

REGULAR MEETING OF THE COMMON COUNCIL
SEPTEMBER 8, 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
City Comptroller: Kathleen Sarver
Police Captain: Adam Carlson
Fire Chief: Tom Sturdevant
Code Enforcement Officer: Brandon Smith
Assistant Fire Chief: Daniel Krynski
BPU General Manager: Dennis Hensel
BPU Electric Supervisor: Jeffrey Pond Jr.

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
PLEDGE
MOM OF SIL

Moved by Johnson and seconded by Smith:

RESOLVED: That we hereby approve and dispense with the reading of the minutes of the last regular meeting of August 11, 2021 and the special meeting of August 25, 2021.

APRVL OF MINS
OF 08/11/21 &
SPEC MTG 8/25/
21

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

Moved by Hill and seconded by Johnson:

RESOLVED: That we hereby create a Civil Service Police Officer position and further reinstate Kori Kowalski, Hamburg, NY to a part-time position, at the salary in accordance with the current union contract, effective September 9, 2021.

RESOL TO CREAT
CIV SERV POL
OFFICER POSIT
& FURTHER TO
REINSTATE KORI
KOWALSKI, PT,
SALY PER UNION
EFF 09/09/21

Kori Kowalski explained that he is currently a full-time officer in Hamburg primarily focused on NYS Department of Transportation (DOT) commercial vehicle enforcement traffic stops. This would include tractor-trailers and anything over 10,000 pounds, such as box trucks, landscape trucks and other work vehicles. He has been assisting smaller communities to perform stops and offered to work in the City to make the streets safer. He stated he could work one day per month. He is a certified drug recognition expert (DRE), noting there are commercial vehicle operators who may be impaired by drugs. They will also look into illegal trafficking, drugs, weapons and cash. If bulk cash is confiscated during an inspection 30%, would go to the city. He also noted if there is an accident in the city, he can perform inspections to see if the accident was from a mechanical or driver error. They would need a vacant lot for trucks to pull into for traffic stop inspections. The Council thanked Mr. Kowalski for the information.

EXPLANATION OF
HIS DUTIES IN
COMMERCIAL
TRAFFIC STOPS

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

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Moved by Myers and seconded by Johnson:

RESOLVED: That we hereby accept the proposal of Hunt Engineer, Architects, Land Surveyors, & Landscape Architects, DPC, Horseheads, NY for Community Development Block Grant Planning Program Award Water System Improvement Project/Study engineering services in the amount of \$50,000.00.

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

Moved by Johnson and seconded by Koch:

RESOLVED: That we hereby authorize submitting an application for NYS and Municipal Facilities Program Grant funds for upgrades to the Fire Station in the amount of \$50,000.00 for repairs to overhead doors, renovations for the restrooms and engineer costs.

Fire Chief Sturdevant was contacted to apply for these funds after having read the article about the upgrades needed in the Fire Station.

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

Moved by Johnson and seconded by Smith:

RESOLVED: That we hereby appoint Courtney James, Salamanca, NY and Harley Kettle, Salamanca, NY as Firefighter, with one year probation and salary in accordance with the current union contract, effective September 27, 2021.

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

Moved by Smith and seconded by Hill:

RESOLVED: That we hereby authorize requesting Civil Service to canvas the list for a part-time Human Resource Specialist.

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

Moved by Hill and seconded by Johnson:

RESOLVED: That we hereby require all active personnel files be provided to the Mayor's Office by September 10, 2021 and to authorize Mayor Sandra Magiera access to records. These records should then convert to the Human Resource Department upon hiring of an HRO.

RESOL TO ACPT
PROPSL OF HUNT
ENGINEER FOR
COMMUN DEV
BLOCK GRANT,
\$50,000 for
PLANNING PROG
AWARD WATER SYS
IMPROVEMENT

RESOL TO AUTH
SUBMITTING APP
FOR NYS & MUNI-
CIPLE FACIL
PROGRAM GRANT
FUNDS, \$50,000
for UPGRADES &
REPAIRS TO
FIRE STATION

RESOL TO APT
COURTNEY JAMES,
AND HARLEY KET-
TLE AS FIRE FI-
GHTERS, 1 YR
PROB, SLY PER
UNION EFF 9/27/
2021

RESOL TO AUTH
REQ CIV SERV TO
CANVAS THE LIST
FOR PT HR SPEC

RESOL TO REQUIR
ALL ACTIVE PER-
SONNEL FILES BE
PROVIDED TO MA-
YOR BY 9/10/21,
AND AUTH MAYOR
TO ACCESS REC-
ORDS UNTIL HR
SPEC IS HIRED

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It was noted to remove Sandra Brundage from having access to files and leave just Mayor Magiera.

