

TOWN OF CAMBRIA TOWN BOARD

January 9, 2020

The regular meeting of the Town of Cambria Town Board was held at 7:00 pm on the 9th day of January 2020 at the Town Hall, 4160 Upper Mountain Road, Town of Cambria, New York.

BOARD MEMBERS PRESENT:

Wright H. Ellis, Supervisor
Matthew P. Foe, Councilman
Jeffrey S. Hurtgam, Councilman
Benjamin D. Musall, Councilman
Randy M. Roberts, Councilman

ALSO PRESENT:

Paula N. Jones, Deputy Town Clerk
Jon MacSwan, Highway Superintendent
Robert Roberson, Attorney
Tim Walck, Wendel Engineer
28 interested individuals

Following salute to the flag, Supervisor Ellis called the regular meeting to order. Board members took action upon the following matters:

APPROVAL OF MINUTES

Upon a motion duly made by Councilman Roberts and seconded by Councilman Hurtgam, it was resolved to approve the minutes of the Town Board meetings of December 12, 2019, regular and work meeting.

Ayes: Ellis, Foe, Hurtgam, Musall, Roberts

-Motion Carried-

APPROVAL OF VOUCHERS

Having been reviewed by the Town Board, the following claims were presented for payment:

December 31, 2019

General	624-665	\$41,201.70
Highway	219-225	\$20,615.82
Refuse	20	\$31,030.71
Sewer Operating	50	\$87.57
Trust Agency	33-34	\$850.00
Water Operating	200-212	\$1,891.10

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Cemetery	1	\$1,000.00
Drainage	1 -2	\$1,535.22
General	1-32	\$72,193.18
Highway	1-4	\$18,878.94
Sewer Operating	1-3	\$3,480.13
Trust Agency	1-4	\$326,396.56
Water Construction	1	\$516.25
Water Operating	1-8	\$23,195.09

Upon a motion duly made by Councilman Foe and seconded by Councilman Hurtgam it was resolved that the abstract of audited vouchers dated December 31, 2019 & January 9, 2020, be approved as read by the Town Clerk.

Ayes: Ellis, Foe, Hurtgam, Musall, Roberts

-Motion Carried-

TOWN OF CAMBRIA RE-ORGANIZATIONAL MEETING

JANUARY 9, 2020

1. **Town Board Meeting** 2nd Thursday of each month at 7 PM at the Town Hall;
Work meeting as scheduled
2. **Planning Board Meeting** 3rd Monday of each month at 7 PM at the Town Hall; Exceptions due to
conflicts relating to certain holidays:
3. **Zoning Board Meeting** 4th Monday of each month at 7 PM at the Town Hall: Exceptions due to
conflicts relating to certain holidays:
4. **Newspaper Publications** Authorize advertising in Union Sun & Journal or Niagara Gazette, as
needed
5. **Official Banks** KeyBank (Sanborn/Cambria) for Town Justices
M & T Bank (Lockport) for all other departments
6. **Authorize Supervisor to invest money in accordance with the Investment Policy as reviewed
and approved**
7. **Approve 2020 Fee Schedule**
8. **Authorize Department Heads and Elected Officials and/or their designees to attend monthly and
regional association meetings / training schools as scheduled.**

9. APPOINTMENTS:

Assessment Review Board	Janelle L. Kroening, term ending 9/30/23
Buildings-Grounds Maintenance Manager	Jon T. MacSwan, one-year term
Cemetery Superintendent	Jon T. MacSwan, one-year term
Cemetery Supt. Assistant	Steven M. Kroening, one-year term
Computer Tech. Committee	Matthew P. Foe, one-year term Lynn J. Schlemmer, one-year term
Drainage Committee	Matthew P. Foe, one-year term Jeffrey S. Hurtgam, one-year term Steven M. Kroening, one-year term Jon T. MacSwan, one-year term

