

A Regular Meeting of the Town Board of the Town of Collins, County of Erie, State of New York was held at the Town Hall, 14093 Mill Street, Collins, NY on Monday the 10th day of February 2025.

Present: Kenneth Martin, Supervisor
Robert O'Connor, Councilmember
Jacquelyn McLean, Councilmember
James Hotnich, Councilmember

Becky Jo Summers, Town Clerk
Highway Superintendent Chris Gerling
Attorney Musacchio 7:30 – 8:15 pm

Also Present: Deputy Shane Miller – ECSO, Caleb Henning MDA, Jonathan Kuznicki, Zachary Nobles

Absent: Jane Sion, Councilmember

Supervisor Martin called the meeting to order at 7:00 PM with the pledge to the Flag.

RESOLUTION #73: AGENDA APPROVAL

Motion made by Councilmember Hotnich and seconded by Councilmember O'Connor that the agenda be accepted as presented.

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
Nay 0

Resolution #74: MINUTES APPROVAL

Motion made by Supervisor Martin, seconded by Councilmember O'Connor to approve the minutes of the January 13, 2025 regular meeting.

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
Nay 0

Approval / Adoption of Abstract

Resolution # 75: ABSTRACT APPROVAL

Motion by Councilmember McLean seconded by Councilmember Hotnich that the bills be paid on abstract #14 for 2024 dated February 10, 2025 for listed vouchers # 776 – 777 for \$ 2,481.02 and abstract # 2 for 2025 dated February 10, 2025 for listed vouchers # 28 - 82 for \$ 302,376.13:

14 of 2024

General – Townwide	2,373.00
Highway	<u>108.02</u>
Total	\$ 2,481.02

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2 of 2025

General – Townwide	26,050.03	Special Refuse Fund	772.10
General – Part Town	1,871.53	Water District # 1	21,764.36
Highway	221,686.16	Water District # 3	6,631.31
Rosenburg Fire District	22,028.00	Water District #4	<u>503.04</u>
Special Lighting	1,069.60	Total	\$ 302,376.13

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
Nay 0

Presentation: Caleb Henning of MDA Consulting Engineers gave a presentation on how the town can obtain grant funding through the NYS Environmental Facilities Corporation to do an Engineering Feasibility Study for construction of a sewer system for the hamlets of Collins and Collins Center.

Public Access

Deputy Shane Miller – ECSO reported they attended to 140 calls, 15 traffic stops, 6 complaints, 10 accidents and 1 drug arrest in the last month. Their license plate readers will read the front and back plate.

Reports of Department Heads and committees

Building and grounds report was handed out.

Dog control submitted their report.

Highway report covered 45 plowing trips in January, holding own on salt, new truck at the dealership

and will be put together in the spring and one truck is down today.

No trash day in February.

Recreation reported winter program attendance is not that good

Seniors will have a luncheon and the driving course.

Town Clerk had sales in January 2025 of \$ 6,472.75 with the Town's portion \$ 6,385.13. Town and county taxes will be mailed this week.

Water department report was emailed to all.

New Business

1. Resolution needed to approve ad for summer 2025 beautification laborers

RESOLUTION # 76: APPROVE AD FOR SUMMER 2025 BEAUTIFICATION LABORERS

Motion made by Supervisor Martin, seconded by Councilmember O'Connor to approve placing the following ad in the Gowanda/Lakeshore Pennysaver and News and the Springville Pennysaver for the February 22, 2025 and March 1, 2025 issues, as follows:

SUMMER POSITIONS

The Town of Collins is accepting applications for SUMMER BEAUTIFICATION LABORERS

Positions are open to those 18 years and over. Rate of pay is \$17.95 per hour.

Preference given to Collins residents. Applications are available Monday-Friday

at the Collins Town Hall, 14093 Mill St, Collins (9 am-5pm, closed 1-2 pm)

or on the Town's website www.townofcollins.com

Completed applications will be accepted at the Town Clerk's office by Wednesday,

March 5, 2025 in person, by Mail or email to info@townofcollins.com

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
 Nay 0

2. Set date for 2025 Liberty Fest

RESOLUTION #77: SET DATE FOR 2025 LIBERTY FEST

Motion by Councilmember Hotnich, seconded by Councilmember O'Connor that the following resolution is:

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
 Nay 0

WHEREAS, the Town of Collins wishes to promote sociability among the Town residents, and
WHEREAS, since 2011 the Town has sponsored the Liberty Fest, which has been well received by the community, and

WHEREAS, the Town wishes to provide the residents with a similar opportunity to enjoy this event and has budgeted \$10,000 of unreimbursed town funds for it, and

WHEREAS, the Liberty Fest Committee met on August 5, 2024 to recommend Saturday, July 12, 2025 from 5-11 PM for the Liberty Fest celebration with a rain-date of Sunday, July 13, 2025 for reworks only.

