

TOWN OF CONCORD TOWN BOARD MEETING  
7:00 p.m.

MEETING CALLED TO ORDER BY CLYDE M. DRAKE, SUPERVISOR,  
at 7:00 p.m.

ROLL CALL: CLYDE M. DRAKE, SUPERVISOR  
JAMES M. KREZMIEN, COUNCILMAN  
KENNETH D. ZITTEL, COUNCILMAN  
WILLIAM F. SNYDER, III, COUNCILMAN  
PHILIP DROZD, COUNCILMAN

ALSO PRESENT: DARLENE G. SCHWEIKERT, Town Clerk  
KEVIN R. RAUTENSTRAUCH, Deputy Town Attorney  
CAROLYN A. ROBINSON, Dog Control Officer

EXCUSED: DENNIS M. DAINS, Hwy Supt.

GEORGE DONHAUSER  
COLLEEN MAHONEY, Springville Journal  
FAMILY & FRIENDS OF ROBERT V. ROSENSWIE, JR.

INVOCATION DELIVERED BY TOWN CLERK SCHWEIKERT

PLEDGE TO THE FLAG LED BY SUPERVISOR DRAKE

Supervisor Drake welcomed the Rosenswie family and friends. The Board had prepared a Resolution in appreciation of Mr. Rosenswie's service at the Town of Concord. The Board agreed to move the presentation of the Resolution to the beginning of the meeting. Supervisor Drake read the Resolution.

Councilman Krezmien moved the adoption of Resolution 1, seconded by Councilman Zittel:

Board Resolution of the Town of Concord  
In Recognition and Profound Appreciation of Distinguished  
Service by Robert V. Rosenswie, Jr.

WHEREAS, Robert V. Rosenswie, Jr., has always been mindful of the interests of the Town of Concord and he has worked tirelessly to advance the Concord Town Court;

WHEREAS, Robert V. Rosenswie, Jr., has always provided outstanding leadership and guidance to the Concord Town Court; and

WHEREAS, Robert V. Rosenswie, Jr., faithfully and with honor, integrity and great distinction served as Concord Town Court Constable for over thirteen years;

IT IS THEREFORE RESOLVED, that the Concord Town Board formally acknowledges and extends its profound appreciation to Robert V. Rosenswie, Jr., for his many years of service to the Town of Concord and to the Concord Town Court.

IT IS FURTHER RESOLVED that Robert V. Rosenswie, Jr., having completed his duties to the Town of Concord and the Concord Town Court, may rest in peace.  
Voting as follows:

Councilman Drozd           Aye  
Councilman Krezmien       Aye  
Councilman Snyder         Aye  
Councilman Zittel          Aye  
Supervisor Drake          Aye

The foregoing resolution was thereupon declared duly adopted.

Town Justices Timothy P. Frank and Leslie J. Gibbin shared stories of Bob's time in the Court and presented the Rosenswie family with a plaque recognizing Bob's service in the Court. The Town very much appreciated his service; he was a good friend to us all. Supervisor Drake advised that today is National Law Enforcement Day and thanked those all in Law Enforcement for their service; it is a very tough job. Robert V. Rosenswie, III and Michael Rosenswie are both in Law Enforcement. Colleen Mahoney of the Springville Journal took a picture of the Rosenswie family and friends for publication in the Journal.

ITEM #1      APPROVAL OF MINUTES

a) Town Board Work Session – 12/13/2018 - Motion by Councilman Krezmien, seconded by Councilman Zittel, to approve the minutes as presented. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

b) Town Board Meeting – 12/13/2018 - Motion by Councilman Zittel, seconded by Councilman Snyder, to approve the minutes as presented. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

ITEM #2      PUBLIC COMMENT

Supervisor Drake opened the floor for Public Comment.

