

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 the 8<sup>th</sup> day of November 2021.

Present: Kenneth Martin, Supervisor James Hotnich, Councilman  
Jane Sion, Councilman Becky Jo Summers, Town Clerk  
Jacquelyn McLean, Councilman James Musacchio, Attorney

Absent: Mary Stelley, Councilman

Also Present: David and Diane Gamel, Dan and Chris Rychlik, Brenda Overhoff, Sarah Lowman and Candee Termer

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

Resolution # 191: **AGENDA APPROVAL**

Motion made by Supervisor Martin, seconded by Councilman Sion to approve the agenda as presented.

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin  
Nay 0

Resolution # 192: **MINUTES APPROVAL**

Motion made by Councilman McLean, seconded by Councilman Sion to approve the minutes of the October 12<sup>th</sup> and October 18<sup>th</sup> meetings.

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin  
Nay 0

Resolution # 193: **APPROVE BUDGET MODIFICATIONS AND TRANSFERS**

Motion made by Councilman Hotnich and seconded by Councilman McLean that the following budget transfer for budget year 2021 are:

ADOPTED Aye 4 McLean, Sion, Hotnich, Martin  
Nay 0

Budget Transfer

DB FUND

Increase:	DB5110.400 Contractual	\$ 10,000.00
Decrease:	DB5148.403 Contractual Salt - County	\$ 10,000.00

Transfer station will be closed Saturday, December 25<sup>th</sup> and trash day will be Saturday, January 1, 2022.

Public Access

Supervisor Martin stated we have not heard anything from Omni Navatis regarding the solar farm. Residents asked to be informed when we hear from them.

Reports of Department Heads and Committees

Building and grounds committee submitted their minutes.

Code Enforcement Officers submitted their October report.

Dog Control – no calls for October. Mr. Siegle thanked everyone as this would be his last meeting.

Highway report was read by Superintendent Gerling.

Seniors – two air scrubbers were ordered.

Town Clerk reported September sales of \$ 6,185.25 with the Town's portion \$ 5,480.79.

Water department submitted their report.

Town Board Reports

Councilman McLean attended the bicentennial meeting, the Senator Gallivan Bicentennial

presentation, the senior luncheon, the building and grounds meeting, spoke with the MDA engineer, reviewed the vouchers, did the harassment training and updated the website and face book.

Councilman Sion attended the Gallivan Bicentennial presentation and reviewed the vouchers.

Councilman Hotnich attended the Gallivan Bicentennial presentation and reviewed the vouchers.

Supervisor Martin attended the Gallivan Bicentennial presentation, building and grounds meeting.

#### Old Business

1. Resolution needed to confirm new hire in Highway Department

RESOLUTION # 194: **CONFIRM NEW HIRE IN HIGHWAY DEPARTMENT**

Motion made by Supervisor Martin, seconded by Councilman Hotnich that the following resolution is:

ADOPTED	Aye	4	McLean, Sion, Hotnich, Martin
	Nay	0	

WHEREAS, Highway Superintendent Chris Gerling desires to continue to have two part-time MEO's in the Town Highway Department to fill in when regular personnel are unavailable, and

WHEREAS, the Highway Superintendent advertised for the position, received one application, interviewed that person and decided to hire the applicant.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby reaffirms the Highway Superintendent's hiring of Marion (Butch) C Kijek as a part-time MEO employee in the Town Highway Department at a salary of \$17.40 per hour effective October 26, 2021.

2. Resolution needed to appoint new dog control officer

RESOLUTION # 195: **APPOINT NEW DOG CONTROL OFFICER**

Motion made by Councilman Hotnich, seconded by Councilman Sion that the following resolution is:

ADOPTED	Aye	4	McLean, Sion, Hotnich, Martin
	Nay	0	

WHEREAS, the Town of Collins has a position of Dog Control Officer and,

WHEREAS, the Town wishes to fill the recently vacated position and,

WHEREAS, the Town advertised for the position of Dog Control Officer, and the Personnel Committee interviewed the applicant responding.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Collins follow the recommendation of the Personnel Committee and hire Jason Perry for the position of Dog Control Officer at an annual salary of \$5741.21 with an additional \$.50 per mile incurred while completing duties of that position effective November 9, 2021.

3. Resolution needed to hire new Town maintenance worker

RESOLUTION # 196: **HIRE NEW TOWN MAINTENANCE WORKER**

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

ADOPTED	Aye	4	McLean, Sion, Hotnich, Martin
	Nay	0	

WHEREAS, the Town of Collins has a position for Maintenance Worker and,

WHEREAS, the Town wishes to fill the position of Maintenance Worker and,

WHEREAS, the Town advertised for the position of Maintenance Worker, and the Personnel Committee interviewed the applicant responding.

NOW THEREFORE BE IT RESOLVED, that the Town Board of the Town of Collins follow the recommendation of the Personnel Committee and hire Dana Jolls for the position of Maintenance Worker at a rate of \$20.00 per hour effective November 9, 2021.

## NEW BUSINESS

1. Resolution needed to set date for public hearing on 2022 Kennel Special Use Permits

RESOLUTION # 197: **SET DATE FOR PUBLIC HEARING ON 2022 KENNEL SPECIAL-USE PERMITS**

Motion made by Councilman McLean and seconded by Councilman Sion to set a Public Hearing on 2022 Dog Kennel Special-Use Permits for December 13, 2021 at 7:30 PM.

