

**JANUARY 22, 2025**

**REGULAR MEETING**

The Town Board of the Town of Newfane, Niagara County, New York, met at the Town Hall, 2737 Main Street, Newfane, New York, on January 22, 2025.

The following Board Members were present:

Supervisor: John Syracuse  
Councilman: Rick Coleman  
Councilwoman: Susan Neidlinger  
Councilman: Peter Robinson  
Councilman: Robert Horanburg

Others present:

James Sansone, Town Attorney, Nicholas Irr, Wastewater Treatment Plant Operator, David Schmidt, Building Inspector/Code Enforcement Officer, Karen Young, Tourism Committee, Mary Zeller, Confidential Secretary to the Supervisor, along with 4 residents.

**PRAYER & PLEDGE**

The Supervisor called the meeting to order at 7:00 p.m. A prayer was read by the Town Clerk and the Pledge to the flag was given.

**MINUTES FILED WITH THE CLERK**

Town of Newfane Work Session Minutes of December 11, 2024  
Town of Newfane Zoning Board Minutes of December 17, 2024  
Town of Newfane Tourism Committee Minutes of January 7, 2025

**APPROVE PREVIOUS MINUTES**

The Supervisor entertained a MOTION to approve the Minutes of the December 30, 2024, Regular Town Board Meeting. MOTION made by Councilwoman Neidlinger, second by Councilman Coleman on the question. Hearing no questions, all were in favor, no one was opposed.  
All present voted Aye Motion Carried

The Supervisor entertained a MOTION to approve the Minutes of the January 2, 2025 Town of Newfane Reorganizational Meeting. MOTION made by Councilman Horanburg, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.  
All present voted Aye Motion Carried

**TOWN CLERK ANNUAL REPORT**

The Town Clerk presented her Annual Report (January 1, 2024 – December 31, 2024) to the Town Board for review and approval. The Supervisor entertained a MOTION to approve the Town Clerk's Annual Report. MOTION made by Councilman Coleman, second by Councilman Horanburg on the question. Hearing no questions, all were in favor, no one was opposed.  
All present voted Aye Motion Carried

**COMMUNICATIONS AND PETITIONS**

**TOWN/HIGHWAY SUPERINTENDENT/ATTEND ADVOCACY CAMPAIGN**

The Town Clerk read a letter of request from Jon Miller, Highway Superintendent to the Town Board Members as follows. I am respectfully requesting permission to attend the 2025 Grass Roots Advocacy Campaign held on March 4<sup>th</sup> and 5<sup>th</sup>. The cost to attend will not be more than \$500.00. The Supervisor entertained a MOTION to approve the request. MOTION made by Councilman Horanburg, second by Councilman Coleman on the question. Hearing no questions, all were in favor, no one was opposed.  
All present voted Aye Motion Carried

**TOWN/RENEW MOBILE HOME PARK LICENSE FOR 2024**

The Town Clerk requested approval from the Board to issue a Mobile Home Park License for the 2025 Calendar Year, to Donald and Judith Braun, for their park located at 3265 Lockport Olcott Road, Newfane, New York. The Supervisor entertained a MOTION to approve the request to issue the Mobile Home Park License for the 2025 Calendar Year. MOTION made by Councilwoman

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

All present voted Aye

Motion Carried

**REPORTS OF COMMITTEES AND DEPARTMENT HEADS**

The following department heads were in attendance and gave a report on their department. The Supervisor reported on behalf of Jon Miller, Highway Superintendent/Water Superintendent, who has been extremely busy keeping up with the roads and fixing some water main leaks. Nick Irr, Chief Operator of the WWTP reported that everything at the Plant is running well. We have been working on miscellaneous repairs. The contractors are working on the electrical system in the north section at the plant and hoping to have the HVAC completed in the next couple of weeks. David Schmidt, Building Inspector/Code Enforcement Officer, reported that he is still organizing and putting together new procedure plans based on what has come before our previous building inspectors as well as new things that are now beginning to come in. Karen Young, Tourism Committee, reported that they have a new Committee Member, Kris DeGlopper Banks. She is hoping that the new Visitor Guide Books will start being delivered next week. The Members of the Tourism Board have all taken shifts to work at the Fishing Expo coming up in Niagara Falls and, at the present time, are updating the website with all the events scheduled for the 2025 calendar year.

