

January 6, 2020

---

The Regular Town Board meeting of the Town of Wheatfield was held January 6, 2020 at 7:00 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,

**PUBLIC INPUT** – resident asked about drainage Witmer Road and requested florescent tape to stop sign at Witmer and Ferchen

Moved by Councilman Retzlaff and seconded by Councilman Helwig to accept the minutes of December 16, 2019 as presented.

**This motion was CARRIED: AYES 5 – NAYS 0.**

Moved by Councilman Doucet and seconded by Councilman Doktor to accept the minutes of January 2, 2020 as presented.

**This motion was CARRIED: AYES 5 – NAYS 0.**

Moved by Councilman Retzlaff and seconded by Councilman Doktor to approve the January 27, 2020 bill payment for voucher #20192379– 20192480 in the amount of \$426,069.68 as follows

General Fund	\$59,508.67
Highway	\$23,476.87
Water/Sewer	\$18,883.98
Trust & Agency	\$18,216.00
Spec. Dist/Light	\$ 2,097.33
Fire	\$29,129.00
Pre-paid	\$274,757.83

**This motion was CARRIED: AYES 5 - NAYS 0.**

Moved by Councilman Retzlaff and seconded by Councilman Doucet to authorize the Supervisor to sign Wendel’s contract for providing Town Engineering and Planning Services for 2020. Subject to Town Attorney review.

**This motion was CARRIED: AYES 5 – NAYS 0.**

2020 Wendel  
contract

Moved by Councilman Helwig and seconded by Councilman Doktor to authorize Wendel to provide GIS support services during 2020. In accordance with Wendel’s proposal dated January 2, 2020, a Lump Sum fee of \$4,950.00 will be paid for WMA Site Hosting and ArcGIS Data Collector Application Subscription, and a Time and Expense budget (not-to-exceed) of \$5,050.00 will be established for GIS/GPS Support and Training tasks described in the proposal. Total authorization is for \$10,000.00.

**This motion was CARRIED: AYES 5 – NAYS 0.**

GIS services  
Wendel

Moved by Supervisor MacSwan and seconded by Councilman Doktor to approve and authorize the Town Highway Department to continue the Town’s past practice of providing snowplow services for the American Legion and the Lion’s Club on Ward Road in the Town of Wheatfield, as has been done in the past, pursuant to Recreational Leases, for the Winter snowplow season of 2019-2020. Said services shall continue to be performed in exchange for Town use of the American Legion’s and Lion’s Club recreational facilities, including baseball

Hwy.  
continue  
snowplow  
American  
Legion/Lions  
per leases

January 6, 2020

---

fields, the Five Senses Park, and other events to be scheduled on said premises

sponsored by the Town, together with the Town and Town residents' use of the American Legion and Lion's Club's parking. Said permission is temporarily granted for the 2019-2020 snowplow season until an updated and more permanent Recreational Lease is put into place.

**This motion was CARRIED: AYES 5 - NAYS 0.**

Moved by Councilman Doucet and seconded by Councilman Retzlaff to approve and authorize the Town Recreation Department to add an additional fee to the Town Fee Schedule for Town Park pavilion rentals to allow non-town residents to rent Town Park pavilions for an addition \$20 fee to be added on regular resident pavilion rental fees. Said non-resident pavilion rentals fees are hereby added to the Town fee schedule.

Add fee  
for non-  
resident  
pavilion  
rental

**This motion was CARRIED: AYES 5 - NAYS 0.**

Moved by Supervisor MacSwan and seconded by Councilman Retzlaff to authorize the Town of Wheatfield to approve the installation of two (2) new street lights and request said installation from National Grid. The Town General Lighting Fund will be responsible for the cost associated with the said new street lights. Said new authorized street lights will be located as follows:

New street lights  
Shawnee/Forest Lake  
Witmer/Crestwood

a. 7434 Shawnee Road at the corner of Shawnee Road and Forest Lake Park. Said street light is requested to be a 48 watt LED; and

b. 6909 Witmer Road at the corner of Witmer Road and Crestwood. Said street light is requested to be a 48 watt LED.

**This motion was CARRIED: AYES 5 - NAYS 0.**

Moved by Councilman Doktor and seconded by Supervisor MacSwan to approve and authorize the Town of Wheatfield Highway Department to install No Parking signs on the access road intersecting Wilrose Court, and to make said area a no parking zone.

No parking sign  
Wilrose Ct.

**This motion was CARRIED: AYES 5 - NAYS 0.**

Moved by Supervisor MacSwan and seconded by Councilman Doktor to enter Executive Session at 7:17 pm to discuss personnel matter in the Recreation Department.

**This motion was CARRIED: AYES 5- NAYS 0.**

Moved by Councilman Helwig and seconded by Supervisor MacSwan to come out of Executive Session at 7:30 pm.

**This motion was CARRIED: AYES 5- NAYS 0.**

Moved by Councilman Doucet and seconded by Councilman Retzlaff to change Dave Stahlman's position from Laborer step 3 to Head Grounds Person step 3.

Dave Stahlman  
Laborer to  
Grounds

**This motion was CARRIED: AYES 5 - NAYS 0.**

Moved by Councilman Doktor and seconded by Councilman Helwig to change Ed McIvor's position permanent part-time and from grade 3 to grade 5.

**This motion was CARRIED: AYES 5 - NAYS 0.**

Ed McIvor to  
permanent &  
grade change

January 6, 2020

---

The next meeting is scheduled for January 27, 2020 at 7:00 pm and a work session with Fred Mallone at 6:45 pm.

Moved by Supervisor MacSwan and seconded by Councilman Helwig to adjourn at 7:34 pm.

**This motion was CARRIED: AYES 5- NAYS 0.**

Respectfully submitted,

Kathleen Harrington-McDonell  
Town Clerk