

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 22<sup>nd</sup> day of February 2022.

Present: Kenneth Martin, Supervisor  
Mary Stelley, Councilman  
James Hotnich, Councilman  
Jane Sion, Councilman  
Jacquelyn McLean, Councilman  
Becky Jo Summers, Town Clerk  
Chris Gerling, Highway Superintendent

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

Resolution # 82: **AGENDA APPROVAL**

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

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                    Nay    0

Old Business

1. Resolution needed authorizing the adoption of the 2022 Erie County NY Hazard Mitigation Plan  
RESOLUTION # 83: **AUTHORIZING THE ADOPTION OF THE 2022 ERIE COUNTY, NY HAZARD MITIGATION PLAN**

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

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                    Nay    0

WHEREAS, all jurisdictions within Erie County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, a coalition of Erie County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Erie County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy.

NOW LET IT BE RESOLVED that the Town of Collins Town Board:

- 1) Adopts in its entirety, the 2022 Erie County Hazard Mitigation Plan (the "Plan") as the jurisdiction's Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Planning Partnership as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.

- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

## New Business

1. Resolution needed to purchase a new 2022 Ferris Z-Turn Riding Lawnmower

RESOLUTION # 84: **PURCHASE OF A NEW 2022 FERRIS Z-TURN RIDING LAWNMOWER**

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

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                     Nay    0

WHEREAS, the Collins Town Board has decided to maintain a fleet of four (4) self-propelled riding mowers to maintain town properties and to replace the oldest mowers with new mowers on a rotating schedule, and

WHEREAS, the Town of Collins Five Year Capital Purchase Plan includes a 2022 purchase of a new lawnmower for the Parks Department.

NOW LET IT BE RESOLVED that the Collins Town Board hereby approves the purchase of a new 2022 Ferris 61-inch Deck, Z-Turn Mower with Suspension Seat, Model #ISX3300KAVE3861SS with a 38.5 Gross HP Kawasaki FX1000V EFI ETC Engine for a purchase price of \$13,279.17 from Lamb and Webster, Inc., 601 West Main Street, Springville, NY 14141 through the BuyBoard National Purchasing Cooperative.

- ## 2. Resolution needed to modify the 2022 Town Budget

**RESOLUTION # 85: MODIFY 2022 TOWN BUDGET**

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

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                     Nay    0

## Capital Project H 18 Highway Cold Storage Building

Appropriations:

Increase Budget Line H 18 1640.24 Construction from \$450,000 to \$949,200

## Revenues:

Increase Budget Line H 18 5301 Capital Project Fund Transfers from \$461,825 to \$961,025

## A Fund

Appropriations:

Transfer \$100,000 From: Budget Line A9950.9 Transfer to Capital Reserve  
To: Budget Line A9950.9 Transfer to Capital Projects

Transfer \$149,200      From: Budget Line A1620.47 Improvements  
                                To: Budget Line A9950.9 Transfer to Capital Projects

Transfer \$250,000      From: ARPA Funds  
                                     To: Budget Line A9950.9 Transfer to Capital Projects

- ### 3. Resolution needed to award the contract for Highway Cold Storage Building Construction Project

RESOLUTION # 86: AWARD CONTRACT FOR HIGHWAY COLD STORAGE BUILDING CONSTRUCTION PROJECT

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

ADOPTED      Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                     Nay    0

WHEREAS, the Town of Collins has resolved to undertake a capital improvement project to

construct a new Cold Storage Building at the Town Highway Facility, and

WHEREAS, the Town of Collins has publicly advertised the above referenced project to solicit bids to complete the scope of work defined within the Contract Documents, and

WHEREAS, bids were received, opened and read aloud at a bid opening at 9:30 AM on Thursday, February 10, 2022, and

WHEREAS, Ehrhart Construction Management Services, Inc. of 161 Main Street, Suite B, Hamburg, NY 14075 was the successful low bidder in the amount of \$692,000 for the base bid.

NOW THEREFORE BE IT RESOLVED THAT,

1. The Town Board authorizes the award of this contract to Ehrhart Construction Management Services, Inc. in the amount of \$692,000 for the base bid, \$120,000 for alternate A-2 (concrete flooring) and \$92,000 for alternate A-4 (asphalt paving to exterior drive area) making a total contract price of \$904,000.
2. The Town Board authorizes the Town Supervisor to sign the Notice of Award for this contract.
3. The Town Board authorizes the Town Supervisor to sign the Agreement and Notice to Proceed for this contract, contingent upon receiving acceptable bonds and insurances from the Contractor (Ehrhart Construction Management Services, Inc.)
4. This resolution shall take effect immediately.

4. Discussion on BLB Main Street Payroll Processing Fee increases – Supervisor Martin explained that Bahgat & Laurito-Bahgat will be increasing their bookkeeping fees.

5. Resolution needed to enter into Executive Session

RESOLUTION # 87: **ENTER INTO EXECUTIVE SESSION**

Motion made by Supervisor Martin and seconded by Councilman McLean to interrupt this meeting to enter into an Executive Session to discuss matters relating to the appointment of a secretary to the supervisor at 8:08 PM.

ADOPTED        Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                      Nay    0

6. Resolution needed to return to regular session

RESOLUTION # 88: **RETURN TO REGULAR SESSION**

Motion made by Councilman Sion and seconded by Councilman Hotnich to return to regular session at 9:03 PM.

ADOPTED        Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                      Nay    0

7. Discussion on a Secretary to the Supervisor Position

RESOLUTION # 89: **PLACE AN AD FOR A SECRETARY TO THE SUPERVISOR**

Motion made by Councilman Hotnich and seconded by Councilman McLean to place the following ad in the March 5<sup>th</sup> issues of both the Gowanda and Springville Penny Savers.

ADOPTED        Aye    5    McLean, Sion, Hotnich, Stelley, Martin  
                      Nay    0

Town of Collins  
Is accepting applications for  
SECRETARY to the SUPERVISOR.  
This is a part-time position and hours are to be determined.  
Requirements: High school graduate or GED

and a satisfactory combination of training and experience.  
Applications are available at the Town Clerk's Office,  
14093 Mill St., Collins, NY or on the Town's Website at  
[www.townofcollins.com](http://www.townofcollins.com)  
Applications will be accepted at the Town Clerk's Office  
until Friday, March 11, 2022 at 4:00 PM.  
Preference given to Town of Collins residents.

With no further business, on a motion of Councilman Hotnich seconded by Supervisor Martin the meeting was adjourned at 9:07 PM.

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Becky Jo Summers, Town Clerk