

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 5<sup>th</sup> day of February 2025 at 7:09 PM, the meeting was called to order by Supervisor Eugene Majchrzak and there were:

**PRESENT AT ROLL CALL:**

|         |                      |                        |
|---------|----------------------|------------------------|
|         | Eugene Majchrzak     | Supervisor             |
|         | Joseph Liberti       | Councilmember          |
| Excused | Julia Mombrea        | Councilmember          |
|         | Scott Honer          | Councilmember          |
|         | John Mariano         | Councilmember          |
|         | Remy Orffeo          | Town Clerk             |
|         | Timothy D. Gallagher | Town Attorney          |
|         | Tom Minor            | Building Inspector     |
|         | Patrick Fitzgerald   | Chief of Police        |
|         | Andrew Slotman       | Highway Superintendent |
|         | 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 LIBERTI, TO WIT:**

**RESOLVED**, that the Town Board does hereby approve the Regular Meeting Minutes: January 15, 2025 and the Organizational Meeting Minutes: January 15, 2025; 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 HEARING  
Regarding Rezoning 10 Cobham Drive (SBL#'s 161.18-2-2 & 161.18-2-1)  
Zoned I-1 & R-3 to I-1 Industrial.**

At 7:10PM (local time) Supervisor Majchrzak called for the Public Hearing to hear all interested parties regarding the proposed rezoning of 10 Cobham Drive (SBL#'s 161.18-2-2 & 161.18-2-1) Zoned I-1 & R-3 to I-1 Industrial.

Affidavits of Publication and Posting of the Legal Notice of the Public Hearing were presented, and read aloud, and filed with the Town Board by the Town Clerk.

Supervisor Majchrzak asked if anyone is interested in speaking or making a comment.

Robert Lockhart came forward to speak against the proposed rezoning.

Molly Van Lieu came forward to speak against the proposed rezoning.

Linda Van Valkenburgh came forward to speak against the proposed rezoning.

Judy Cusur came forward to speak against the proposed rezoning.

Jerry Jenkins came forward to speak against the proposed rezoning.

Cathy Fraley came forward to speak against the proposed rezoning.

Bill Davenport came forward to speak against the proposed rezoning.

Ann Przybylski came forward to speak against the proposed rezoning.

Mike Hines came forward to speak in favor of the proposed rezoning.

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

**RESOLVED**, that the Town Board does hereby close the Public Hearing regarding the proposed rezoning of 10 Cobham Drive (SBL#'s 161.18-2-2 & 161.18-2-1) Zoned I-1 & R-3 to I-1 Industrial at 7:44PM.

**The resolution was unanimously adopted.**

3) **The Town Board stated that they will vote on the item at a later date.**

#### **PUBLIC COMMENT ON NEW BUSINESS**

No one came forward

**New Business #1 Authorize the current members of the Board of Assessment Review to select a chairperson for the year 2025**

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

**RESOLVED**, that the Town Board does hereby authorize the current members of the Board of Assessment Review (BAR) to select a chairperson for the BAR for the year 2025.

**The resolution was unanimously adopted.**

**New Business #2 Appoint Assessor Nancy Kenlon**

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

**RESOLVED**, that the Town Board does hereby reappoint Nancy A. Kenlon, being a State Certified Assessor, to the position of Town Assessor effective October 1, 2025 through September 30, 2031 at the rate adopted annually in the Town Budget. This 6 year term is in accordance with NYS Real Property Tax Law Article 3 Title 2 Sub Section 310.

**The resolution was unanimously adopted.**

**New Business #3 Approve pay rate for Dave Holland.**

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

**WHEREAS**, David Holland retired from the Orchard Park Building Department at a position Range 0011 year E; and

**WHEREAS**, the Orchard Park Building Department has hired Dave Holland as a part time employee at a position Range 0011 year E; and

**WHEREAS**, the Orchard Park Building Department utilizes Dave Holland as a New York State Certified Code Enforcement Officer; and

**WHEREAS**, the Orchard Park Building Department utilizes Dave Holland for construction review; and

**WHEREAS**, the Orchard Park Building Department utilizes Dave Holland for code review, as regarding Planning Board applications; and

**WHEREAS**, the Orchard Park Building Department utilizes Dave Holland for administrative review and a liaison to other municipal departments; and

**WHEREAS**, the Orchard Park Building Department utilizes Dave Holland to clarify institutional knowledge to the Orchard Park Building Department staff; and

**WHEREAS**, the Orchard Park Town Board currently reviewed his valued institutional knowledge and many contributions provide by Dave Holland; and

**WHEREAS**, David Holland's efforts reflect a position Range 0011 year E and shall be given yearly increases to remain constant with the current CSEA White Collar Agreement salary schedule listed for a position Range 0011 year E; and

**WHEREAS**, David Holland s efforts reflect a position Range 0011 year E and the yearly increases shall follow the current CSEA White Collar Agreement salary schedule, while employed in the position of Range 0011 year E.

