

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster NY, on Monday, December 12, 2011, at 7:00 P.M.

Trustee Marki led the pledge to the flag.

MEETINGS TO DATE **18**
NO. OF REGULARS **15**
NO. OF SPECIALS **3**

Attendance:		<u>Attended / Absent</u>
William G. Cansdale	Mayor	14 / 4
Kenneth L. O'Brien III	Trustee	17 / 1
Paul M. Maute	Trustee	17 / 1
William C. Schroeder	Trustee/ Deputy Mayor	18 / 0
Edward M. Marki	Trustee	17 / 1

Also Present:

Michael E. Stegmeier	Clerk – Treasurer
Arthur A. Herdzik	Village Attorney
Richard Bulman	DPW Superintendent
Jeffrey Stribing	Director of Community Development
George Pease	Codes Enforcement Officer
James Allein	Planning Commission Chairperson
Michelle Czech	FEMA Flood Risk Maps Committee

Motion by Trustee O'Brien and seconded by Trustee Marki to accept the minutes of the November 28, 2011 regular meeting.

Adopted Resolution: **339** Ayes: Mayor Cansdale, Trustees Marki, Maute, O'Brien, and Schroeder

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee Schroeder and seconded by Trustee O'Brien that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, WATER, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 11/29/11 to 12/12/11.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 61 claims were approved, and that all claims were paid against the:

GENERAL FUND -----in the amount of	\$	409,438.04
WATER FUND -----in the amount of	\$	--
SEWER FUND -----in the amount of	\$	34,344.80
TRUST FUND -----in the amount of	\$	1,022.00
CAPITAL FUND -----in the amount of	\$	--
EQUIPMENT RESERVE -----in the amount of	\$	--
COMMUNITY DEVELOPMENT -----in the amount of	\$	16,840.50
SPECIAL REPAIR RESERVE FUND ----in the amount of	\$	--
For the period from <u>11/15/11</u> To <u>11/28/11</u>		

Claims that were processed and paid are identified by the following check numbers:

- General Fund checks # 74063 through # 74104
- Sewer Fund checks # 10012 through # 10017
- Trust Fund checks # 2117 through # 2118

Adopted Resolution: **340** Ayes: Mayor Cansdale, Trustees Marki, Maute, O'Brien, and Schroeder

LISTED CORRESPONDENCE:

Motion by **Trustee Marki** and seconded by **Trustee O'Brien** to receive and file correspondence from Frank Maddock thanking the Village Board for presenting him with the Citizenship Award.

Adopted Resolution: **341** Ayes: Mayor Cansdale, Trustees Marki, Maute, O'Brien, and Schroeder

RESOLUTIONS:

Motion by **Trustee Marki** and seconded by **Trustee Schroeder** to cancel the regular board meeting scheduled for Monday, December 26, 2011.

Adopted Resolution: **342** Ayes: Mayor Cansdale, Trustees Marki, Maute, O'Brien, and Schroeder

BUILDING PERMIT APPLICATIONS:

Motion by **Trustee Marki** and seconded by **Trustee O'Brien** that the following building permit applications submitted by the Town of Lancaster Building Department conform to all Village Ordinances and be approved:

PERMIT NO	LAST NAME	ADDRESS	PURPOSE OF PERMIT
11-19815	Schrader	19 Legion Pkwy	Demolition
11-19816	Tarapata	85 Erie St	Roof
11-19817	Markus	32 Stephens Ct	Roof
11-19820	Lorenz	69 Camner Ave	Roof
11-19836	Wojtowicz	177 Irwinwood Rd	Roof
11-19837	Warda	24 Quincy Ave	Roof
11-19840	Tichy	44 Central Ave	Signage
11-19842	McKernan	34 Lombardy St	Fence

Adopted Resolution: **343** Ayes: Mayor Cansdale, Trustees Marki, Maute, O'Brien, and Schroeder

AUDIENCE PARTICIPATION:

Frank Maddock – 43 Wren Avenue: He indicated that a “help wanted” notice was published in a local newspaper requesting assistance with his efforts to clean up the Village. He has met with some people who responded to the notice. He is also working to develop a program to offer assistance to residents with property maintenance needs.