Board of Ethics	Paul Freatman Three-year term expiring 12/31/2022
Highway Foreman	Steven M. Kroening, one-year term
Justice Court Clerks	Joy W. Caldwell, one-year term M. Sandra Jowdy, one-year term
Planning Board Chairman	William J. Amacher, one-year term
Planning Board Member	Douglas Mawhiney Five-year term expiring 12/31/2024
Planning Board Alternate	Michael Sieczkowski, one year term
Records Management Officer	Tamara J. Cooper, one-year term
Water-Sewer Department Manager	Jon T. MacSwan, one-year term
Water-Sewer Department Foreman	Daniel S. Shoop, one-year term
Zoning Board of Appeals Chairman	Peter A. Smith, one-year term
Zoning Board of Appeals Member	Alan Johnson Five-year term expiring, 12/31/2024
Zoning Board Alternate	Cheryl L. Shoop, one-year term

10. Approve the 2020 Town of Cambria Volunteer Firemen’s Service Award point system for Cambria and Pekin Fire Companies

11. Authorize Supervisor to sign and pay contracts/agreements as follows:

Cambria Housing Authority	5,000.00
Dale Association	5,000.00
Friendship Club	1,000.00
Inter-Community Services	250.00
Niagara Community Action Program	2,500.00
Niagara Military Affairs Council (NIMAC)	1,500.00
Ransomville Library	4,146.00
S P C A of Niagara County	10,224.00
Sanborn-Pekin Library	35,700.00
Sanborn Post 969 - American Legion	500.00
Sanbornites	4,000.00
Union Cemetery of Northeast Cambria	1,000.00

12. Authorize Supervisor to pay all utilities, refuse, medical insurance, authorized payroll deductions, charge account invoices and postage as billed

13. Designation of C. W. Baker Insurance Agency, Inc. as Agent for Town Insurance

14. Authorize Supervisor to hire Engineer and Attorney as needed

15. Authorize rate of pay (annual) for Town Employees-Officers as follows:

Administrative Assistant	61,970.00	Historian	3,650.00
Assessor	53,000.00	Historian - Deputy	1,460.00
Budget Officer	3,225.00	Records Management Officer	2,005.00
Building Inspector	33,000.00	Recreation Director	35,700.00
Building/Grounds Manager	2,995.00	Registrar Vital Stats	2,500.00
Cemetery Superintendent - Assistant	2,030.00	Registrar Vital Stats - Deputy	625.00
Foreman - Highway	1,475.08	Sewer-Water Manager	2,014.00
Foreman - Sewer - Water	4,015.21	Tax Collector - Deputy	1,595.00
		Town Clerk - Deputy I	38,541.00

16. Authorize pay rates for Town Employees as follows:

Department	Position	Full Time per hour	Seasonal per hour
Highway	Laborer		11.80
	Mechanic	25.46	-----
	Truck Driver	N/A	12.50
	Motor Equipment Operator	25.46	-----
Water - Sewer	Laborer	15.69	11.80
	Maintenance - Sewer	25.46	-----
	Maintenance - Water	25.46	-----

- 17 Elections - Voting Machine Inspectors 20.00 per machine/per occasion
- 18. Assessment Review Board - Member 105.00 first day
- 85.00 additional day(s)
- Secretary 13.84 per hour
- 19. Planning Board - Chairman 110.00 meeting
- Member 72.00 meeting
- Alternate 30.00 meeting
- 20. Zoning Board - Chairman 110.00 meeting
- Member 72.00 meeting
- Alternate 30.00 meeting
- 21. Executive Secretary 19.60 per hour
- 22. Groundsperson I 15.00 per hour
- 23. Highway Clerk 15.50 per hour
- 24. Justice Clerk 19.50 per hour
- 25. Justice Court Officers 21.45 per hour
- 26. Laborer - Town Park 12.00 per hour
- 27. Real Property Appraisal Aide 16.25 per hour
- 28. Town Clerk - Deputy II 15.60 per hour
- 29. Water Clerk 16.25 per hour

30. Payroll Schedule:

- *General, Highway, Water, Sewer, Drainage and Summer Recreation are paid bi-weekly.*
- *Monthly positions are processed with the last bi-weekly pay of the month.*

31. Terms specified for one year will expire 12/31/2020.

Upon a motion duly made by Councilman Foe and seconded by Councilman Musall, it was resolved to approve the January 9, 2020, re-organizational appointments, meeting schedules, salary schedules and various authorizations numbered 1-31.

