SMITH	89.13CR
9/24/2021 CHECK	061961	DAVE SCHUMAN	87.99CR
9/24/2021 CHECK	061962	INCIDENT RESPONSE & MITIGATION	112.97CR

Adopted Ayes: Hill, Johnson, Smith, Myers, Koch
 Nays: None

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PUBLIC DISCN:

Public Discussion:

- Kellen Quigley asked if the Council has discussed the production and sale of marijuana in the City. Mayor Magiera stated she will be contacting the Seneca Nation of Indians regarding their position on the reservation. If the City would want to allow such options this would need to be done by December 2021. Policy and procedures would need to be established and public hearings would need to be held. Council Member Koch noted the City Attorney should be present for future discussions.
- The Mayor reminded the Council that the Code Enforcement fee schedule will still need to be worked on.

PRESS QUESTND SALE
OF AND PRODUCTION
OF MARIJUANA IN
CITY

CODES FEES WILL
NEED AMENDING

Moved by Johnson and seconded by Myers:

RESOLVED: That we hereby adjourn – 8:40 PM.

Carried.

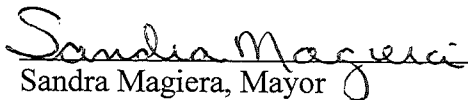


Tracy Chamberlain, City Clerk

ADJOURN

Dated: September 30, 2021

THE ABOVE RESOLUTIONS, AS ADOPTED BY THE COMMON COUNCIL,
ARE HEREBY APPROVED.



Sandra Magiera, Mayor

Dated: 10-6 - , 2021

SPECIAL MEETING OF THE COMMON COUNCIL
OCTOBER 18, 2021
4:00 PM

PRESENT: Mayor Sandra Magiera
Council Members: John Hill, Kylee Johnson,
Paul Myers, Janet Koch
City Clerk: Tracy Chamberlain
Library Board of Trustees: Timothy Baird, Nan Miller,
Susan Zaprowski

ABSENT: Council Member Barry Smith

The meeting was called to order at 4:00 PM.

Moved by Johnson and seconded by Hill:

RESOLVED: That the Mayor and Council enter into executive session for the purpose of discussing personnel under the provisions of the State's Open Meetings Law.

Adopted Ayes: Hill, Johnson, Myers
Nays: None

City Clerk Chamberlain left the meeting at this time.
Council Member Koch arrived during executive session.

Moved by Johnson and seconded by Myers:

RESOLVED: That the Mayor and Council reconvene after approximately one hour and thirty minutes in executive session.

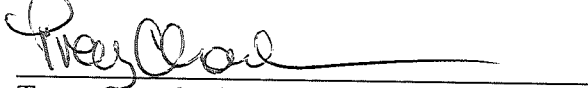
Adopted Ayes: Hill, Johnson, Myers, Koch
Nays: None

No formal action was taken.

Moved by Koch and seconded by Myers:

RESOLVED: That we hereby adjourn – 5:36 PM.

Carried.



Tracy Chamberlain, City Clerk

Dated: October 21, 2021