Council Member Koch noted she thinks it is sad that a resolution has to be done to authorize files to be moved to the Mayor's Office.

Comptroller Sarver asked about her office having access to records for payroll/accounting reporting. After some discussion it was noted that there will be a procedure to follow for requesting information.

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

Moved by Myers and seconded by Smith:

RESOLVED: That we hereby authorize the City Comptroller to disburse American Rescue Funds to employees that worked during the COVID-19 pandemic.

Mayor Magiera had provided information to the Council regarding the staff that worked during the COVID-19 pandemic. She noted after some thought about what was discussed at the work session she suggests a different breakdown. She feels the Firefighters and Police Officers that work full time hours, receive \$1,200.00. The other full-time staff receive \$800.00 and any part-time staff receive \$400.00. There was some discussion regarding the increments to be disbursed. The consensus of the Council is to use the figures presented by the Mayor for disbursement.

Moved by Hill and seconded by Smith:

RESOLVED: That we hereby authorize the City Comptroller to disburse American Rescue Funds to current employees that worked during the COVID-19 pandemic as follows:

Firefighters and Police Officers receive \$1,200.00
Full-time staff receive \$800.00
Part-time staff receive \$400.00

Not to include employees that retired or left.

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

Moved by Johnson and seconded by Hill:

RESOLVED: That we hereby authorize the Salamanca VFW Post 5296 to sell beer in Jefferson Street Park during the annual Falling Leaves Festival on October 1, 2021 through October 3, 2021 as requested by the VFW.

COMPTLR REQ
ACCESS FOR PAY-
ROLL & ACCTG
REPORTING.
COUNCIL WILL
PROVIDE A PRO-
CEDURE TO OBTN
THEM.

RESOL TO AUTH
CITY COMPT TO
DSBURSE AMERIC
AN RESCUE
FUNDS TO EMPLS
THAT WORKED
DURING COVID19
PANDEMIC

RESOL TO AUTH
CITY COMPT TO
DISBURSE AMER
RESCUE FUNDS
AS FLWS:

RESOL TO AUTH
SALA VFW POST
5296 TO SELL
BEER IN JEFFER
SON ST PK FOR
FLF 10/1-3/21

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Such approval is contingent upon the VFW obtaining all necessary NYS Alcohol Board of Control permit. Clerk Chamberlain noted she has received the proof of insurance.

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

Moved by Hill and seconded by Smith:

RESOLVED: That we hereby authorize the closing of certain streets for the Falling Leaves Festival from October 1, 2021 through October 3, 2021.

RESOL TO AUTH
CERTAIN STS
BE CLOSED FOR
FLF 10/1-3/21:

A copy of the list is attached and made a part of these minutes.

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

Moved by Myers and seconded by Hill:

RESOLVED: That we hereby authorize appointing Baylee Klusek, Salamanca, NY to the position of part-time Recreation Attendant at the Salamanca Youth Center, at an hourly rate of \$12.50, effective September 8, 2021.

RESOL TO AUTH
APPTG BAYLEE
KLUSEK, TO PT
RECREATION
ATTENDANT AT
SALA YOUTH
CTR, \$12.50/hr
, EFF 9/8/21
15 hr/wk

Youth Bureau Director Brundage noted that this will be a 15 hours per week position that was created March 2020 and not filled.

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

Moved by Koch and seconded by Hill:

RESOLVED: That we hereby approve the renewal of the agreement for the City of Olean Community Development, Olean Area Transit System bus services within the City of Salamanca for June 1, 2021 through May 31, 2022, and further authorize the Mayor to sign such agreement.

