

**BOARD OF TRUSTEES
OF THE VILLAGE OF FREDONIA
PUBLIC HEARING**

9-11 Church Street
Fredonia, NY 14063
January 23, 2023 6:00
P.M.

THIS BEING THE TIME AND PLACE FOR THE PUBLIC HEARING ON THE APPROVAL
OF A CABLE TELEVISION AGREEMENT BETWEEN SPECTRUM NORTHEAST, LLC
AND THE VILLAGE OF FREDONIA.

The Clerk shows proof of publication.

No one from the public stood to address the Board, so the mayor closed the public
hearing at 6:05 PM.

**BOARD OF TRUSTEES
OF THE VILLAGE OF FREDONIA
WORKSHOP**

9-11 Church Street
Fredonia, NY 14063
January 23, 2023 6:30
P.M.

A RESOLUTIONS

1. Bank Reconciliation Policy
2. Journal Entry Policy
3. Removal of IT Company
4. Laborer Employment DPW
5. Clerk Duties-Increase
6. Treasurer Duties-Increase
7. Urban Vantage Contract End
8. Budget Transfer
9. Gearbox Emergency Purchase WWTP
10. Cable Television Contract Renewal
11. Chief Operator WTP

B NEW BUSINESS

1. Light Pole Replacement Castile Heights
2. Volunteer Fire/Ambulance Property Tax Exemption
3. CDL training at BOCES

C. OLD BUSINESS

D. EXECUTIVE SESSION

**BOARD OF TRUSTEES
OF THE VILLAGE OF FREDONIA
REGULAR MEETING**

9-11 Church Street
Fredonia, NY 14063
January 23, 2023
7:30 P.M.

At a regular meeting of the Board of Trustees of the Village of Fredonia, duly called and held on the 6th day of January 23, 2023 at 7:30 PM. in the Trustee Room, second floor, Village Hall in Fredonia, New York and public notice of the time and place of this meeting has been given to the news media and conspicuously posted in one or more designated public locations in accordance with Section 104 of the Open Meetings Law.

A CALL TO ORDER- MAYOR ESSEK

I call this meeting to order on Monday, January 23, 2023 at 7:30 PM.
Roll Call of the Trustees: Trustees present: Lynde, Bird, Espersen, Siracuse and Twichell.

B. PLEDGE OF ALLEGIANCE-

C. APPROVAL OF MINUTES

Upon motion duly made by Trustee Lynden and seconded by Trustee Twichell, the following resolution was unanimously passed:

WHEREAS members of this Board have read the Official Minutes of the Board of Trustees Regular Meeting of January 9, 2023 now, therefore

BE IT RESOLVED that the Board hereby approves the minutes as entered into the Official Minutes, and

BE IT FURTHER RESOLVED that the reading of the minutes be dispensed with.

D. PUBLIC PORTION-

This portion of the meeting is for public comment. Any member of the public wishing to speak, once recognized, shall stand at the microphone and state their name and address. Speakers will be allowed three (3) minutes if speaking for themselves or five (5) minutes if speaking on behalf of a group. I will ask the speakers to refrain from remarks that are in poor taste, slanderous, or not germane to any action taken or contemplated by the Board. Mr. Gus Potkovic stood and addressed the Board regarding a resolution being passed for the Farmers Market this evening. The mayor closed the public portion at 7:35 PM.

E. CORRESPONDENCE-

**Correspondence dated January 19, 2023 was received from Kayla Sullivan;
Recreation Director, resigning her position.**

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen, the following resolution was unanimously passed: Trustee Bird with regret;

BE IT RESOLVED that the resignation of Kayla Sullivan, is hereby accepted effective February 12, 2023, and the mayor is authorized to write a letter to Ms. Sullivan thanking her for her service to the Village of Fredonia.