NOW THEREFORE BE IT RESOLVED THAT the Town of Collins 2025 Liberty Fest will be held on Saturday, July 12, 2025 from 5-11 PM with a rain date for reworks only of Sunday, July 13, 2025.

3. Approve purchase of a Broce Broom Road Sweeper for the Highway Department

RESOLUTION #78: APPROVE PURCHASE OF A BROCE BROOM ROAD SWEEPER FOR THE TOWN HIGHWAY DEPT

Motion by Councilmember Hotnich, seconded by Councilmember O'Connor that the following resolution is:

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
 Nay 0

Whereas, the Collins Highway Superintendent is recommending that the Town Purchase a self-propelled sweeper unit to help maintain the Town's roads, and

WHEREAS, the Town of Collins Five Year Capital Purchase Plan includes a 2025 purchase of a road sweeper for the Highway Department.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby approves the purchase of a new 2025 Model BW260 Broce Broom, with Kubota Tier 4 Diesel Engine and eight (8) additional options from Cooper Equipment Company, 5210 N Loop 1604 E, San Antonio, TX 78247 through the George and Swede dealership at 7155 Big Tree Road (US20), Pavilion, NY 14525 at a unit price of \$45,628.31 plus \$4,250.00 for freight, dealer PDI & startup assistance for a total purchase price of \$49,878.31 through the BuyBoard National Purchasing Cooperative Contract #685-22.

4. Approve Town of Collins – SPCA in Cattaraugus County dog Adoption/Disposition Agreement
This is for a new agreement between the Town of Collins and the SPCA in Cattaraugus County and not between our Dog Control Officer and Cattaraugus County.

RESOLUTION # 79: **APPROVE TOWN OF COLLINS - SPCA IN CATTARUGUS COUNTY DOG ADOPTION/ DISPOSITION AGREEMENT**

Motion made by Councilmember O'Connor, seconded by Councilmember Hotnich that the Collins Town Board Approves the Town of Collins – SPCA in Cattaraugus County Dog Adoption/Disposition Agreement.

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
 Nay 0

5. Discussion – Town of Collins Water Department leak forgiveness program forms
Supervisor Martin handed out the proposed forgiveness forms for review. It was stated that if the customer pays at the end of the month the Town will not forgive the late fee.

6. Approve change order # 1 to Matt Kolo Excavating LLC for the drainage improvements project
RESOLUTION # 80: **APPROVE CONTRACT CHANGE ORDER No. 1 WITH MATT KOLO EXCAVATING LLC (CONTRACTOR) FOR THE DRAINAGE IMPROVEMENTS PROJECT**

Motion by Councilmember Hotnich, seconded by Councilmember McLean, that the following resolution is:

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin
 Nay 0

WHEREAS, Matt Kolo Excavating LLC, contractor for the Town's Drainage Improvement Project, has requested a Change Order that increases the contract price by \$ 27,776.20 for replacement of a 20 foot section of 42 inch drain pipe and road headwall work at the Collins Fire Hall: \$ 3,560.40 for installation of an additional catch basin on Mildred Avenue; \$ 2,038.00 for installation of two foot tall riser sections to two storm water manholes between 2314 and 2332 Main Street and \$ 3,900.00 for additional select backfill along Mill Street, totaling \$ 37,274.60

NOW THEREFORE BE IT RESOLVED that the Collins Town Board hereby approves Change Order No. 1 for the Town's Drainage Improvements Project, to increase the contract with Matt Kolo Excavating LLC by \$ 37,274.60 from \$ 600,954.59 to \$ 638,229.19 and to authorize the Town Supervisor to sign Change Order No. 1.

7. Resolution needed to set the standard workday

RESOLUTION #81: **SET STANDARD WORKDAY**

Motion by Supervisor Martin, seconded by Councilmember Hotnich that the Collins Town Board hereby establishes the following as Standard Workdays for elected and appointed officials and will

report the following days worked to the New York State Local Employees Retirement System based on the record of activities maintained and submitted by these officials to the Town Clerk:

All Elected Officials

Supervisor, Councilmember, Town Justice Assessor – Five-day work week, six-hour day.

Town Clerk – Five-day work week, seven-hour day.

Superintendent of Highways – Five-day work week, eight-hour day.

All Appointed Officials

Town Attorney/Attorney for the Town, Code Enforcement Officer, Deputy Town Clerk, Dog

Control Officer, Town Historian, Town Prosecutor, members of the Planning Board,

Zoning Board of Appeals and Board of Assessment Review – Five-day work week, six-hour day

ADOPTED Aye 4 O'Connor, McLean, Hotnich, Martin

Nay 0

With no further business, on a motion by Councilmember Hotnich seconded by Councilmember McLean the meeting was adjourned at 9:01 PM.

Becky Jo Summers, Town Clerk