No one wished to address the Board. Motion by Councilman Krezmien, seconded by Councilman Zittel, to close Public Comment. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

ITEM #3      MONTHLY REPORTS

Motion by Councilman Krezmien, seconded by Councilman Zittel, to approve the Monthly Reports, Items a-i. Councilmen Krezmien, Drozd, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

- a) Code Enforcement Report – December 2018
- b) Dog Control Officer Report – December 2018
- c) Dog Control Officer Report – Year 2018
- d) Town Clerk Report – December 2018
- e) Town Clerk Annual Year 2018
- f) Judge Gibbin Report – November 2018
- g) Judge Frank Report – November 2018
- h) Senior Activities Report -- Year 2018
- i) Highway Report - Hwy Supt Dains was excused from tonight's

meeting but had filed his written report.

j) Fire Department Report – Councilman Drozd reported that the Springville Volunteer Fire Department will hold its Installation of Officers dinner on Saturday, January 26<sup>th</sup>.

Motion by Councilman Krezmien, seconded by Councilman Zittel, to accept the Fire Department Report. Councilmen Krezmien, Drozd, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

ITEM #4      OLD BUSINESS

a) Resolution for Robert Rosenswie – The presentation of this Resolution took place at the beginning of the meeting.

ITEM #5    NEW BUSINESS

## a) Audit of the Bills –

Abstract 13 are from 2018 and Abstract 1 are January 2019.

## Year 2018 Abstract 13:

General Fund A, abstract 13, bills 1508-1547 & 1577-1578; \$28,480.63  
 General Fund B, abstract 13, bills 1548-1550; \$130,110.66  
 Library Fund, abstract 13, bills 1551-1554; \$464.06  
 Fire Protection, abstract 13, NONE  
 Joint Van, abstract 13, bill 1555; \$35.36  
 Joint Youth, abstract 13, bill 1556; \$220.77  
 Craneridge Lighting, abstract 13, NONE  
 Craneridge Sewer, abstract 13, bills 1557-1560; \$4,903.90  
 Highway DA, abstract 13, NONE  
 Highway DB, abstract 13, bill 1561-1570 & 1579; \$27,036.87  
 Kissing Bridge Water, abstract 13, bills 1571-1573; \$194.48  
 Kissing Bridge Sewer, abstract 13, bills 1574-1576; \$3,246.00  
 Trevett Rd. Water, abstract 13, NONE  
 Cattaraugus St. Water, abstract 13, NONE  
 Trust & Agency, abstract 13, NONE  
 Capital (HA) C. Sewer, abstract 13, NONE  
 Capital (HB) Land, abstract 13, NONE  
 Capital (HD) Catt St, abstract 13, NONE  
 Capital (HE) Sr. Ctr, abstract 13, NONE  
 Capital (HF) Hwy Equip, abstract 13, NONE  
 Capital (HG) Waste Study, abstract 13, NONE

## Year 2019 Abstract 1:

General Fund A, abstract 1, bills 1-28 & 42; \$22,724.82  
 General Fund B, abstract 1, bills 29-30; \$65,614.95  
 Library Fund, abstract 1, NONE  
 Fire Protection, abstract 1, bills 31-34; \$25,069.10  
 Joint Van, abstract 1, NONE  
 Joint Youth, abstract 1, NONE  
 Craneridge Lighting, abstract 1, bill 35; \$1,712.37  
 Craneridge Sewer, abstract 1, bills 36-37; \$185.59  
 Highway DA, abstract 1, NONE  
 Highway DB, abstract 1, bills 38-40 & 43; \$6,323.70  
 Kissing Bridge Water, abstract 1, NONE  
 Kissing Bridge Sewer, abstract 1, NONE  
 Trevett Rd. Water, abstract 1, NONE  
 Cattaraugus St. Water, abstract 1, NONE  
 Trust & Agency, abstract 1, bill 41; \$50.00  
 Capital (HA) C. Sewer, abstract 1, NONE  
 Capital (HB) Land, abstract 1, NONE  
 Capital (HD) Catt St, abstract 1, NONE  
 Capital (HE) Sr. Ctr, abstract 1, NONE  
 Capital (HF) Hwy Equip, abstract 1, NONE  
 Capital (HG) Waste Study, abstract 1, NONE