RESOL TO APVE
RENWL OF AGR
FOR CITY OF
OLEAN COMMUN
DEV/OATS
06/01/21-05/31
2022

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

Moved by Smith and seconded by Hill:

RESOLVED: That we hereby table the resolution to authorize the CCLAA to sublease 8 Main Street and 10 Main Street.

RESOL TO TABL
RESOL TO AUTH
CCLAA TO
SUBLEASE 8
MAIN ST & 10
MAIN ST

Mayor Magiera noted details of the leases have not been provided at this time.

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Moved by Koch and seconded by Myers:

RESOLVED: That we hereby table the resolution to authorize the CCLAA to sublease 8 Main Street and 10 Main Street until the September 22, 2021 meeting.

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

Mayor Magiera made the following appointments:

SALAMANCA HOUSING AUTHORITY (Mayor's Appointment Only)

Appointment of William Butler, Salamanca, NY, to fill the unexpired term of Rickey Armstrong Sr., who resigned, beginning on September 9, 2021 and ending March 10, 2024.

Moved by Hill and seconded by Johnson:

RESOLVED: That we hereby authorize the following appointment:

CODE ENFORCEMENT OFFICER

Appointment of Brandon Smith, to fill the unexpired term on William Porter, who resigned, for an indefinite term beginning on September 9, 2021.

PLANNING COMMISSION

Appointment of Brandon Smith, Code Enforcement Officer, as Alternate, to fill the unexpired term on William Porter, who resigned, for a two year term beginning on September 9, 2021 and ending December 31, 2022.

There was some discussion regarding the change in title. It was noted that the Officers that have been certified will continue to do inspections as needed.

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

Under Communications from the Mayor and Council:

- Code Enforcement Officer Brandon Smith discussed procedures for code violations. He noted the City needs to adopt a law to establish guidelines for the judges to follow. He suggested possibly setting up a system to have a registry for property maintenance contacts. Fire Chief Sturdevant would like to see a fine schedule established for the court to follow. Council Member Hill stated that is something that should be worked on.

RESOL TO TABLE
RES TO AUTH
CCLAA TO SUB-
LEASE 8 & 10
MAIN ST UNTIL
9/22/21 MTG

MAYOR APPT:

SALA HSG-WILLIAM
BUTLER, 9/9/21
TO MARCH 10/20
2024

RESOL TO AUTH
FLW APTS:

CODE ENFORCMENT
OFFICER-BRANDON
SMITH, 9/9/21,
INDEFINITE

PLANNING COMM-
BRANDON SMITH,
9/9/21-12/31/22

COMMUNICATIONS:

CEO SMITH DISCUS
PROCEDURES FOR
CODES VIOLATION

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Council Member Koch noted she had asked Code Officer Smith to attend the meeting. She was made aware of a situation where a City resident was dealing with garbage at a neighboring property. It was explained to her that the judge does not have a fee schedule to work from so cases are dismissed. She feels there should be a policy for rental properties to be inspected before renting again. It was noted other municipalities have established a policy. Code Officer Smith noted that there also could be a problem with properties being left empty if property owners do not want inspections. It was decided the court procedure and fine schedule will need to be worked on. Mayor Magiera also likes the idea of collecting property maintenance contact information.

- Council Member Smith asked about amending the City Charter. Mayor Magiera is waiting for additional names of residents to be appointed to the Charter Commission. She has reached out to the company that incorporated the amendments in 1997 and is waiting for a call back.

WARD 3 ALDERMAN
 INQ ON AMENDG
 CHARTER

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 Dog Control Officer for the month of July 2021 and City Comptroller for the month of August 2021 are hereby accepted and filed.