**NOW, THEREFORE be it**

**RESOLVED**, that the Orchard Park Town Board does hereby increase Dave Holland's pay rate to the position of Range 0011 year E, hourly rate of \$ 37.26 and in the future increase his rate constant with the White Collar Union Agreement schedule, without retro payment.

**The resolution was unanimously adopted.**

**New Business #4 Approve Collective Bargaining Agreement with Orchard Park Police.**

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

**WHEREAS**, the collective bargaining agreement between the Town of Orchard Park ("TOWN") and the Orchard Park Police Benevolent Association ("PBA" or "Union") expired on December 31, 2023; and

**WHEREAS**, the Town and the Union have agreed upon terms of a Tentative Agreement for a new collective bargaining agreement for the period of January 1, 2024 to December 31, 2027; and

**WHEREAS**, the Town Board has reviewed the terms of this new agreement with both financial and legal advisers; and

**WHEREAS**, the Town Board finds the wage increases included in this new collective bargaining agreement to be fair and competitive for both the residents and taxpayers in the Town and the employees of the Police Department covered by the terms of this agreement; and

**WHEREAS**, the members of the PBA overwhelmingly ratified the terms of this new collective bargaining agreement on Friday, January 3, 2025; and

**WHEREAS**, the Town Board believes that the approval of this new collective bargaining agreement is in the best interests of the Town and its Police Department.

**NOW**, upon due consideration and review, the Town Board of the Town of Orchard Park

**RESOLVED**, that pursuant to section 204-a of the Civil Service Law, the Town Board legislatively approves the terms of the 2024 to 2027 collective bargaining agreement negotiated between the Town and the PBA and set forth in the Tentative Agreement exchanged between these parties and ratified by the PBA; and be it further

**RESOLVED**, that after review and approval by legal counsel, the Town Supervisor is authorized to execute a collective bargaining agreement with the PBA setting forth the agreed upon terms for the period of January 1, 2024 through December 31, 2027.

Town Clerk Remy Orffeo called for a roll call vote:

|                       |     |
|-----------------------|-----|
| Supervisor Majchrzak  | Aye |
| Councilmember Mariano | Aye |
| Councilmember Liberti | Aye |
| Councilmember Honer   | Aye |

**The resolution was unanimously adopted.**

**New Business #5 Supervisor to sign the Orchard Park White Collar Unit Agreement.**

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

**RESOLVED**, that the Town Board does hereby authorize the Supervisor to sign the ratified Tentative Agreement by and between the Town of Orchard Park and the Civil Service Employees Association, Inc., AFSCNME, Local 1000, AFL-CIO/Town of Orchard Park White Collar Unit, covering the years from January 1, 2025 to December 31, 2029.

Town Clerk Remy Orffeo called for a roll call vote:

|                       |     |
|-----------------------|-----|
| Supervisor Majchrzak  | Aye |
| Councilmember Mariano | Aye |
| Councilmember Liberti | Aye |
| Councilmember Honer   | Aye |

**The resolution was unanimously adopted.**

**New Business #6 Approve the Senior Van Funding.**

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

**WHEREAS**, the Erie County Going Places van is a valuable service to the residents of the Town of Orchard Park, Village of Orchard Park and the Town of Boston; and

**WHEREAS**, the Van drivers have not had a pay increase since 2022

**WHEREAS**, a wage increase is included in the 2025 budget;

**NOW, THEREFORE** be it

**RESOLVED**, that the Town Board does hereby authorize the following:

- **Effective January 1, 2025**, an hourly wage increase of \$1.00 is approved for the Senior Van drivers.
- Current rate of pay is \$16.00, which will increase to \$17.00 per hour; and be it further

**RESOLVED**, that this resolution shall take effect immediately upon its adoption by the Town Board.

**The resolution was unanimously adopted.**

**New Business #7 Approve pay rate increase for Margaret Sanna.**

**10) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER LIBERTI, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER HONER, TO WIT:**