Motion made by Councilman Krezmien, seconded by Councilman Drozd, to approve the bills as presented. Councilmen Zittel & Drozd; Supervisor Drake, voting aye. Councilmen Krezmien & Snyder, excused. Carried.

b) Authorize Bookkeeper Ciszak – Adjustment Entries - Motion by Councilman Krezmien, seconded by Councilman Zittel, to authorize Bookkeeper Ciszak to make adjustment entries and a list of such entries will be given to the Town Board at the March 2019 meeting. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

c) Mobile Court Park Renewal – Motion by Councilman Zittel, seconded by Councilman Krezmien, to approve the renewal of the Springville Mobile Home Court with the condition that the inspection of the premises will take place in April 2019. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

d) Dog Notice Change – Dog Control Officer Robinson reviewed the dog license renewal with the Board. The Town Clerk's Office sends out the renewal licenses. Then DCO Robinson follows up with telephone contact. If the owner does not renew the license, a written notice is then mailed to the owner. DCO Robinson is requesting the elimination of the written second notice of the dog license renewal process if the dog owner has been contacted by phone or a phone message has been left. If DCO Robinson has not made phone contact, a second notice would still be sent to those owners. The estimated cost savings to the Town would be \$115/year. DCO Robinson will remind the dog owners when she contacts them via phone that this is the only reminder they will receive before a Court Summons is issued. DCO Robinson reports that most neighboring towns do not give courtesy second notices; some towns don't follow up with enforcement but the Town of Concord does.

Motion by Councilman Zittel, seconded by Councilman Krezmien, to eliminate written second notice of the dog license renewal process if licensee has been reached by phone or phone message has been left. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried. DCO Robinson will advise how the process is working and if there are problems, the Town can always go back to sending the second notices.

e) Rental Rates Community Park & Town Hall – Supervisor Drake advised that the current fee for Town Hall rental use and Community Park Shelter rental is \$15. This amount does not cover the costs for the custodian or park maintenance. Councilman Drozd feels this increase is more than fair. Motion by Councilman Drozd, seconded by Councilman Zittel, to increase the Town Hall rental rate and the Town Park Shelter rental rate from \$15.00 to \$25.00. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

f) Craneridge Pumping Stations – Supervisor Drake had discussed this matter with the Board at the December Work Session. A quote has been received from Gerwitz & McNeil Electric in the amount of \$1,450 to install the dialer and extend the telephone cable to the dialer. There will be a monthly phone bill in the approximate amount of \$30 to cover this service. The quote from Fluid Kinetics for the Dialer is \$1,198. Motion by Councilman Zittel, seconded by Councilman Drozd, to accept the Gerwitz & McNeil December 11, 2018 Quote in the amount of \$1,450 and the Fluid Kinetics January 3, 2019 Quote in the amount of \$1,198. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

Supervisor Drake advised that there may be an additional charge of approximately \$300 to put in the phone line at the second pumping station at Ridgeview Trail. There will be a monthly phone bill in the approximate amount of \$30 to cover this service.

g) Holfoth Risk Management – Supervisor Drake asked the Board to table this matter.

h) Town Clerk Surplus Equipment – The Town Clerk's Office has some equipment to be declared surplus. Supervisor Drake advised that some of this equipment will be given to the Concord Senior Center for use at the Nutrition Site. Declaring these items surplus does not mean that the items will be thrown away. Motion by Councilman Drozd, seconded by Councilman Zittel, to declare the following Town Clerk equipment as surplus: Three (3) Computer Towers: Dell Windows 7 Pro #X16-96076; Dell Windows 7 Pro #0J5VWM; Dell Windows XP #0T7570; Two (2) Computer Monitors: Dell #CN0Y9998-72872-667-1G5L; Dell #CN0WN320-46633-685-52LS; Four (4) Keyboards: Dell KB216-BK #CN-06WMND-73926-769-08VD; Dell KB212-B #DP/N 0DJ454; Microsoft SN#0016321902144; Microsoft SN#0016321902148; Brother Laser

