

April 6, 2020

The Regular Town Board meeting of the Town of Wheatfield was held April 6, 2020 at 5:30 p.m. at Wheatfield Town Hall, 2800 Church Road, North Tonawanda, County of Niagara and State of New York to audit bills and to conduct any other business coming before the Town Board.

PRESENT: Supervisor Don MacSwan, Councilman Larry Helwig, Gilbert Doucet, Randy Retzlaff, Curt Doktor, Town Attorney Matthew Brooks, Town Clerk Kathleen Harrington-McDonell

Moved by Councilman Retzlaff and seconded by Councilman Doktor to accept the minutes of March 19, 2020 as presented.

This motion was CARRIED: AYES 4 – NAYS 0 – ABSTAIN 1 Councilman Doucet

Moved by Councilman Helwig and seconded by Councilman Doucet to approve the April 6, 2020 bill payment for voucher #20200412– 20200487 in the amount of \$81,960.84

General Fund	\$	24,301.40
Highway	\$	4,788.12
Water/Sewer	\$	4,335.43
Trust & Agency	\$	32,540.00
Fire	\$	156.00
Refuse	\$	156.20
Pre-paid	\$	15,683.69

This motion was CARRIED: AYES 5 - NAYS 0.

Moved by Councilman Helwig and seconded by Supervisor MacSwan;

Be It Resolved that this Town Board does hereby approve the following 2019 year-end budget transfers in order to balance out various appropriation expense accounts.

<u>Account No.</u>	<u>Description</u>	<u>From</u>	<u>To</u>
A.1110.0200	Justices Equip	\$ 240	
A.1110.0100	Justices Pers		\$ 240
A.1220.0400	Supervisor Contr	2,000	
A.1220.0100	Supervisor Pers		2,000
A.1340.0400	Budget Contr	190	
A.1340.0100	Budget Pers		190
A.1410.0200	Town Clerk Equip	1,680	
A.1410.0100	Town Clerk Pers		1,680
A.1420.0400	Attorney Contr	3,770	
A.1410.0400	Town Clerk Contr		1,920
A.1420.0100	Attorney Pers		1,750
A.1430.0100	Human Resources Pers		100
A.1670.0400	Central Print/Mail Contr	5,870	
A.1620.0400	Town Hall Contr		5,130
A.1680.0100	Central Data Process Pers		740
A.3120.0100	Constable Pers	4,440	
A.3120.0400	Constable Contr		4,440
A.3630.0100	Electrical Insp Pers	1,600	
A.3630.0400	Electrical Insp Contr		70
A.3650.0100	Building Inspector Pers		1,530
A.5010.0200	Supt of Highways Equip	2,000	
A.5010.0400	Supt of Highways Contr	1,850	
A.5010.0100	Supt of Highways Pers		3,850
A.7020.0200	Recreation Admin Equip	1,400	
A.7020.0400	Recreation Admin Contr		1,300
A.7510.0100	Historian Pers		100
A.7620.0400	Community Center Contr	1,810	
A.7620.0100	Community Center Pers		1,810

April 6, 2020

A.8025.0100	Wheatfield Enhance Pers	750	
A.8025.0400	Wheatfield Enhance Contr		750
A.9010.0800	Retirement	8,000	
A.9030.0800	Social Security		2,900
A.9060.0800	Medical Insurance		5,100
A.8090.0400	Environ Control Contr	31,000	
A.5182.0400	Street Lighting Contr		10,300
A.9901.0901	Transfer to Other Funds		20,700
F.8310.0400	Water Administration Contr	1,220	
F.8310.0100	Water Administration Pers		1,220
F.8340.0400	Water Trans/Dist Contr	14,700	
F.8320.0400	Water Contractual Expenses		14,700
G.8110.0400	Sewer Administration Contr	940	
G.8110.0100	Sewer Administration Pers		940
	Totals	<u>\$ 83,460</u>	<u>\$83,460</u>

This motion was CARRIED: AYES 5 – NAYS 0.

Moved by Councilman Doucet and seconded by Councilman Retzlaff to accept the attached proposal from Armory Associates, LLC for actuarial services for the Governmental Accounting Standard Board (GASB) Statement No. 75 Other Post Employment Benefits Other Than Pensions (OPEB) at their proposed cost of \$3,200 for the year ending December 31, 2020 and \$1,200 for the year ending December 31, 2021 for a total cost of \$4,400 with an option to extend their services for an additional two years at the same cost of \$3,200 for 2022 and \$1,200 for 2023 for a total cost of \$4,400 and to authorize the Supervisor to sign any applicable agreement or contract subject to the approval of the Town Attorney.

This motion was CARRIED: AYES 5 - NAYS 0.

Moved by Supervisor MacSwan and seconded by Councilman Doktor to re-appoint Justin Higner to the Town of Wheatfield Assessment Review Board to an additional full term, as his prior term has expired.

This motion was CARRIED: AYES 5 – NAYS 0.

Moved by Councilman Retzlaff and seconded by Councilman Doktor to hire summer seasonal help for the Recreation Department, the following individuals as Grounds staff:

- a. Kevin Bainbridge
- b. Zach Belter
- c. Vince Capolupo
- d. Joe Conte
- e. Jack Hiwiller
- f. Nick Kocsis
- g. Brock Kroening
- h. Jack Mulcahy, and
- i. Matt Cicco,

and the following as summer seasonal Park Guards:

- a. Lisa Demler
- b. Alexis Eustice
- c. Alyssa Martin
- d. Tyler Belter
- e. Joe DeLabio, and
- f. Michael DeLabio,

and to hire Alex Haake as a part time permanent Groundskeeper.