Ayes: Ellis, Foe, Hurtgam, Musall, Roberts

-Motion Carried-

Supervisor Ellis welcomed Councilman Musall to the Town Board with his first action of his newly elected term.

SUPERVISOR/TOWN CLERK/ APPOINTMENTS

Supervisor Ellis announced the following appointments:

- Matthew Foe, Deputy Town Supervisor
- Gail Reinbird, Town Historian
- Brooke Morse, Deputy Town Historian
- Town Board Liaison Appointments:
 - Councilman Matthew Foe, Highway, Water and Sewer Departments
 - Councilman Jeffrey S. Hurtgam, Youth Programs & Town Park
 - Councilman Benjamin D. Musall, Planning Board
 - Councilman Randy Roberts, Zoning Board of Appeals

On behalf of the Tax Collector Debra Littere, Janelle Kroening has been appointed as the Deputy Tax Collector for 2020.

Highway Superintendent, Jon MacSwan, announced the following Highway appointment:

- Steven Kroening, Deputy Highway Superintendent

ANNUAL FINANCIAL REPORT SUBMITTAL

Supervisor Ellis indicated Town Board authorization is required to permit the submittal to the Town Clerk of the Annual Report which is provided to the State Comptroller by March 31st.

Upon a motion duly made by Councilman Hurtgam and seconded by Councilman Foe, it was resolved to authorize the Town Supervisor to submit to the Town Clerk a copy of the annual financial report for 2019 within the time frame, including any extensions allowed by the State Comptroller, as set forth in the Town Law and the General Municipal Law.

Ayes: Ellis, Foe, Hurtgam, Musall, Roberts

-Motion Carried-

OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

Supervisor Ellis indicated the Official Undertaking of Municipal Officers is a requirement for the Town. It carries insurance to protect the Town in case of improper behavior by a Town Official that would cost the Town money. The Town would be covered so that it would not suffer a loss.

OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS

Upon a motion duly made by Councilman Foe and seconded by Councilman Hurtgam, it was resolved to approve the foregoing resolution.

The forgoing Resolution was duly put to a vote on roll call, which resulted as follows:

MATTHEW P. FOE voting AYE
JEFFREY S. HURTGAM voting AYE
RANDY ROBERTS voting AYE
BENJAMIN D. MUSALL voting AYE
WRIGHT H. ELLIS voting AYE

The Resolution was thereupon declared duly approved.

WATERLINE EXTENSION SHAWNEE ROAD

The Highway Superintendent reported the project is complete, a water sample was taken and another sample must be taken tomorrow morning and given to the lab; the results will be given to the Health Department.

NIAGARA FALLS AIR RESERVE STATION (NFARS) COMPATIBLE USE PLAN

Tabled.

TOWN CLERK REPORTS

The Town Clerk reported receipt of the following:

- Town Clerk Report December: Total Receipts: \$18,986.06
- Building Inspector Report December: Total fees collected: \$ 942.80
Total estimated value of construction: \$63,019.00
- Mount View Cemetery YE 2019 Total Receipts: \$8,950.00

HIGHWAY SUPERINTENDENT REPORTS

The Highway Superintendent, Jon MacSwan, reported as follows:

- Looking into purchasing a 47ö vibermax or small roller for Highway work, use at the Town Park and in the cemeteries and will have more information at the next meeting.

WATER SEWER REPORTS

No reports.

ATTORNEY REPORTS

No reports.

RECREATION DIRECTOR

No reports.

Supervisor Ellis reported he is in receipt of letters from the Town Justices consistent with the Uniform Justice Court Act stating the records and documents of the Town of Cambria Town Court for calendar year 2019 are available to be presented for examination by our accountants, the week of February 16-21, 2020.

BEAR RIDGE SOLAR PROJECT

Rikki Cason was in attendance and announced they will have Saturday hours starting January 25, 2020 from 9am to noon; towards the end of January they will be doing more property one on one site walks, if you'd like to see them please contact her. Ms. Cason reported 150 letters were sent out to residents about the property one on one site walks.