Model 2840 Fax Machine #U63274K4 J815686; HP LaserJet Model P2055dn Photocopier #CNBJ629481 and Panasonic RR-830 Tape Recorder. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

Supervisor Drake asked the Board for a motion to add additional items to the Agenda: (i) Appoint Substitute Court Officer (j) Appoint Board of Assessment Review member and (k) Appoint Board of Assessment Review alternate members. Councilman Zittel, to add Agenda Items (i) –(k). Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

(i) Appoint Substitute Court Officer – The Justices recommend that the Board appoint William R. Ellis as Substitute Court Officer. Mr. Ellis had been interviewed for this position in December when the Court Officer position was advertised. Motion by Councilman Krezmien, seconded by Councilman Zittel, to appoint William R. Ellis to the position of Substitute Court Officer at a probationary rate of \$14.10/hour. This rate will increase to \$17.63 after six months. This appointment is effective January 9, 2019. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

(j) Appoint Lauri Skelton to the Board of Assessment Review – Supervisor Drake informed the Board that Jason Bond’s term on the Board of Assessment Review ended in September 2018. Supervisor Drake has tried to contact Mr. Bond to see if he would like to continue on the Board but has not had any success. This created a vacancy on the Board. The Town needed to find another member because BAR members are required to have training prior to serving on the Board. Lauri Skelton has agreed to accept the appointment. Motion by Councilman Zittel, seconded by Councilman Drozd, to appoint Lauri Skelton to the Board of Assessment Review. Her term will expire September 30, 2023. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

(k) Appoint Edward J. Young and Edwin F. Heary as Alternate Members of the Board of Assessment Review -- Assessor Martin had a conversation with Eric County and it was suggested that the Town appoint alternates to the BAR. Supervisor Drake noted that if these alternate members could be trained by the County and available to the Town if the need were to arise. The Board of Assessment Review meets once a year and there is a requirement of the number of members that must be present on Grievance Day. By approving this appointment, the Town will have alternates in place. Motion by Councilman Zittel, seconded by Councilman Drozd, to appoint Edward J. Young and Edwin F. Heary as Alternate Members to the Board of Assessment Review. Councilmen Krezmien, Zittel, Snyder & Drozd; Supervisor Drake, voting aye. Carried.

ITEM #6 EXECUTIVE SESSION

There was no Executive Session.

ITEM #7 CONSENT AGENDA

There was nothing for Consent Agenda.

ITEM #8 COUNCILMAN NOTES

(a) Councilman Drozd noted that the Hulbert Library Board meeting is tomorrow so he will report on that at the February meeting.

(b) Councilman Zittel advised that the East Concord Fire Company had a successful Chicken BBQ over the weekend. East Concord Fire Company will also be purchasing two battery operated chain saws.

(c) Supervisor Drake informed the Board that he and Councilman Drozd will be in Elma tomorrow morning for a presentation on street lights and trying to replace street lights with LED lights.

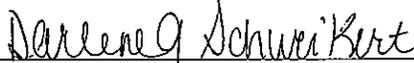
(d) Supervisor Drake and Councilman Drozd had attended a Green Springville Meeting. Discussion included trying to come up with ways to make solar installation more reasonable.

(e) Supervisor Drake received a letter from Craneridge. They would like to set up another meeting with Councilman Snyder.

ITEM #9      MOTION TO ADJOURN

Motion by Councilman Krezmien, seconded by Councilman Zittel, and passed unanimously, to adjourn the meeting at 7:35 p.m. in memory of:

John Valentic  
Alma M. Coles  
Eugene D. Schumacher  
Joann M. Hofmann  
William E. Bramer IV  
Catherine M. Dawley

  
\_\_\_\_\_  
Darlene G. Schweikert  
Town Clerk