

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 11th day of April 2022.

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

Also Present: Diane Gamel

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

Resolution # 100: **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

Resolution # 101: **MINUTES APPROVAL**

Motion made by Councilman Hotnich, seconded by Councilman McLean to approve the minutes of the March 14th meeting.

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

Resolution # 102: **ABSTRACT APPROVAL**

Motion by Councilman Hotnich seconded by Councilman Sion that the bills be paid on abstract # 4 for 2022 dated April 11, 2022 for listed vouchers # 162 - 229 for \$ 69,056.52:

General – Townwide	25,474.16	Special Refuse Fund	1,070.32
General Part Town	934.43	Water District # 1	1,427.47
Highway	15,168.99	Water District # 3	353.01
Highway Cold Storage	171.96	Water District # 4	<u>2,832.28</u>
Rosenburg Fire District	21,594.00	Total	\$ 69,056.52
Special Lighting	29.90		

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

Reports of Department Heads and committees

Building and Grounds committee discussed the library building.

Dog Control submitted his monthly report.

Highway, Transfer Station and Parks report was read by Chris Gerling, Highway Superintendent.

Liberty Fest committee will meet April 18.

Senior's program luncheon will be April 12th.

Town Clerk had sales in March of \$ 4,899.04 with the Town's portion \$ 4,791.32. We will continue to collect taxes until June 30th.

Water department report was read.

Zoning Board of Appeals – an application was filed for a variance on the sign.

Board Reports

Councilman McLean attended the Assoc. of Erie County Govts. meeting, worked with RL Computing on updating the board emails, updated the website and reviewed vouchers.

Councilman Sion reviewed the vouchers.

Councilman Hotnich attended the Building and Grounds meeting, discussed the retaining wall and compactor moving – both need to be replaced and reviewed the vouchers.

Supervisor Martin reported received a check for sales tax, attended the Assoc. of Erie County Govts. meeting and went to the State of the County Address.

Old Business

1. Resolution needed to appoint 2022 seasonal beautification laborers

RESOLUTION # 103: **APPOINT 2022 SEASONAL BEAUTIFICATION LABORER**

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 sponsors a Summer Beautification Program to assist in maintaining the Town parks, cemeteries and other Town property, and

WHEREAS, the Town wishes to fill the positions necessary for this program, and

WHEREAS, the Town advertised for the positions of Seasonal Beautification Laborers and the Personnel Committee interviewed one (1) applicant responding to this ad.

NOW THEREFORE BE IT RESOLVED, that the Collins Town Board follow the recommendations of the Personnel Committee and hire the following applicant as employee for the 2022 Summer Beautification program: Susan M. Harvey effective Monday, April 18, 2022 to be paid at a rate of \$15.20 per hour.

New Business

1. Resolution needed to approve ad for summer 2022 recreation supervisor PT and recreation attendants

RESOLUTION # 104: **APPROVE AD FOR SUMMER 2022 RECREATION SUPERVISOR PT AND RECREATION ATTENDANTS**

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

WHEREAS, the Town of Collins provides Recreational Services to the Youth of the Town, and

WHEREAS, the Summer Recreation Program requires a Recreation Supervisor PT and Recreation Attendants to oversee the activities of the participants.

NOW THEREFORE BE IT RESOLVED that the Collins Town Board authorize the Town Clerk to place the following ad for these positions in the Gowanda/Lakeshore Pennysaver and News and the Springville Pennysaver for the weeks of April 23, 2022 and April 30, 2022 issues as follows:

SUMMER POSITIONS

The Town of Collins is accepting applications for
RECREATION SUPERVISOR PT & RECREATION ATTENDANTS

These positions are open to all area residents
with preference being given to Collins residents.

Must be a High School Graduate or GED recipient by June 30, 2022.

Applications are available Monday - Friday at the Collins Town Hall,
14093 Mill St, the Town Website (www.townofcollins.com) or

Town of Collins Youth Recreation Facebook page.