**WHEREAS**, Margaret Sanna is a valuable asset to the Town of Orchard Park Senior Center; and

**WHEREAS**, her contributions have significantly enhanced the overall operations and success of the Senior Center; and

**WHEREAS**, the Town has recently increased wages for employees within the Orchard Park Senior Center; and

**WHEREAS**, these wage increases were not previously included in the 2025 budget;

**NOW, THEREFORE**, be it

**RESOLVED**, that the Town Board does hereby authorize the following:

- Effective February 5th, 2025, an hourly wage increase of \$1.00 is approved for Margaret Sanna.
- Her current hourly rate of pay is \$18.00, which will increase to \$19.00 per hour; and be it further

**RESOLVED**, that this resolution shall take effect immediately upon its adoption by the Town Board.

**The resolution was unanimously adopted.**

**New Business #8 Appoint Laborer to Highway Department**

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

**WHEREAS**, the Orchard Park Highway Department has a vacant laborer position; and

**WHEREAS** there are funds in the 2025 budget to fund a laborer position; and

**WHEREAS** Andrew Slotman, Orchard Park Highway Superintendent, has determined that Travis Thompson is ready and able to serve as a laborer in the Orchard Park Highway Department.

**NOW, THEREFORE** be it

**RESOLVED**, that based on the recommendation of Andrew Slotman, Orchard Park Highway Superintendent, Travis Thompson is appointed as a laborer in the Orchard Park Highway Department as a Blue Collar Laborer at Step 1 of the Blue Collar Contract at a rate of \$24.57 per hour effective February 3, 2025.

**The resolution was unanimously adopted.**

**New Business #9 Approve the Chief of Police’s salary and benefit changes.**

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

**RESOLVED**, that the Town Board does hereby approve effective immediately that the exempt salary of the Chief of Police shall be 57% higher than the highest base current salary of a police/patrol officer in the Orchard Park Police Department; and be it further

**RESOLVED**, for all other benefits [Holidays, personal leave, clothing allowance, longevity (7%), life insurance, contributions to medical and dental coverage, etc.], the Chief will receive, to the same extent and with the same conditions as received by a command officer pursuant to the Orchard Park Police Command Officers Association Collective Bargaining Agreement.

On the question: Longevity, benefits, and budgets were discussed amongst the Town Board members.

Town Clerk Remy Orffeo called for a roll call vote:

|                       |     |
|-----------------------|-----|
| Supervisor Majchrzak  | Nay |
| Councilmember Mariano | Aye |
| Councilmember Liberti | Nay |
| Councilmember Honer   | Aye |

**The resolution failed.**

**New Business #10 Approve the Allergy Awareness Action 5K.**

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

**RESOLVED**, that the Town Board does hereby approve the Special Event Permit request for the Allergy Awareness Action 5K Run to be held on Sunday May 18, 2025 from 10AM – 11:30AM pending departmental approvals and all fees have been paid.

**The resolution was unanimously adopted.**

**New Business #11 Approve the purchase of a 2018 Western Star 4700 Cab and Chassis with a Stellar Hook Lift for the Special Districts Department.**

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

**RESOLVED**, that based on the recommendation of Andrew Slotman, Highway Superintendent, the Town Board does hereby accept the Bid from Cyncon Equipment for the 2018 Western Star 4700 with a Stellar Hook lift with a purchase price of \$80,000.00, the budget code for the purchase will be WS002. This was the only bid submitted; and be it further

**RESOLVED**, that the Town Board authorizes Andrew Slotman to sign a Commitment to award the bid.

**The resolution was unanimously adopted.**

**New Business #12 Approve the purchase of a 2025 Freightliner 108SD Plus Chassis for the Highway Department.**

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

**RESOLVED**, that the Town Board does hereby accept the bid from Fleet Maintenance under the Onondaga County HD Contract # 0010914 for the 2025 Freightliner 108 SD Plus Chassis as spec in the submitted document with a purchase price for the 2025 4X4 Freightliner 108SD Plus Chassis of \$155,235.00, the budget code for the purchase will be DB5112 50475; and be it further

**RESOLVED**, that the Town Board authorizes Andrew Slotman to sign a Commitment to accept the quote, as recommended by Andrew Slotman, Highway Superintendent.