ADOPTED      Aye    4    McLean, Sion, Hotnich, Martin  
                    Nay    0

## **NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that the Town Board of the Town of Collins will hold a public hearing under Section 30.65 Kennels of the Town of Collins Municipal Code on the year 2022 Dog Kennel Special Use Permit applications for the following:

Linda M. Bowdish and Sarah A. Bowdish, 5076 Woodside Road, Springville, NY 14141  
Karen Fedick, 13688 Brewer Road, Collins, NY 14034  
Sandy Maloney, 14600 Collins Center Zoar Road, Collins, NY 14034  
Melody Esposito, 4038 East Becker Road, Collins, NY 14034  
Debbie Degenfelder, 2858 Lennox Road, Collins, NY 14034

A Public Hearing will be held on **Monday, December 13, 2021 at 7:30 p.m.** at the Town Hall, 14093 Mill Street, Collins, New York. The Town Board may, under Section 30.65 Kennel of the Town of Collins Municipal Code, impose conditions and restrictions upon said Dog Kennel Special Use Permit.

Dated: November 9, 2021  
Becky Jo Summers, Town Clerk

2. Resolution needed to approve payment application No. 1 to KTG Services LLC (contractor) for the town park improvements project

RESOLUTION # 198: **APPROVE PAYMENT APPLICATION NO. 1 TO KTG SERVICES LLC (CONTRACTOR) FOR THE TOWN PARK IMPROVEMENTS PROJECT**

Motion made by Supervisor Martin, seconded by Councilman Hotnich that the following resolution is:

ADOPTED      Aye    4    McLean, Sion, Hotnich, Martin  
                    Nay    0

WHEREAS, the contractor for the Town Park Improvements Project, KTG Services LLC, has submitted progress payment application No. 1, and

WHEREAS, MDA Consulting Engineers, PLLC have verified the quantities included in this payment application.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board hereby approves payment application No. 1 in the amount of \$30,166.46 and that the Collins Supervisor be authorized to sign the Application and Certification for Payment.

3. Resolution needed to cancel the 2021-2022 winter recreation program

RESOLUTION # 199: **TO CANCEL 2021 - 2022 WINTER RECREATION PROGRAM**

Motion made by Supervisor Martin, seconded by Councilman Sion that the following resolution is:

ADOPTED      Aye    4    McLean, Sion, Hotnich, Martin  
                    Nay    0

WHEREAS, the Town of Collins offers a Winter Recreation Program and,

WHEREAS, the Town of Collins advertised for Youth Recreation Staff and,

WHEREAS, the response to the advertisement was not sufficient to be able to provide the necessary staff to safely provide the Winter Recreation Program.

**REGULAR MEETING**

**TOWN OF COLLINS**

**NOVEMBER 8, 2021<sup>4</sup>**

NOW THEREFORE BE IT RESOLVED, that the Town of Collins Town Board finds it necessary to cancel the 2021 - 2022 Winter Recreation Program.

4. Resolution needed to approve professional services agreement with Drescher & Malecki LLP to audit the Town's financial statements for fiscal years 2021 – 2025

RESOLUTION # 200: **APPROVE PROFESSIONAL SERVICES AGREEMENT WITH DRESCHER & MALECKI LLP TO AUDIT THE TOWNS FINANCIAL STATEMENTS FOR FISCAL YEARS 2021 - 2025**

Motion made by Councilman Hotnich, seconded by Councilman Sion that the following resolution is:

ADOPTED      Aye    4    McLean, Sion, Hotnich, Martin  
                    Nay    0

WHEREAS, the Town's previous Auditing Firm, Freed Maxick, is unable to perform the Towns Annual Audits for 2021 and future years, and

WHEREAS, upon request from the Town of Collins, Drescher & Malecki, LLP, has submitted a proposal for External Auditing Services of the Towns Financial Statements for Fiscal Years ending December 31, 2021 – December 31, 2025.

NOW THEREFORE, BE IT RESOLVED that the Collins Town Board hereby approves entering into a Professional Services Agreement with Drescher Malecki, LLP to audit the Towns Financial Statements for the years 2021 - 2025 and that the Collins Town Supervisor be authorized to sign the agreement.

Resolution # 201: **ABSTRACT APPROVAL**

Motion by Councilman Hotnich, seconded by Supervisor Martin that the bills be paid on abstract 11 for 2021 dated November 8, 2021 for listed vouchers # 634 – 697 for \$ 69,374.20:

General – Townwide	12,034.38	Special Refuse Fund	921.60
General – Part Town	206.01	Water District # 1	5,332.13
Highway Fund	18,298.21	Water District # 3	1,199.90
Parks Improvements Project	30,166.46	Water District # 4	<u>.52</u>
Special Lighting # 1	1,214.99	Total	\$ 69,374.20    -

ADOPTED      Aye    4    McLean, Sion, Hotnich, Martin  
                    Nay    0

With no further business, on a motion of Councilman Hotnich seconded by Councilman Sion the meeting was adjourned at 7:44 PM.

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Becky Jo Summers, Town Clerk