**Correspondence dated January 14, 2023 was received from Kathleen Petersen;
Fredonia Farmers' Market Board President, requesting permission for the exclusive use of
9-11 Church Street as well as the East Barker Commons for approved market vendors
May 20,2023 through October 28, 2023.**

**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA
REGULAR MEETING
CONTINUED**

Upon motion duly made by Trustee Twichell and seconded by Trustee Lynden, the following resolution was passed by a 3 – 2 vote:

WHEREAS the Farmer’s Market has requested the exclusive use of 9-11 Church Street as well as East Barker Commons from 9am to 1pm May 20, 2023 through October 28, 2023.

WHEREAS the Farmer’s Market is requesting to close Church Street between Temple and Day Street and between Village Hall and Main Street during these hours.

WHEREAS the Farmer’s Market is requesting the use of the downstairs restrooms and equipment shed during these events.

BE IT RESOLVED that the Farmer’s Market has permission for use of 9-11 Church Street as well as the East Barker Commons for approved market vendors each Saturday Morning beginning May 20, 2023 through October 28,2023.

Upon roll call the following votes were cast to wit:

TRUSTEE LYNDEN	VOTED	AYE
TRUSTEE BIRD	VOTED	NAY
TRUSTEE ESPERSEN	VOTED	NAY
TRUSTEE SIRACUSE	VOTED	AYE
TRUSTEE TWICHELL	VOTED	AYE

Correspondence dated January 17, 2023 was received from Rick Davis; Fredonia Opera House Executive Director, requesting permission for the use of West Barker Commons and Gazebo for their annual 5k Run/Walk and the closure of Church Street between 7am to 1pm on Sunday, April 23, 2023.

Upon motion duly made by Trustee Twichell and seconded by Trustee Bird, the following resolution was unanimously passed:

BE IT RESOLVED that the Fredonia Opera House has permission for use of the East and West Barker Commons and Gazebo for their annual 5k Run/Walk and the closure of Church Street between Day and Temple Streets on Sunday, April 23, 2023 from 7am to 1pm.

Correspondence dated January 17, 2023 was received from Rick Davis; Fredonia Opera House Executive Director, requesting permission for the use of East and West Barker Common and Gazebo for their annual Bach Festival fundraiser on Saturday, June 3, 2023 from 7am to 1pm.

Upon motion duly made by Trustee Twichell and seconded by Trustee Bird, the following resolution was unanimously passed:

BE IT RESOLVED that the Fredonia Opera House has permission for use of West Barker Commons and Gazebo for their annual Bach Festival fundraiser on Saturday, June 3, 2023 from 7 AM to 1 PM.

Correspondence dated December 7, 2022 was received from the acting secretary of the Fredonia Volunteer Fire Department requesting to remove the name of Christa Hayberg, from the active roll of the Hook and Ladder Company.

Upon motion duly made by Trustee Espersen and seconded by Trustee Twichell, the following resolution was unanimously passed:

BE IT RESOLVED that the name Christa Hayberg be removed from the active roll of the Hook and Ladder Company.

**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA
REGULAR MEETING
CONTINUED**

Correspondence dated December 7, 2022 was received from the acting secretary of the Fredonia Volunteer Fire Department requesting to remove the name of Ron Hayberg, from the active roll of the Hook and Ladder Company.

Upon motion duly made by Trustee Espersen and seconded by Trustee Twichell, the following resolution was unanimously passed:

BE IT RESOLVED that the name Ron Hayberg be removed from the active roll of the Hook and Ladder Company.

F. MAYOR'S REPORT- Mayor Essek attended at Martin Luther King Jr. event and present a proclamation at this event. He attended economic development awards present by Governor Hochul. The Village did not receive the New York First funding award.