**The resolution was unanimously adopted.**

**New Business #13 Approve the Cash & Check receipt policy for the Recreation Department.**

16) 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 approve the following Cash Receipt Procedure Policy for the Recreation Department, created with the guidance of the Town's accounting firm Drescher & Malecki:

Cash & Check Receipt Procedures updated 1/2025

- We will take cash (U.S. only) or checks payable to "Town of Orchard Park". Checks must be stamped "For Deposit Only." Cash or checks can only be used for payment when registering in person at Recreation Department.  
Currently credit cards are accepted online, over the phone and in person at the Recreation Department.
- Credit cards only will be accepted at Green Lake Beach for boat rentals using the Activenet Registration software system the department has in place.
- It is expected that receipts will be given for every transaction (printed or emailed).
- The staff member conducting the transaction places all money (cash or check) from the transaction into the safe once the transaction is completed. They will not wait until the end of the day.
- Staff member conducting the transaction will verify all amounts as correct before placing into the safe with a note attached with the patron's name and what program/event the cash or check is designated for.
- All cash or check transactions are ran through Active.net, each staff member has a unique user ID. When cash receipt reports are ran it will identify who the staff person was that completed the transaction.
- Cash receipt reports are ran prior to making a deposit, the staff member making the deposit double checks to ensure the amount being deposited matches the amount listed on the cash receipt report. Any discrepancies will be brought to the Director and Assistant Directors attention and noted on the cash receipt report that is sent to the finance department.

**The resolution was unanimously adopted.**

**New Business #14 Approve pay rate adjustment for Michelle Faust in the Records Management Office.**

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

**WHEREAS**, Michelle Faust is a valuable asset to the Town of Orchard Park's Records Management Office; and

**WHEREAS**, her contributions have significantly enhanced the overall operations; and

**WHEREAS**, the Town has recently increased wages for employees within the Orchard Park Town Clerk's Office; and

**WHEREAS**, these wage increases were not previously included in the 2025 budget;

**NOW, THEREFORE, be it**

**RESOLVED**, that the Town Board does hereby authorize the following:

- **Effective February 5th, 2025**, an hourly wage increase is approved for Michelle Faust.
- Her current hourly rate of pay is \$18.77, which will increase to \$19.00 per hour; and be it further

**RESOLVED**, that this resolution shall take effect immediately upon its adoption by the Town Board.

**The resolution was unanimously adopted.**

**New Business #15 Approve appointment of Civil Engineer**

18) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER LIBERTI, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER LIBERTI, TO WIT:

**WHEREAS**, with the resignation of Jonathan Gladding on January 2, 2025, the Town Board approved the Advertisement for the vacate Assistant Civil Engineering and Junior Engineer Positions. Per Civil Service, there is not currently an active civil service list for either title. Erie County Department of Personnel has to be called for the New York State Department of Civil Service to call for a test for the Town of Orchard Park, as approved based on job classifications and duties but is currently vacant; and

**WHEREAS**, distinguishing features of the class Assistant Civil Engineer, includes: responsible direction and control of subordinates employees. This involves the assignments of work, approval of work, training, evaluation and discipline of employees. The supervisor aspects must be an integral part of the job, not incidental or occasional. Also performs engineering duties and liaison work in connection with the design, construction and maintenance of Town projects; oversees field surveys to obtain data for projects and programs; oversees the obtaining of property line data by survey for survey and deed descriptions use; computes engineering data either manually or through the use of computer; prepares engineering drawings for projects connected with Town plans and projects from surveys either manually or with CADD, or other computer programs; coordinates of construction crews; assists in designing bridges, sewage systems, water systems, drainage systems, highways and other Town projects; draws plans and specifications; makes inspections of projects under construction for conformance to plans and standards; assist with reports by compilation of data and providing preliminary drafts; inspects construction projects; and

**WHEREAS**, with the current work load of the Engineering Department, this title is recommended to assist in completing the various projects that develop as the Town's Infrastructure ages. The Engineering Department is searching to fill the Junior Engineer position as well.



Minimum qualifications include A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Civil Engineering and three years of experience in civil engineering field or B) Graduation from a regionally accredited or New York State registered college or university with a two year college or university with a degree in Engineering with five years of experience or C) An equivalent combination of training and experience as defined by limits of A) and B). This is the replacement of a vacant position within the Engineering Department which is currently funded with the 2025 budget. The wage range for Assistant Civil Engineer union title per the White Collar agreement is range 0013 \$30.65-\$39.80/hr (\$63,752.00-\$82,784.00) for 2024; and

**WHEREAS**, the Town Engineer is pleased to inform you that after searching and interviewing candidates for possible replacements, he has concluded that the best-qualified individual for the position is Kenneth W. Kostowniak. Mr. Kostowniak has worked assisting in the completion, of various projects for the Town of Hamburg from 2022 to 2024, Town of Orchard Park from 2019 to 2022, Village of Springville for five years as Superintendent of Public Works and the Village of Williamsville as a General Foreman for four years. Mr. Kostowniak graduated from the Erie Community College with an Associate in Mechanical Engineering Technology. Mr. Kostowniak has completed the challenges of the duties and responsibilities with the Town of Orchard Park with enthusiasm and performed his assignments with diligence and effectiveness and has agreed to work for the Town of Orchard Park again in the position of Assistant Civil Engineer and requested two weeks of vacation be reinstated.