Mr. Maddock stated that he has met with a Lancaster High School representative to discuss a community service project for interested students. The project would involve working on an effort to paint the railroad bridges located across Central Avenue.

Mr. Maddock questioned the length of the process involved in addressing an unsafe building and having it demolished by order of the Village Board.

Codes Enforcement Officer George Pease indicated that the entire process takes about eight (8) months from start-to-finish including completion of the demolition.

COMMITTEE REPORTS & FOLLOW UPS:
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➤ **FINANCE & CLAIMS** – Trustee Schroeder

Motion by **Trustee Schroeder** and seconded by **Trustee Marki** to approve an additional payment in the amount of \$552.90 to Mr. and Mrs. Michael Jeziorski, 12 Wildwood Drive, for sidewalk replacement to correct a previous calculation error.

Correspondence was received from Superintendent Bulman indicating the error that was identified when reviewing the calculation for the initial payment. The amount of \$184.30 was approved by Adopted Resolution # 252 at the September 26, 2011 meeting.

Adopted Resolution: **344** Ayes: Mayor Cansdale, Trustees Marki, Maute, O'Brien, and Schroeder

➤ **PUBLIC WORKS** – Trustee Schroeder

No report.

➤ **PUBLIC SAFETY** – Trustee Marki

No report.

➤ **BUILDING, LIGHTS & CODES** – Trustee Marki

Motion by **Trustee Marki** and seconded by **Trustee Maute** to schedule a public hearing in Council Chambers for Monday, January 9, 2012 at 7:15 p.m. to consider a proposed local law to ban parking on the west side of East Garfield Street.

Adopted Resolution: **345** Ayes: Mayor Cansdale, Trustees Marki, Maute, O'Brien, and Schroeder

➤ **HUMAN RESOURCES** – Trustee O'Brien

No report.

➤ **COMMUNITY EVENTS** – Trustee Maute

A committee meeting will be held following the board meeting at 8:00 p.m. or earlier depending upon the availability of the Events Director.

➤ **ECONOMIC DEVELOPMENT** – Trustee O'Brien

No report.

➤ **SEWER** – Mayor Cansdale

He will be requesting an update from Erie County Sewer Authority on the status of their new trunk line project.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:
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➤ **DPW** – Richard Bulman

The Newell Avenue sewer project is ready to advertise for bids, and the bid opening will take place in the Municipal Building on Wednesday, January 4, 2012.

Trustee Marki clarified that the garbage cans under the viaducts on Central Avenue were removed to prevent damage from the sidewalk plows during the winter season.

➤ **ATTORNEY** – Arthur A. Herdzyk

No report.

➤ **COMMUNITY DEVELOPMENT** – Jeff Stribing

He indicated that there has been good traffic at local businesses over the past few weekends. He encourages residents to support these businesses during the current holiday shopping season and throughout the year.

He commented that there are three (3) different people interested in 24 Central Avenue.

➤ **PLANNING COMMISSION** – James Allein

No report.

➤ **CODES ENFORCEMENT OFFICER** – George Pease

No report.

➤ **VILLAGE CLERK - TREASURER** – Michael E. Stegmeier

He submitted a written report for the Clerk & Treasurer's office.

A representative from PERMA (workers' compensation carrier) will be at the office on December 13th at 11:00 am for a safety meeting to assist with updating work safety procedures. This first meeting will focus on DPW, and Superintendent Bulman will be at the meeting. All board members are welcome and encouraged to attend and participate in the meeting. A copy of the most recent Loss Control Evaluation was included in the board packet.

He met with representatives from Toshiba Business Solutions last week to review the Village's need for electronic document management focused around accounts payable processing. They will be preparing a proposal for their system which would include capabilities for e-mail archiving and access to an