APRVL OF BILLS
 & CERTAIN DPT
 REPORTS FOR
 JULY & AUG

--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	€
8/13/2021	CHECK	061795	CITY OF SALAMANCA PAYROLL ACCO	79,280.26CR	
8/13/2021	CHECK	061796	CITY OF SALAMANCA PAYROLL ACCO	5,851.58CR	
8/18/2021	CHECK	061797	BLUE CROSS/BLUE SHIELD OF WNY	45,190.86CR	
8/18/2021	CHECK	061798	DELTA DENTAL OF NEW YORK, INC.	1,486.34CR	
8/18/2021	CHECK	061799	RENAISSANCE	185.04CR	
8/18/2021	CHECK	061800	VISION SERVICE PLAN-(NR)	545.19CR	
8/18/2021	CHECK	061801	BLUE CROSS/BLUE SHIELD OF WNY	1,970.00CR	
8/19/2021	CHECK	061802	CARDMEMBER SERVICE	200.31CR	
8/19/2021	CHECK	061803	DAVE SCHUMAN	17.29CR	
8/19/2021	CHECK	061804	JARED FISH	23.52CR	
8/19/2021	CHECK	061805	KATHLEEN SARVER - PETTY CASH	50.00CR	
8/19/2021	CHECK	061806	MATTHEW SMITH	7.99CR	
8/20/2021	CHECK	061807	CITY OF SALAMANCA PAYROLL ACCO	75,998.50CR	
8/20/2021	CHECK	061808	CITY OF SALAMANCA PAYROLL ACCO	5,600.70CR	
8/27/2021	CHECK	061809	ACME BEARINGS CORP.	156.29CR	

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8/27/2021 CHECK	061810	ATLANTIC BROADBAND	195.14CR
8/27/2021 CHECK	061811	AUSTIN LOCKSMITH & SECURITY, I	9.00CR
8/27/2021 CHECK	061812	BARMORE & SELLSTROM	1,220.00CR
8/27/2021 CHECK	061813	BEICHNER WASTE SERVICES, INC.	55,366.25CR
8/27/2021 CHECK	061814	BLUE COLLAR WORKWEAR	260.00CR
8/27/2021 CHECK	061815	CASELLA WASTE SYSTEMS, INC.	80.00CR
8/27/2021 CHECK	061816	CHAUTAUQUA COUNTY HUMANE SOCIE	1,005.00CR
8/27/2021 CHECK	061817	CYNTHIA A. FRANKLIN	30.24CR
8/27/2021 CHECK	061818	DETROIT INDUSTRIAL TOOL	489.50CR
8/27/2021 CHECK	061819	DRESCHER & MALECKI LLP	7,548.60CR
8/27/2021 CHECK	061820	EMERLING CHRYSLER DODGE JEEP R	1,368.00CR
8/27/2021 CHECK	061821	EMERLING FORD, INC	560.27CR
8/27/2021 CHECK	061822	FASTENAL COMPANY	65.21CR
8/27/2021 CHECK	061823	GRAINGER	3.40CR
8/27/2021 CHECK	061824	HENRY H. HILL INC.	420.28CR
8/27/2021 CHECK	061825	JAMES B SCHWAB CO., INC	48.55CR
8/27/2021 CHECK	061826	JAMESTOWN MACADAM, INC	1,385.00CR
8/27/2021 CHECK	061827	JARED FISH	31.36CR
8/27/2021 CHECK	061828	LAWLEY BENEFITS CONSULTING	1,500.00CR
8/27/2021 CHECK	061829	MAD PROPERTY MANAGEMENT	1,150.00CR
8/27/2021 CHECK	061830	METROPOLITAN TELECOMMUNICATION	1,529.13CR
8/27/2021 CHECK	061831	NATIONAL FUEL	31.78CR
8/27/2021 CHECK	061832	NEW ENTERPRISE STONE & LIME CO	10,045.52CR
8/27/2021 CHECK	061833	NOCO ENERGY CORP.	23,855.81CR
8/27/2021 CHECK	061834	PERKINS LLC	3,468.14CR
8/27/2021 CHECK	061835	PRO-FLEX ADMINISTRATORS LLC	284.00CR
8/27/2021 CHECK	061836	QUADIENT LEASING USA, INC.	251.77CR
8/27/2021 CHECK	061837	RICOH USA, INC.	173.76CR
8/27/2021 CHECK	061838	SCOTT J COLLINS	1,459.00CR
8/27/2021 CHECK	061839	STAPLES CONTRACT & COMMERCIAL	138.56CR
8/27/2021 CHECK	061840	THE PAPER FACTORY	41.74CR
8/27/2021 CHECK	061841	UNIFIRST CORPORATION	636.02CR
8/27/2021 CHECK	061842	URBAN AUTO CENTER	21.00CR
8/27/2021 CHECK	061843	WORTH W SMITH	271.57CR