CONCERNS OF CITIZENS

- Several residents in attendance posed questions to Ms. Cason about the solar project.
- Several residents in attendance expressed their concerns and displeasure with the solar project.
- Supervisor Ellis expressed his concern that not all of the 365 homeowners affected by the project are receiving these letters.
- Highway Superintendent MacSwan expressed his displeasure with Cypress Creek for not getting permission to mark up the Town roads when they surveyed; this caused confusion for the strippers after the road work was completed. Supervisor Ellis stated Kevin knows they do not have the right to go on the Town roads without the consultation of the Highway Superintendent.
- Supervisor Ellis reported the Town still does not have an ad hoc member appointment; it has been deferred to the Governor's office.
- A resident from Lower Mountain Road, reiterated about businesses that are not permitted to be operating in the neighborhood and is frustrated their concerns are not being met. Supervisor Ellis stated letters have been sent to those individuals, the drop dead date is the end of January.

FUEL/PROPANE CONTRACTS

Highway Superintendent MacSwan reported the Town will purchase its diesel fuel, gas and heating oil off the State Bid and propane for the generators from Wendt's.

Upon a motion duly made by Councilman Foe and seconded by Councilman Roberts, it was resolved to authorize the Highway Superintendent to purchase heating oil, propane, diesel fuel and gasoline off New York State bid contracts for 2020.

Ayes: Ellis, Foe, Hurtgam, Musall, Roberts

-Motion Carried-

EAGLE SCOUT PROCLAMATION

Supervisor Ellis read briefly from the following Eagle Scout Proclamation for Jeffrey William Hannam. The ceremony will be this Sunday, January 12, 2020.

PROCLAMATION

Whereas, the Boy Scouts of America was founded on February 8, 1910, in the United States of America; and

Whereas, in the Fall of 2009, Jeffrey William Hannam joined Cambria Cub Scout Pack 8; and

Whereas, Jeffrey earned his Arrow of Light April 14, 2013, and crossed over to Cambria Boy Scout Troop 8; and

Whereas, Jeffrey has earned 45 merit badges, elected to the Order of the Arrow in February 2016, completed his Ordeal in September 2016, completed his Brotherhood Ordeal in September 2017 and served his Troop as Senior Patrol Leader, Assistant Senior Patrol Leader, Patrol Leader, Assistant Patrol Leader and Quartermaster; and

Whereas, Jeffrey has exemplified leadership qualities, organizational skills and strength of character while completing his Eagle Scout Project, building picnic tables for the summer day camp at the Lockport Family YMCA; and

Whereas, as a member of Troop 8, Jeffrey, through his hard work and personal commitment, attained the rank of Eagle Scout on November 25, 2019, the highest and most prestigious rank offered by the Boy Scout Program; and

Whereas, Scouts believe it is their duty to love their country, to support its Constitution, to obey its laws, to respect its flag, and to defend it against all enemies; and

Whereas, character, participation and leadership are the basis of good citizenship; therefore, be it

Resolved, the Town of Cambria is proud of your achievement, advancement to the rank of Eagle Scout, and shares with you in one of the greatest occasions, not merely of your career as a Scout, but of your whole life, and honors you this day by resolution of the Town Board on January 9, 2020.

Upon a motion duly made by Councilman Hurtgam and seconded by Councilman Roberts, it was resolved to approve the Eagle Scout Proclamation for Jeffrey William Hannam.

Ayes: Ellis, Foe, Hurtgam, Musall, Roberts

-Motion Carried-

PROCUREMENT POLICY PURCHASES – 2020-01

The Highway Superintendent reported the Old Highway Garage is in need of block repair from the accident in July when it was hit by the arctic ice truck.

Upon a motion duly made by Councilman Foe and seconded by Councilman Musall, it was resolved to accept the proposal from Chimney Sweep plus in the amount of \$4,800.00 to do miscellaneous painting of mortar joints, remove and replace all broken block due to the accident using 8' block with type 5 mortar.

Ayes: Ellis, Foe, Hurtgam, Musall, Roberts

-Motion Carried-

ADJOURNMENT

The meeting was adjourned by motion made by Councilman Roberts and seconded by Councilman Hurtgam.
Time: 7:55 pm

Respectfully submitted,

Paula N. Jones, RMC
Deputy Town Clerk