G. TRUSTEE/COMMITTEE REPORTS-

1. Trustee Lynden- He attended the award ceremony as well and he applauds all the hard work put into the communities that were awarded the grants.
2. Trustee Bird- He thanked and commended Kayla Sullivan for doing a wonderful job as Rec Director.
3. Trustee Espersen- He attended a meeting with the Fire Chief and an EMS billing company for recovery and billing. He stated that a project for taking water samples was questioned and he stated that anyone can take water samples, but it is the results of those samples that matter. The point of the water study is to locate the areas in the Village with higher leaching than others.
4. Trustee Siracuse- No report
5. Trustee Twichell- She attended the award ceremony and is hopeful that next year. There will be a Safe Streets meeting open to the public at 10 AM on Wednesday February 1 in the first-floor conference room at Village Hall.

H. TREASURER'S REPORT- Please see attached report.

I ADDITIONAL REPORTS

1. Fredonia Fire Department Report for the month of December 2022 was read and ordered filed.

J. RESOLUTIONS-

Upon motion duly made by Trustee Espersen and seconded by Trustee Siracuse, the following resolution was unanimously passed:

WHEREAS, the Village of Fredonia is required to have a policy in place for the bank reconciliations.

WHEREAS, the Board has reviewed and accepted the policy as written for the bank reconciliation procedures.

BE IT RESOLVED that the Board approves the Bank Reconciliation policy as written.

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen, the following resolution was unanimously passed:

WHEREAS, the Village of Fredonia is required to have a policy in place for the recording of journal entries.

WHEREAS, the Board has reviewed and accepted the policy as written for the procedures on recording journal entries.

BE IT RESOLVED that the Board approves the Journal Entry policy as written.

BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA
REGULAR MEETING
JANUARY 23, 2023
CONTINUED

Upon motion duly made by Trustee Lynden and seconded by Trustee Bird, the following resolution was unanimously passed:

WHEREAS, the Village of Fredonia Board of Trustees previously entered into a contract with Willow Bay Computer Solutions (aka Symlink) that commenced on July 1, 2021 for a twelve-month term; and

WHEREAS, the Village of Fredonia Board of Trustees voted to extend such contract for an additional three years through a Board resolution on November 15, 2021; and
WHEREAS, the Village has been unable to contact Symlink for services for a number of months; and

WHEREAS, the Board of Trustees desires to terminate the Contract with Symlink for failure to meet the terms of the Contract; and

NOW THEREFORE, BE IT RESOLVED, that the Village of Fredonia Board of Trustees authorizes the mayor to notify Symlink of the termination of Contract between the Village and Symlink.

Upon motion duly made by Trustee Espersen and seconded by Trustee Siracuse, the following resolution was unanimously passed:

WHEREAS, the Village of Fredonia abolished the Personnel Specialist on January 9th, 2023.

WHEREAS, the Village requires that the duties of that position be divided between the Clerk; Annemarie Johnston and the Treasurer; Eryssa LeBeau.

WHEREAS, the Clerk will begin with the following duties:

- On and Offboarding Paperwork
- Civil Service Contact
- Disability Information
- Employment Advertising
- Employment Verification
- Promotional/Hiring Information

WHEREAS, Annemarie Johnston will be compensated an additional \$7,500 per year to her salary.

BE IT RESOLVED, the Board approves the additional \$7,500 per year to her current salary for the additional duties, effective immediately.

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen, the following resolution was unanimously passed:

WHEREAS, the Village of Fredonia abolished the Personnel Specialist on January 9th, 2023.

WHEREAS, the Village requires that the duties of that position be divided between the Clerk; Annemarie Johnston and the Treasurer; Eryssa LeBeau.

WHEREAS, the Treasurer will begin with the following duties:

- Retirement Information
- Worker's Compensation Claims
- Accruals
- Payroll and Payroll Taxes Oversight
- Benefits; i.e., Health Insurance, P&A, flex etc.
- Payroll Account Reconciliations

WHEREAS, Eryssa LeBeau will be compensated an additional \$7,500 per year to her salary.

BE IT RESOLVED, the Board approves the additional \$7,500 per year to her current salary for the additional duties, effective immediately.