All at the rate of pay and terms pursuant to Job Specifications of the Recreation Department's seasonal help and pending approval of Human Resources and a Niagara County criminal background check.

April 6, 2020

This motion was CARRIED: AYES 5 - NAYS 0.

Moved by Supervisor MacSwan and seconded by Councilman Doktor to hire John Wirth and other part-time laid off employees as needed to maintain grounds.

This motion was CARRIED: AYES 5 – NAYS 0.

Moved by Councilman Helwig and seconded by Councilman Doktor;

WHEREAS, the Federal Government and New York State has made numerous announcements and directives regarding the continuing response to the Corona Virus (COVID-19), and

WHEREAS, the Town of Wheatfield must take into account these recent developments and those that occurred over the past few days regarding the Corona Virus (COVID-19), together with the State of Emergency that was declared in Niagara County, and

WHEREAS, Town Supervisor Don MacSwan, issued as State of Emergency Declaration for the Town of Wheatfield effective March 16, 2020, and the Town Board of Wheatfield by resolution on March 19, 2020 approved and supported said State of Emergency Declaration, and

WHEREAS, to authorize Wheatfield Town Supervisor, Don MacSwan, to be delegated the authority to cancel a scheduled Town Board Meeting and to schedule and cancel Special Town Board meetings pursuant to Town Law Section 62, due to the Corona Virus Emergency, a Town Board resolution is required;

NOW, THEREFORE, BE IT RESOLVED,

THAT, pursuant to Section 62 of the New York State Town Law, Wheatfield Town Supervisor, Don MacSwan, is hereby delegated the authority to cancel a scheduled Town Board Meeting and to schedule and cancel Special Town Board meetings, and said delegation of authority is due to the flexibility of meeting scheduling necessary during the current Corona Virus Emergency, and

THAT, this delegation of authority has been granted due to Corona Virus – COVID-19. This situation threatens the public health and safety, and

THAT, this delegation of authority requires that the Town Board will be informally polled prior to any meeting change and that any such meeting change will be publicized on the Town website and published whenever reasonably possible, and

THAT, this delegation of authority will only last during the Corona Virus emergency situation.

This motion was CARRIED: AYES 5 - NAYS 0.

Moved by Supervisor MacSwan and seconded by Councilman Helwig to approve a Town of Wheatfield Resolution for the Wheatfield Veterans Memorial as it Relates to the Town of Wheatfield's Master Plan

WHEREAS, the Town of Wheatfield seeks to expand its availability of accessible cultural, heritage, and educational sites with opportunities to engage, educate, increase awareness and provide an outdoor area to honor all branches of the US military and host remembrances for the fallen heroes of the United States.

WHEREAS, the existing areas in Wheatfield dedicated to Veterans' memorial activities existing recreational facilities suffer from a lack of parking and non-compliance with ADA regulations;

WHEREAS, the Town of Wheatfield Comprehensive Plan has not been updated since 2012;

April 6, 2020

WHEREAS, it has been determined by the Wheatfield Veterans Memorial Inc. committee that the best location for construction of a permanent Veterans Memorial in Wheatfield is contiguous to the Wheatfield Town Hall for permanent preservation to

remain in the public domain in perpetuity;

NOW, THEREFORE, BE IT RESOLVED,

THAT, in lieu of a Parks and Recreation Master Plan, this resolution serves to affirm that this project is consistent with the Town of Wheatfield's Comprehensive Plan.

This motion was CARRIED: AYES 5 - NAYS 0.

Moved by Councilman Retzlaff and seconded by Councilman Doktor to approve a Town of Wheatfield Resolution in Support of the Wheatfield Veterans Memorial Inc. Grant Application to the Niagara River Greenway Commission.

WHEREAS, the Town of Wheatfield owns land on and surrounding the Town Hall, located at 2800 Church Road in the Town of Wheatfield;

WHEREAS, the Wheatfield Veterans Memorial Inc. seeks to construct Veterans Memorial, a public heritage, cultural and educational area on nearly 15,000 square feet of land owned and maintained by the Town of Wheatfield behind the town hall;

WHEREAS, the development of a permanent and centrally located Veterans Memorial in Wheatfield to honor all four branches of the United States military will provide important cultural, heritage and educational purposes;

WHEREAS, the Town of Wheatfield will provide the project oversight and maintenance following the completion of the project in perpetuity;

NOW, THEREFORE, BE IT RESOLVED,

THAT, the Town of Wheatfield Town Board supports the development of the Wheatfield Veterans Memorial and the efforts of the committee to seek grant funding from the Niagara River Greenway Commission; and,

NOW, BE IT FURTHER RESOLVED,

THAT, Connie D. Miner & Co. Grants Consultants be authorized and directed to complete the necessary application, forms, and attachments to be submitted through the Niagara River Greenway Commission Funding Application for the purpose of securing this grant.

This motion was CARRIED: AYES 5 – NAYS 0.

Moved by Supervisor MacSwan and seconded by Councilman Helwig to adjourn at 6:24 pm

This motion was CARRIED: AYES 5 - NAYS 0.

Respectfully submitted,

Kathleen Harrington-McDonell
Town Clerk