Applications accepted until Wednesday, May 4, 2022 at 4 p.m.

2. Resolution needed to approve Cattaraugus County Bank municipal pledging: new custodial partnership

RESOLUTION # 105: **APPROVE CATTARAUGUS COUNTY BANK MUNICIPAL PLEDGING: NEW CUSTODIAL PARTNERSHIP**

Motion made by Councilman McLean, and seconded by Councilman Hotnich that the Town Supervisor be authorized to sign the Third-Party Custodian Agreement which moves the security

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

Motion made by Supervisor Martin, and seconded by Councilman Hotnich that Resolution #85 of 2022 be modified to read as follows:

Capital Project H 18 Highway Cold Storage Building

Appropriations:

Increase Budget Line H 18 1640.24 Construction from \$450,000 to \$1,170,330

Revenues:

Increase Budget Line H 18 5301 Capital Project Fund Transfers from \$461,825 to \$1,182,155

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 \$132,155 From: Budget Line A1620.47 Improvements
To: Budget Line A9950.9 Transfer to Capital Projects

Transfer \$500,000 From: ARPA Funds
 To: Budget Line A9950.9 Transfer to Capital Projects

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

4. Resolution needed to award contract for highway cold storage building construction

RESOLUTION # 107: AWARD CONTRACT FOR HIGHWAY COLD STORAGE BUILDING CONSTRUCTION PROJECT

Motion made by Supervisor Martin and seconded by Councilman McLean 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 10:00 AM on Monday, April 4, 2022, and

WHEREAS, Ehrhart Construction Management Services, Inc. of 161 Main Street, Suite B, Hamburg, NY 14075 was the successful low bidder for the General Contract in the amount of \$1,033,950 for the base amount, and

WHEREAS, BECC Electric, 69 Orchard Street, Fredonia, NY 14063 was the successful low bidder for the Electrical Contract in the amount of \$55,000.

NOW THEREFORE BE IT RESOLVED THAT,

1. The Town Board authorizes the award of the General Contract to Ehrhart Construction Management Services, Inc. in the amount of \$1,033,950 for the base bid and \$12,825 for alternate A-2 (plumbing associated with new Cold Storage Building) making a total contract price of \$1,059,600.
2. The Town Board authorizes the award of the Electrical Contract to BECC Electric in the amount of \$55,000.
3. The Town Board authorizes the Town Supervisor to sign the Notices of Award for these contracts.
4. The Town Board authorizes the Town Supervisor to sign the Agreements and Notices to Proceed for these contracts, contingent upon receiving acceptable bonds and insurances from the Contractors (Ehrhart Construction Management Services, Inc and BECC Electric).
5. This resolution shall take effect immediately.

New Topics – Discussion and Comments

1. Town board emails - the present system has some problems. Councilman McLean is working with Renee of RL Computing. We will be changing to Microsoft Office 365 for email service tentatively on April 14, 2022.
2. Town Historical Collection establishment – Candy Termer spoke with the State Education Department regarding the society taking over the Town Collection (on loan). Councilman Hotnich will research the process of setting up a Town Historical Museum.
3. Elimination of one Town Justice position – Justice Gernatt will not be running in the fall election this year. The Erie County Board of Elections said we can eliminate one judge position. Attorney Musacchio stated it would be better to go with one Justice and not have write-ins for the election. (Evictions are now handled by the Erie County Courts.) The Town could pass a resolution to eliminate one position. Councilman Stelley feels if we go to one Judge the Town Board should monitor him/her. Attorney Musacchio will call the Association of Towns to check this out. Councilman Hotnich will check with the Board of Elections.
4. Update local code enforcement program – the town has until the end of 2022 to adopt minimum standards to replace the current chapter 144.

With no further business, on a motion of Councilman Sion seconded by Councilman Hotnich the meeting was adjourned at 8:11 PM.

Becky Jo Summers, Town Clerk