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Board does hereby appoint Mr. Kostowniak to the position of Assistant Civil Engineer assigned to the Engineering Department at Range 0013, Step E \$39.80/hr. of the union wage schedule effective February 10, 2025 with a six-month probation period, pending meeting all Civil Service rules and regulations with two weeks of paid vacation as recommended by the Town Engineer.

**The resolution was unanimously adopted.**

**New Business #16 Authorize advertisement for bids regarding the Orchard Park Multi-Use Maintenance Facility & Topsoil Storage Barns.**

**19) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR MAJCHRZAK, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER LIBERTI, TO WIT:**

**WHEREAS**, C&S Companies is finalizing plans, specifications, and bid documents for the Orchard Park Multi-Use Maintenance Salt & Topsoil Storage Building Project. Plans and specifications for this project are available for review in the Engineering Department Office; and

**WHEREAS**, the work will commence with demolition of the existing structure, then the installation of foundations for an 82' X 100' salt storage building and a 42' X 60' topsoil storage building, associated drainage, electrical and paving work. The purchase and installation of the fabric covers for both structures will occur at a later date off of an existing state bid contract. Bid documents will be available February 11, 2025.

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Board does hereby authorize advertisement in the Orchard Park Bee for sealed bids for the Orchard Park Multi-Use Maintenance Fuel Facility to be opened on March 6, 2025 at 2:00 pm at the Orchard Park Municipal Center, Basement Meeting Room as recommended by the Town Engineer.

**The resolution was unanimously adopted.**

**New Business #17 Authorize advertisement for bids regarding the Orchard Park Little League Baseball Diamond Fencing Project.**

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

**WHEREAS**, Appel Osborne is finalizing plans, specifications, and bid documents for the Orchard Park Little League Baseball Diamond Fencing Project at the Thorn Ave. / Duerr Road Facility. Plans and specifications for this project are available for review in the Engineering Department Office; and

**WHEREAS**, the base bid work will entail the installation of a new backstop fencing, field fencing, foul poles and restoration. Alternates will be bid for dugouts, benches for the dugout, bullpen fencing, increasing the backstop height from 24' to 30', and installing 8 wooden poles for future field lighting. Bid documents will be available February 13, 2025.

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Board does hereby authorize advertisement in the Orchard Park Bee for sealed bids for the Orchard Park Little League Baseball Diamond Fencing Project at the Thorn Ave. / Duerr Road Facility to be opened on March 13, 2025 at 11:00am at the Orchard Park Municipal Center, Basement Meeting Room as recommended by the Town Engineer.

**The resolution was unanimously adopted.**

**New Business #18 Approve the Out-of-District Sewer Service Agreement between Orchard Park Sewer District No.18 and Cornell Cooperative Extension.**

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

**WHEREAS**, the Engineering Department has received correspondence requesting Out-of-District Sewer Service approval from Cornell Cooperative Extension Association of Erie County, for a proposed Facility and Campus on Burton Road. The property is located just outside the boundaries of Orchard Park Sanitary Sewer District No. 18, but the nearest available sanitary sewer mainline is located along Powers Road within the Orchard Park Sanitary Sewer District No. 18; and

**WHEREAS**, the completed Out-of-District Sewer Service Agreement is available for review in the Engineering department.

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Board does hereby approve the Out-of-District Sewer Service Agreement between Cornell Cooperative Extension Association of Erie County and Orchard Park Sewer District No. 18 for the Cornell Facility and Campus on Burton Road as recommended by the Town Engineer.

