

SUPERVISOR  
716-778-8531

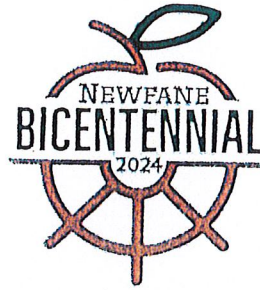
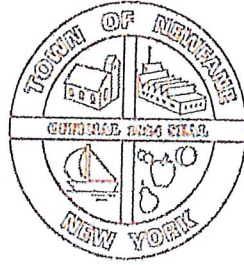
TOWN CLERK  
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FAX 716-638-4183

ASSESSOR  
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TAX COLLECTOR  
716-778-6052

BUILDING INSPECTOR  
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WATER/SEWER  
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JUSTICE COURT  
2896 Transit Road  
Newfane, New York  
I4I08

716-778-9292

HIGHWAY  
716-778-8844

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## TOWN OF NEWFANE

2737 Main Street  
Newfane, New York I4I08

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### **TOWN OF NEWFANE**

### **TOWN BOARD WORK SESSION DECEMBER 11, 2024**

The Town of Newfane Town Board Work Session was held in the Town Hall, 2737 Main Street, Newfane, NY, on the 11<sup>th</sup> day of December, 2024.

The following Board Members were present. Supervisor Syracuse, Councilwoman, Neidlinger, Councilman Robinson, Councilman Horanburg and Councilman Coleman.

Others present were David Schmidt, Building Inspector/Code Enforcement Officer, Jon Miller, Highway Superintendent/Water Superintendent, Max Russell, Larry Dormer and Jake Cooley who are working with Jon Miller on ditching projects, Ben Joe from the Union Sun and Journal, and several residents.

The Supervisor opened the Work Session at 7:00 p.m.

#### APPROVE WORK SESSION MINUTES OF 11/14, 2024

Supervisor Syracuse entertained a MOTION to approve the Work Session Minutes from November 14, 2024. Moved by Councilman Coleman, second by Councilman Horanburg, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

#### DITCHING PRESENTATION

The Supervisor advised the Board that Councilman Coleman has been working with Jon Miller, Highway Superintendent/Water Superintendent, who is also being helped by volunteer residents Max Russell, Larry Dormer and Jake Cooley, to formulate plans addressing the water/ditching issues throughout the Town. Councilman Coleman indicated that he and Jon have had several discussions, including conversation with our Attorney. We are going to need to obtain Easements from some of our local residents and identify areas containing wetlands. Jon Miller indicated they plan to start on the east and west sides of the Town focusing on the Hopkins Creek, Keg Creek and feeder ditches. Once we get them open and flowing it should help with the smaller ditches as well. Jon also

indicated that he has a map that he will begin by highlighting all the ditches that the Town can get through without obtaining Easements as a start. The Supervisor stated the importance of getting the word out to the residents that we are beginning this project and will need their cooperation to make this project successful. Councilman Coleman indicated that we are in the beginning stages of this project, we will continue to meet and keep the Board updated on the progress as we move forward.

APPOINT MICHAEL HARTMAN ASSESSOR

Supervisor Syracuse entertained a MOTION to appoint Michael Hartman as our part time Assessor to fulfill the unexpired term of retired Assessor, Mary Hastings, who retired from the Town November 30, 2024. Michael's term is effective December 1, 2024 and expires September 30, 2025 with an annual salary of \$25,000.00. Moved by Councilman Horanburg, second by Councilwoman Neidlinger, on the question. The Supervisor indicated that speaking with both Mike Hartman and Joann Harig, who is our Assessor in training, Joann should be where she needs to be at that point in time to take over as our full time Assessor. We will continue to evaluate throughout the year. Hearing no questions, all were in favor, no one was opposed. Motion Carried

APPOINT MICHAEL KLOCK TO BOARD OF ASSESSMENT AND REVIEW

The Supervisor advised the Board that he spoke with Michael Klock who expressed an interest in serving on the Board of Assessment and Review. As the Board is all aware, the current individuals on the Board of Assessment and Review have all retired. He stated that we have advertised for committee members, which did not precipitate much interest. Ideally, we are looking for a total of five Board Members, however, we can move forward with a minimum of three. He indicated that the previous appointment of Kathryn Kozakowski, a licensed real estate agent brings certain valuable knowledge to the Board, and he feels that Mike's expertise in construction fills an important part of valuable knowledge to the Board as well. The Supervisor announced to everyone present that if they know someone who might be interested in serving on this type of Board to please encourage them to contact him. He also indicated that he has reached out to individuals in the Agricultural Industry, hoping to have a cross section of knowledge amongst the Board Members. The Supervisor entertained a MOTION to appoint Michael Klock to the Board of Assessment and Review effective January 1, 2025 through September 30, 2030. Moved by Councilwoman Neidlinger, second by Councilman Robinson, on the question. Hearing no questions, all were in favor, no one was opposed. Motion Carried

HIRE JOANNA SEEFELDT/HIGHWAY SECRETARY

The Supervisor advised the Board that Julie Nankey has announced her planned retirement for the early part of next year. He indicated that he, along with Highway Superintendent Jon Miller and Julie Nankey, have conducted several interviews, and Joanna Seefeldt was

selected as the best fit for this position. Both Jon and Julie felt the best time for Joanna to start learning the position would be December 30, 2024, at an hourly rate of \$22.98 per hour, which is consistent with our standard starting rate. The Supervisor entertained a MOTION to hire Joanna Seefeldt effective December 30, 2024 at an hourly rate of \$22.98. Moved by Councilman Coleman, second by Councilman Horanburg, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