**NEW BUSINESS**

**TOWN/SUPERVISOR/RESOLUTION #2-2025/ PAYMENT OF CLAIM/MINEKIME RESOLUTION AUTHORIZING PAYMENT FOR CLAIM OF LLOYD M. MINEKIME**

WHEREAS, the Town Board of the Town of Newfane has received a claim for overpayment of a tax charge in the amount of \$314.34, made by the Town to Lloyd M. Minekime, and the said Lloyd M. Minekime has made a claim against the Town for return of said overpayment, WHEREAS, after review of said claim, it appears to be meritorious, and therefore should be paid by the Town, NOW THEREFORE, BE IT RESOLVED, that the Supervisor be, and is hereby directed to pay said claim. The Supervisor indicated that there was a clerical error on Mr. Minekime’s assessment. After researching the property status it was determined that Mr. Minekime overpaid by the amount of \$314.34. The Supervisor entertained a MOTION to approve the payment of the claim. MOTION made by Councilman Coleman, second by Councilman Robinson on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye

Motion Carried

**TOWN/SUPERVISOR/2025 FEE AGREEMENT/HAWKINS DELAFIELD & WOOD LLP**

The Supervisor indicated that Hawkins, Delafield & Wood, LLP. is our new Bond Counsel. They are monitoring our Environmental Facilities Corporation Grant and they are also overseeing the Bond that we have applied for. We have worked with them in the past and found them to be efficient, very direct and we were pleased to work with them. The Supervisor entertained a MOTION to direct him to sign the 2025 Fee Agreement with Hawkins, Delafield & Wood LLP. MOTION made by Councilman Horanburg, second by Councilwoman Neidlinger on the question. Hearing no questions, all were in favor, no one was opposed.

All present voted Aye

Motion Carried

**PAY BILLS**

The Supervisor entertained a MOTION to approve the payment of claims totaling \$947,084.29, bills paid in January, 2025, Vouchers #7445-37570, as audited by the Supervisor and Department Heads and as per Abstract Sheets dated 01/21/2025 which will be filed with the official record.

|                         |               |
|-------------------------|---------------|
| General Fund .....      | \$ 118,998.71 |
| Highway Fund .....      | \$ 125,215.04 |
| Water Fund .....        | \$ 139,246.92 |
| Sewer Fund .....        | \$ 93,978.22  |
| Lighting District ..... | \$ 8,049.04   |

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REGULAR MEETING continued

Refuse District ..... \$ 68,898.41  
Fire Prevention District ..... \$ 105.93  
Trust & Agency ..... \$ 3,995.64  
Capital Projects ..... \$ 388,596.38  
TOTAL APPROVED ..... \$ 947,084.29

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

All present voted Aye

Motion Carried

**PUBLIC COMMENTS**

Larry Dormer, Exchange Street, wanted to commend Mary for the extra effort in putting out public notices for all the Meetings being held as they are now appearing on the sign board, the town calendar and the website. The transparency is greatly appreciated, and no one should now have any reason to complain. Larry also asked what the procedure would be to request a stop sign being installed near the Elementary School at the intersection of McKee Street and Transit, forcing traffic exiting the elementary school heading north to stop. The traffic situation when the buses deliver children and when leaving the school after dismissal is very dangerous. The cars that are lining up on the side of the roads are not only blocking traffic, but also the entrance driveways to the Justice Court, the Highway and Water Departments, and the Credit Union. The Supervisor responded to Larry by firstly thanking him for noticing our continued efforts to improve our transparency with our residents. Secondly, by stating that we share your frustration with the traffic situation. He stated that he has spoken with the School Superintendent previously about this. The Superintendent also realizes that it is a problem and also realizes that our tax dollars are paying for bus transportation that is not being properly utilized as a result of students being dropped off and picked up rather than riding the bus transportation provided to them. The Supervisor requested Larry put something in writing and he will follow up with our Highway Superintendent to see what can be done.

**ANNOUNCEMENTS/COMMENTS FROM THE BOARD**

Councilwoman Neidlinger advised the Board that the School Superintendent attended a Business Association Meeting and wanted to thank the Highway and Water Department for doing such a good job on our roads and sidewalks. He indicated they are kept better than in any other Town he has ever seen. She also advised that the Newfane Central School children will be putting together a video of the events in Town. Anyone who would like to provide information of happenings and events is welcome to do so. They would like to attend and take pictures to put together for this wonderful project.

The Supervisor announced the Greater Niagara Fishing Expo in Niagara Falls is scheduled for February 13<sup>th</sup> through the 16<sup>th</sup> as is always a great time.

Next Work Session is Thursday, February 13<sup>th</sup> at 7:00 p.m.

Next Town Board Meeting is Wednesday, February 26<sup>th</sup> at 7:00 p.m.

**ADJOURN**

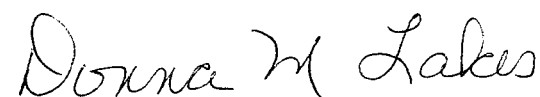
The Supervisor entertained a MOTION to adjourn. Motion made by Councilwoman Neidlinger, second by Councilman Coleman on the question. Hearing no questions all were in favor, no one was opposed.

All present voted Aye

Motion Carried

Meeting adjourned at 7:23 p.m.

Respectfully submitted,



Donna M. Lakes  
Town Clerk