

A Meeting of the Town Board of the Town of Orchard Park, Erie County, New York, was held at the Orchard Park Municipal Center, S4295 South Buffalo Street, Orchard Park, New York on the 3rd day of April 2024 at 6:27 PM, the meeting was called to order by Supervisor Eugene Majchrzak and there were:

PRESENT AT ROLL CALL:

	Eugene Majchrzak	Supervisor
Absent	Joseph Liberti	Councilmember
	Julia Mombrea	Councilmember
	Scott Honer	Councilmember
	John Mariano	Councilmember
	Remy Orffeo	Town Clerk
Via Phone	Timothy D. Gallagher	Town Attorney
	Tom Minor	Building Inspector
	Gregory Sheppard	Police Captain of Administration
Absent	Andrew Slotman	Highway Superintendent
Absent	Wayne Bieler	Town Engineer

Supervisor Majchrzak read into the record the following: “If anyone appearing before the Town Board has a family, financial or business relationship with any member of the Board, it is incumbent upon that person to make it known under State Law and the Town Code of Ethics.”

1) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR MAJCHRZAK, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MOMBREA, TO WIT:

RESOLVED, that the Town Board does hereby approve the Regular Meeting Minutes: March 20, 2024 and Special Session: March 27, 2024; and be it further

RESOLVED, that the reading of these minutes be dispensed with as each member of the Town Board has previously received copies thereof.

The resolution was unanimously adopted.

PUBLIC COMMENT ON NEW BUSINESS

No one came forward

New Business #1 Approve the change to the Board of Assessment Review 2024 Hearing Hours

2) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR MAJCHRZAK, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MOMBREA, TO WIT:

WHEREAS, New York State (NYS) Real Property Tax Law (RPTL 524 & 525) grants the Board of Assessment Review (BAR) the authority to establish its own procedures; and

WHEREAS, New York State (NYS) Real Property Tax Law (RPTL 525) states:
§ 525. Hearing and determination of complaints and ratification of assessment stipulations. 1. The board of assessment review shall fix the place or places for the hearing of complaints in relation to assessments and fix the hours of such hearing, which hours shall be for a period of at least four hours, not necessarily continuous between nine o'clock in the morning and ten o'clock in the evening but in no event less than two hours after six o'clock in the evening; and

WHEREAS, the BAR wishes to change the current Public Hearing times of 2:00PM-5:00PM & 7:00PM-9:00PM into a single session Hearing to commence between the hours of 4:00PM-8:00PM.

NOW, THEREFORE be it

RESOLVED, that the Town Board does hereby approve the change to the Board of Assessment Review 2024 Hearing Hours, as recommended by the Town Assessor.

The resolution was unanimously adopted.

New Business #2 Extend the appointment of Bookkeeper to the Supervisor

3) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR MAJCHRZAK, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER HONER, TO WIT:

WHEREAS, Lisa McClean’s previous expertise in Kronos will play a key role in making the Kronos/WFTS conversion a success; and

WHEREAS, Lisa’s fulltime end date was March 15, 2024.

NOW, THEREFORE be it

RESOLVED, that the Town Board does hereby extend the appointment of Lisa McClean as Bookkeeper to the Supervisor through the Kronos/WFTS conversion, effective March 25, 2024 at a pay rate of \$30.00 per hour. This is a part time nonunion position as recommended by the Town Supervisor. The funding is available in the 2024 budget.

The resolution was unanimously adopted.

New Business #3 Appoint 2024 part time staff for the Orchard Park Recreation Department

4) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER HONER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MARIANO, TO WIT:

RESOLVED, that the Town Board does hereby appoint part time 2024 Recreation Department staff to the Town of Orchard Park Recreation Department effective 5/11/2024 as recommended by the Director of Recreation; and be it further

RESOLVED, that a list of the appointees is on file in the Town Clerk’s office.

The resolution was unanimously adopted.

New Business #4 Appoint part time Cleaner to the Maintenance Department

5) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER MOMBREA, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MARIANO, TO WIT:

RESOLVED, that the Town Board does hereby appoint Amy Stewart as part time Cleaner for the Maintenance Department, effective April 4, 2024 at a pay rate of \$16.00 per hour, as recommended by the Maintenance Director. This is a 12-15 hour per week non-union position.

The resolution was unanimously adopted.

New Business #5 Amend the Town Personnel Manual

6) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR MAJCHRZAK, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MARIANO, TO WIT:

WHEREAS, the Orchard Park Town Board has the right to amend the Town's Personnel Manual.

NOW, THEREFORE be it

RESOLVED, that the Town Board does hereby amend the Personnel Manual adopted on August 2, 2023, amended November 15, 2023, and further amended on February 21, 2024 as follows:

Crew Chiefs are eligible for a \$500.00 annual Clothing Allowance and \$300.00 toward the completion of a CDL license.

The resolution was unanimously adopted.

BUSINESS FROM THE FLOOR

Rosalind Wiltse spoke regarding construction vehicle concerns in the Birdsong Estates Subdivision.

Paul Zak asked for an update on the Bieler Road speed limit issue.

ELECTED OFFICIALS & DEPARTMENT MANAGERS

Supervisor Eugene Majchrzak addressed the Bieler Road Speed limit issue.

Building Inspector Tom Minor addressed concerns regarding construction vehicles in the Birdsong Estates Subdivision.

7) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR MAJCHRZAK, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MOMBREA, TO WIT:

RESOLVED, that the Town Board does hereby authorize the approval of all entries on Warrant #7 following auditing by members of the Town Board and in the funds indicated:

General Fund	\$48,891.03
Public Safety Fund	\$6,780.50
Part Town Fund	\$1,084.09
Risk Retention	-0-
Cemetery Fund	-0-
Highway Fund	\$5,545.00
Special Districts	\$1,351.61
Trust & Agency	\$4,504,615.11
Capital Fund	\$89,657.84

The resolution was unanimously adopted.

COMMUNICATIONS

8) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER MARIANO, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MOMBREA, TO WIT:

RESOLVED, that the Town Board does hereby receive and file the Erie County Hazardous Waste Collection Event to be held on April 13, 2024.

The resolution was unanimously adopted.

There being no further business, on a motion by Supervisor Majchrzak, seconded by Councilmember Mombrea, the meeting adjourned at 6:45 pm (local time).

Respectfully Submitted,

**Remy C. Orffeo
Town Clerk**