**The resolution was unanimously adopted.**

**New Business #19 Authorize the advertisement and calling for a Civil Service Exam for the Position of Assistant Civil Engineer.**

**22) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER LIBERTI, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER HONER, TO WIT:**

**WHEREAS**, at the January 8, 2025 Town Board Work Session, the Town Board approved the filing of the Assistant Civil Engineer position pending the vacancy. Due to the Engineering Department's work load, and Jonathan Gladding's resignation letter effective January 2, 2025 an additional position is vacant. Since no current list exists, the Town must call for an open competitive exam. Erie County Department of Personnel will prepare an open competitive examination for the Assistant Civil Engineer Title; and

**WHEREAS**, distinguishing features of the class Assistant Civil Engineer includes: responsible direction and control of subordinates employees. This involves the assignments of work, approval of work, training, evaluation and discipline of employees. The supervisor aspects must be an integral part of the job, not incidental or occasional. Also performs engineering duties and liaison work in connection with the design, construction and maintenance of Town projects; oversees field surveys to obtain data for projects and programs; oversees the obtaining of property line data by survey for survey and deed descriptions use; computes engineering data either manually or through the use of computer; prepares engineering drawings for projects connected with Town plans and projects from surveys either manually or with CADD, or other computer programs; coordinates of construction crews; assists in designing bridges, sewage systems, water systems, drainage systems, highways and other Town projects; draws plans and specifications; makes inspections of projects under construction for conformance to plans and standards; assist with reports by compilation of data and providing preliminary drafts; inspects construction projects; and

**WHEREAS**, minimum qualifications include A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Civil Engineering and three years of experience in civil engineering field or B) Graduation from a regionally accredited or New York State registered college or university with a two year college or university with a degree in Engineering with five years of experience or C) An equivalent combination of training and experience as defined by limits of A) and B).

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Board does hereby authorize the advertising and calling for the Civil Service Exam for the position of Assistant Civil Engineer for the Town of Orchard Park Engineering Department as recommended by the Town Engineer.

**The resolution was unanimously adopted.**

**BUSINESS FROM THE FLOOR**

Mary Chase spoke regarding the truck traffic issues on Bieler Road that have been ongoing for almost two years and the need for a third speed hump. She requested answers to her questions via phone, email, or meeting in person.

**ELECTED OFFICIALS & DEPARTMENT MANAGERS**

Supervisor Eugene Majchrzak addressed the Bieler Road truck traffic issues. He also congratulated Nancy Kenlon, Travis Thompson and Ken Kostowniak.

Councilmember Joseph Liberti welcomed back Travis Thompson and Ken Kostowniak. He also addressed the Bieler Road speed hump questions.

Councilmember Scott Honer welcomed back Travis Thompson, Ken Kostowniak, and Nancy Kenlon. He also thanked everyone who came forward to speak.

Councilmember John Mariano welcomed Travis Thompson and Ken Kostowniak.

Town Clerk Remy Orffeo welcomed back Travis Thompson and Ken Kostowniak and recognized Assessor Nancy Kenlon’s exemplary work. He also spoke of the Conservation Tree & Shrub Seedling program.

Building Inspector Tom Minor welcomed Travis Thompson and Ken Kostowniak.

Highway Superintendent Andrew Slotman thanked the Town Board and welcomed back Travis Thompson and Ken Kostowniak. He also updated residents on the shortage of road salt.

Police Chief Patrick Fitzgerald welcomed Travis Thompson and Ken Kostowniak. He also recognized the 5<sup>th</sup> grade D.A.R.E graduates, Officer Mazur, Officer Wheeler, and Officer Barnard.

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

**RESOLVED**, that the Town Board does hereby authorize the approval of all entries on Warrant #2 following auditing by members of the Town Board and in the funds indicated:

|                           |              |
|---------------------------|--------------|
| <b>General Fund</b>       | \$88,997.72  |
| <b>Public Safety Fund</b> | \$71,058.69  |
| <b>Part Town Fund</b>     | \$1,294.16   |
| <b>Risk Retention</b>     | -0-          |
| <b>Cemetery Fund</b>      | -0-          |
| <b>Highway Fund</b>       | \$91,168.76  |
| <b>Special Districts</b>  | \$20,469.85  |
| <b>Trust &amp; Agency</b> | \$14,285.86  |
| <b>Capital Fund</b>       | \$462,507.26 |

**The resolution was unanimously adopted.**

**COMMUNICATIONS**

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

**RESOLVED**, that the Town Board does hereby receive and file: The 2025 Conservation Tree & Shrub Seedling Program information.

**The resolution was unanimously adopted.**

**REPORTS**

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

**RESOLVED**, that the Town Board does hereby receive and file: The report from the January 2025 meeting of the Steering Committee for the Stadium Re-Zoning Project.

**The resolution was unanimously adopted.**

There being no further business, on a motion by Supervisor Majchrzak, seconded by Councilmember Liberti, the meeting adjourned at 8:34 pm (local time).

**Respectfully Submitted,**

**Remy C. Orffeo  
Town Clerk**