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8/27/2021 CHECK	061844	EMERLING FORD, INC	20.59CR
8/27/2021 CHECK	061845	FEDERAL EASTERN INTERNATIONAL	1,189.30CR
8/27/2021 CHECK	061846	GALLS, LLC.	2,840.62CR
8/27/2021 CHECK	061847	VOID CHECK	0.00
8/27/2021 CHECK	061848	LINSTAR	12.80CR
8/27/2021 CHECK	061849	RANDOLPH AUTO SUPPLY	64.35CR
8/27/2021 CHECK	061850	RICOH USA	57.89CR
8/27/2021 CHECK	061851	RICOH USA, INC.	70.31CR
8/27/2021 CHECK	061852	THE PAPER FACTORY	44.29CR
8/27/2021 CHECK	061853	URBAN AUTO CENTER	79.95CR
8/27/2021 CHECK	061854	WATCH GUARD	132.00CR
8/27/2021 CHECK	061855	WORTH W SMITH	23.43CR
8/27/2021 CHECK	061856	AUTO ZONE, INC	327.56CR
8/27/2021 CHECK	061857	CHURCHVILLE FIRE EQUIPMENT COR	1,105.00CR
8/27/2021 CHECK	061858	ERIE COMMUNITY COLLEGE	3,524.75CR
8/26/2021 CHECK	061859	SALAMANCA SENECA FALLING LEAVE	10,000.00CR
8/27/2021 CHECK	061860	CITY OF SALAMANCA PAYROLL ACCO	87,918.68CR
8/27/2021 CHECK	061861	CITY OF SALAMANCA PAYROLL ACCO	6,511.21CR
9/03/2021 CHECK	061862	CITY OF SALAMANCA PAYROLL ACCO	74,971.36CR
9/03/2021 CHECK	061863	CITY OF SALAMANCA PAYROLL ACCO	5,522.10CR
9/10/2021 CHECK	061864	ADAM'S SERVICES, LLC	260.00CR
9/10/2021 CHECK	061865	BEICHNER WASTE SERVICES, INC.	150.15CR
9/10/2021 CHECK	061866	BLUE COLLAR WORKWEAR	110.00CR
9/10/2021 CHECK	061867	BRADFORD PUBLISHING COMPANY	295.33CR
9/10/2021 CHECK	061868	CATTARAUGUS COUNTY MUNICIPAL C	25.00CR
9/10/2021 CHECK	061869	CITY OF SALAMANCA BPU	17,090.96CR
9/10/2021 CHECK	061870	VOID CHECK	0.00
9/10/2021 CHECK	061871	COYOTE PERFORMANCE PRODUCTS	63.60CR
9/10/2021 CHECK	061872	CYNCON EQUIPMENT, INC	204.29CR
9/10/2021 CHECK	061873	DRESCHER & MALECKI LLP	7,797.00CR
9/10/2021 CHECK	061874	FASTENAL COMPANY	78.00CR
9/10/2021 CHECK	061875	GRAINGER	28.55CR
9/10/2021 CHECK	061876	HENRY H. HILL INC.	91.12CR
9/10/2021 CHECK	061877	HODGSON RUSS, LLP	12,240.25CR
9/10/2021 CHECK	061878	JAMES B SCHWAB CO., INC	79.27CR
9/10/2021 CHECK	061879	JAMESTOWN MACADAM, INC	1,395.00CR
9/10/2021 CHECK	061880	KENWORTH NORTHEAST GROUP INC	116.90CR

A resolution authorizing the closing of certain streets for the Salamanca-Seneca Falling Leaves Festival:

Friday, October 1st – Sunday, October 3rd - the following roads will need to be closed all day and night:

Jefferson Street from South Main Street to Park Avenue

The left side of Park Avenue - the right side will remain open for Emergency Vehicles only.

Saturday, October 2nd - Close Main Street from Sycamore Avenue to Broad Street.

Sunday, October 3rd - The parade will begin at 1:00 PM. The streets will need to be closed at 11:30 AM until after the parade has ended to allow for pedestrian safety.

Main Street from Rochester Street to Broad Street

Atlantic Street from Main Street to Chestnut Street

Church Street from Main Street

Broad Street from Main Street to High Street