#### ANNUAL REVIEW OF JUSTICE COURT BOOKS

The Supervisor suggested that Councilwoman Neidlinger and Councilman Coleman be appointed to conduct the annual audit of the Justices dockets and records as they have been doing this for quite some time. He also suggested that it would be a good idea for Councilman Horanburg and Councilman Robinson to sit in for training purposes. Both Councilwoman Neidlinger and Councilman Coleman agree that it can get a little complicated and it certainly is easier with two people doing the audit. Having Robert and Pete sit in would definitely be helpful to them in the future should they be asked to do it. The Supervisor entertained a MOTION to appoint Councilwoman Neidlinger and Councilman Coleman to Audit the 2024 records and docket of Judge Bruce M. Barnes and Judge Scott R. Boudeman. Moved by Councilman Robinson, second by Councilman Horanburg, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

#### NIAGARA COMMUNITY ACTION PROGRAM, INC.

The Supervisor indicated that we have been a part of this program for many years. It is designed to help income-sensitive individuals in our area with upgrades to their homes. This \$2,500.00 is used to parlay into tens of thousands of grant dollars. The Supervisor indicated that he has worked with this Program on behalf of this community and assured the Board this is money well spent. The Supervisor entertained a MOTION to enter into the 2025 Agreement between Town of Newfane and Niagara Community Action Program, Inc. Moved by Councilman Coleman, second by Councilman Robinson, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

#### 2025 SUMMER RECREATION UPDATE

The Supervisor stated that looking at the Budget we are seeking to charge the students a nominal fee and may still fall short of the budgeted amount. The Supervisor is not looking for any answers right now, we will continue to look at things, reach out to people for staffing, perhaps start looking at forming a committee, and try to get a better handle on our costs. We have quite a bit of work to do and will keep moving forward as best we can. Perhaps get direction from Mike who was previously running the program for the school.

UPDATE JACKSON STREET WATER CAPEN LINE/W. LAKE RD. WATER LINE

The Supervisor advised the Board that he received an email from the State regarding our application for the 2 plus million dollars for the Jackson Street water line improvement and the West Lake Road water line improvement project that we had bundled together, indicating that they were pleased with our grant application, however, they have run out of money. The Supervisor, however, received a letter from the State indicating that we were awarded a \$50,000.00 grant for our fish cleaning station. You may recall all of the ongoing issues that the one we have now has, it is constantly breaking down. The price for the new cleaning station, along with hiring an electrician for installation, is looking to come in around \$80,000.00 to \$90,000.00. The Supervisor is working with Brian Sibiga from Wendel Engineering on this project and is seeking permission to sign the SAM Grant to move forward. In addition to the Supervisor's signature, it also requires the signature of the Deputy Supervisor and the Town Attorney. The Supervisor entertained a MOTION to allow himself, the Deputy Supervisor and the Town Attorney to sign the Agreement for the SAM Grant for the fish cleaning station. Moved by Councilman Coleman, second by Councilman Robinson, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

MOBILE HOME PARK LICENSES/ PARKER AND MAHONEY

The Supervisor advised that looking through our Licensure for Mobile Home Parks, our Building Inspector has been hitting the books and going out to personally inspect the parks pursuant to State requirements. He is looking for sub-standard properties, safety issues, etc., before we give out a License from the Town of Newfane. We have two Applications for Mobile Home Park Licenses for 2025. Mark Parker, Parkerwood Properties, Inc., and Carol Mahoney, K&D Trailer Court, both have passed their inspections and paid their license fee for 2025. The Supervisor entertained a MOTION to approve issuing the Mobile Home Park Licenses for 2025 to Mark Parker and Carol Mahoney. Moved by Councilwoman Neidlinger, second by Councilman Coleman, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

MUNICIPAL SOLUTIONS/APPROVE AGREEMENT

The Supervisor advised the Board that he received the annual Agreement from Municipal Solutions for 2025. While this is something we usually take care of at our Reorganizational Meeting I thought as long as I received it this far in advance we could talk about it and possibly take care of it now. This is an incredible organization that helps us with so many things including our bonding, they helped us write our grant, we've utilized them for many years as Sue and Rick can attest to. The Supervisor entertained a MOTION to allow him to enter into the Agreement with Municipal Solutions for the calendar year 2025. Moved by

Councilman Coleman, second by Councilman Robinson, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

The Supervisor indicated that was all he had and offered the Board to share if there was anything they would like to speak about. Councilwoman Neidlinger wanted to express her gratitude to Richard Leader for once again, all his hard work on videoing and taking pictures of our community events. He posted amazing pictures of our December 6<sup>th</sup> Light Up Parade and what an amazing job he did. The winners of the parade were Wrights Corners Fire Department for the Fire Company, the Youth winners were The Leo's Lions Club, The 4-H and the Dance Studio, the Adults were Wilson's Pizza, Recovery Center of Niagara and the Newfane Library. Also a huge thank you to all our Fire Police who always do such a great job directing the traffic and keeping us all safe.

ADJOURN WORK SESSION

The Supervisor entertained a MOTION to adjourn the work session. Moved by Councilman Robinson, second by Councilman Horanburg, on the question. Hearing no questions, all were in favor, no one was opposed.

Motion Carried

The Work Session Meeting was adjourned at 7:50 p.m.

Respectfully submitted,



Donna M. Lakes  
Town Clerk