**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA
REGULAR MEETING
JANUARY 23, 2023
CONTINUED**

Upon motion duly made by Trustee Espersen and seconded by Trustee Siracuse, the following resolution was unanimously passed:

WHEREAS, the Village of Fredonia is currently in a contract with the company, Urban Vantage to address the Village's grant applications and needs.
WHEREAS, the Village is required to send a 30-day notice to Urban Vantage in order to terminate this contract.

WHEREAS, the Village would like to terminate the contract with Urban Vantage.
BE IT RESOLVED, the Board authorizes the mayor to send a letter to Urban Vantage with the 30-day notice to terminate the contract between Urban Vantage and the Village of Fredonia

Upon motion duly made by Trustee Bird and seconded by Trustee Siracuse, the following resolution was unanimously passed:

WHEREAS the Village of Fredonia has an immediate opening in the position of Laborer for the Department of Public Works, now, therefore,

BE IT RESOLVED that Onix Rodriguez of 4535 Berry Rd, Fredonia NY is hereby hired as a full-time Laborer to work at the DPW at an hourly rate of \$17.86 and a six-month probationary period effective January 24, 2023.

Upon motion duly made by Trustee Espersen and seconded by Trustee Siracuse, the following resolution was unanimously passed:

BE IT RESOLVED that pursuant to section 5-520 of Village Law, the following budget transfers are hereby approved

- \$35,000 from G599N Sewer Fund balance to G9950.9 Capital Gearbox

Upon motion duly made by Trustee Twichell and seconded by Trustee Lynden, the following resolution was unanimously passed:

WHEREAS, The Village requires an emergency purchase and installation of a Gearbox and Pump for the Waste Water Treatment Plant; and

WHEREAS, Moley Magnetics, Lockport, NY has provided a quote for a Sumitomo Cyclo 6000 Gearbox and a reconditioning a 50 HP Motor for \$34,488.41; and

WHEREAS, the reconditioning of the 50 HP Motor and gearbox are both suitable for the Village's needs; therefore

BE IT RESOLVED the Village Board hereby authorizes the purchase of the Sumitomo Cyclo Gearbox and reconditioning of 50 HP Motor for \$34,488.41.

Upon motion duly made by Trustee Bird and seconded by Trustee Lynden, the following resolution was unanimously passed:

WHEREAS the Village of Fredonia has held a public hearing on the renewal Cable Television contract between Spectrum East LLC and the Village of Fredonia.

BE IT RESOLVED that the Village of Fredonia accepts the terms of the renewal contract as written beginning at the date of the January 24, 2023 for years, ending January 24, 2033.

BE IT RESOLVED the Village Board hereby authorizes the mayor to sign the contract between Spectrum East LLC and the Village of Fredonia.

Upon motion duly made by Trustee Siracuse and seconded by Trustee Espersen, the following resolution was unanimously passed:

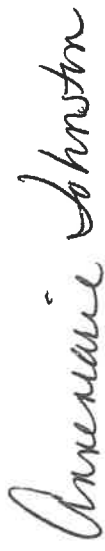
WHEREAS the Village of Fredonia has an immediate opening in the position of Chief Operator of the Water Treatment Plant, Now, therefore,

**BOARD OF TRUSTEES-OF THE VILLAGE OF FREDONIA
REGULAR MEETING
JANUARY 23, 2023
CONTINUED**

BE IT RESOLVED that Luis Fred of 105 Franklin Avenue, Dunkirk, NY is hereby provisionally hired, pending the passing of a civil service exam, as the Chief Operator of the Water Treatment Plant at a salary of Eighty-Five Thousand Dollars (\$85,000) per year as well as the benefits included in the Department Head Benefits Package with a six-month probationary period, effective February 6, 2023.

K. EXECUTIVE SESSION-

MEETING SCHEDULE- Next Village of Fredonia Workshop and Board Meeting will take place Tuesday February 21, 2023, 6:30 PM in the Trustee Room, second floor Village Hall.



ANNEMARIE JOHNSTON
VILLAGE CLERK