**2-8-2018 – FEBRURY REGULAR MEETING**

Present:

Councilman Jamie Emmick

Councilman Leonard R. Hochadel

Councilman Douglas Morrell

Councilman Mandy Quinn-Stojek

Supervisor Beverly A. Gambino

Also Present:

Highway Superintendent Donald Hopkins

Town Clerk Jennifer L Bray

Approx. 17 guests

Supervisor Gambino called the meeting to order at 6:30 PM, with the Pledge to the Flag led by Veteran Tony Korcz. Following the Pledge Supervisor Gambino stated that the Board would like to dedicate the meeting to long time town resident and Planning Board member Robert Church who had recently passed away.

The Supervisor stated that the first item on the agenda was the approval of the January 2018 Organizational and Regular Board meeting minutes. **On a motion by Morrell, seconded by Emmick, the minutes were approved as submitted. Carried, 5 ayes, 0 noes**.

Supervisor Gambino stated that the next item is for payment of the bills. **On a motion by Hochadel, seconded by Quinn, Warrant #2 of 2018, including vouchers #27 through #87, totaling $39,664.24, of which $17,886.78 was for the General Fund, $19,187.53 was for the Highway Fund, $1486.15 was for the Fire Protection fund and $1103.78 for the Street Lighting Fund was approved for payment. Carried, 5 ayes, 0 noes.**

Departmental Reports were as follows:

Councilman Morrell reported that he had spoken with from Sandy Fliss of the Sardinia Senior Citizens Group and that she is in the process of getting some information together for their upcoming trips. He stated that he would have more information on that next month.

Councilman Quinn reported that she had tried to contact NYSEG regarding tree trimming and power outages but has not heard anything return.

Councilman Hochadel stated that he attended the Springville Control meeting last month and that there is no meeting there this month. Next he stated that he would like to do the concerts in the Park again this summer. He felt the Tuesdays nights from 6-8 PM worked well last year so he would like to stick with that. He asked if there were any suggestions for new bands or groups to let him know or have then contact him. He noted that the concerts would start after the Fire Company carnival in July.

Councilman Emmick reported that she has been working with the Chris Warner on the details of ways to enhance the recreation program for this year. She stated that included coming up with rules and guide lines for the program. She stated that Chris Warner had put a packet of information about the changes they are looking to make in the Boards mail boxes for them to review. She also reported that she had toured Waste Management with Supervisor Gambino. Supervisor Gambino asked if the information for the recreation changes was the final draft or if they were still working on it. Councilman Quinn stated she had some questions and would like to wait to make any decision on the changes. Supervisor Gambino stated that she would like to set up a work session so the recreation program changes could be added to that for more discussion.

Highway Superintendent Don Hopkins reported that his Dodge truck is down due to a transmission issue therefor he would be using the old single axle plow truck to take care of his roads and the parking lots. Superintendent Hopkins reported that the salt usage for this winter is up due to a change in the mix of sand and salt which has improved the road conditions and will help with clean up in the spring. He noted that he was allowed to go up to 130 percent over his original purchase amount of 900 tons and still pay the same $37.00 per ton. If he needs to go over the cost would be $41.00 per ton. Superintendent Hopkins then reported that they have replaced four tires the loader and ten truck tires and rims from the 2006 international. He stated the cost to dispose them would be approximately $65.00 per tire. Mr. Hopkins proposed that the board allow him to list the tires for sale on Auctions International. **On a motion by Gambino, seconded by Hochadel, Superintendent Hopkins was given permission to list all fourteen tires for sale on Auctions International. Carried, 5 ayes, 0 noes.** Next Superintendent Hopkins reported that he had spoken with NYSEG about the street lights in town that were out. He noted that the intersection lights and most of the other street lightshave been fixed. He reported that while talking with them he spoke to a representative about doing an energy audit on the Highway Garage lights. He reported that if the garage meets the profile the NYSEG will give us recommendations for new lights and could help with the cost of the new lights as well the taking care of getting a contractor to do the work. He stated that he would have more information on this at the next meeting.

Supervisor Gambino reported that she had been asked by residents Bill and Barb Connors about the town hosting a safe diver’s course. Supervisor Gambino stated that she had spoked with Eric Slocum from Knight Agency and the cost would be $30.00 per person and he would need a minimum of twenty people but no more than forty people. She noted that Mr. Slocum would be available to do a class in April. Supervisor Gambino stated she would like to offer this to the seniors citizens first and pay for the town residents. She noted that if forty people the cost to the town would be $1200.00. **Therefore on a motion by Hochadel, seconded by Morrell, Supervisor Gambino was given permission to set up a Safe Diver’s Course in April with the Town covering the cost for residents. Carried, 5 ayes, 0 noes.** Next Supervisor Gambino reported that she would like to look at having Shred It come to the Town Hall for a day as a service for residents. She noted that Shred It was a company that has a truck that can go to places and shreds papers and documents like old tax returns for people. She also noted that they give certificate as proof that the items are destroyed. The board agreed to have Supervisor Gambino get a price for this service. Next Supervisor Gambino stated that she would like to set up a work session to discuss upcoming projects like the building and pool house improvements, JCAP funding, CDBG funding and planning any other projects or ideas the board would like to work on this year. She stated the best days to do it would be on Monday or Thursday when there is coverage for the Town Clerk’s office and asked if morning or afternoon worked better for the board. Councilman Hochadel felt Monday would work best for him. Councilman Morrell stated that the afternoon would be better. Therefore Supervisor Gambino set the work session up for Monday February 26th at 1 PM. Next Supervisor Gambino stated she had received a letter from Erie County form the Community Block Grant Consortium stating that Rural Transit was funded for this year in the amount of $270,000.00. Supervisor Gambino stated next item on the agenda was under old business. She stated that she was still waiting for letters regarding the Springville Control contract. Next Supervisor Gambino stated the she and Councilman Emmick would like to revisit installing security cameras at the parks and working out a camera policy. Supervisor Gambino asked Councilman Emmick if she could get some information together for them.

Supervisor Gambino stated the next item on the agenda is for approval for the Chaffee Sardinia Fire Company to use Veterans Park for their annual Fireman’s Carnival which will be held June 29th through July 1st. The Supervisor stated the Fire Company is requesting use of the park from June 25th through July 3rd for set up and clean up. **The following resolution, to be known as Resolution #5 of 2018, was moved for adoption by Hochadel, seconded by Morrell:**

**RESOLUTION #5– 2018**

**APPROVAL FOR USE OF VETERANS PARK FOR CHAFFEE-SARDINIA MEMORIAL VOLUNTEER FIRE COMPANY’S ANNUAL CARNIVAL**

 **WHEREAS,** the Memorial Volunteer Fire Company of Chaffee-Sardinia has requested use of the Sardinia Town Park on Genesee Road, from June 25, 2018 through July 3, 2018 for their annual carnival,

 **WHEREAS,** the Memorial Volunteer Fire Company of Chaffee-Sardinia has used this location for over thirty plus years for this annual event, and

 **WHEREAS,** Chaffee-Sardinia Fire Company will provide their Insurance Certificate, and

 **WHEREAS,** this event is one of Chaffee-Sardinia Volunteer Fire Companies biggest event, and

 **NOW THEREFORE BE IT RESOLVED,** that the Sardinia Town Board approve the use of Veterans Park on Genesee Road for the Fireman’s annual carnival June 25, 2018 through July 3, 2018

**Upon roll call vote: Emmick, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.**

Supervisor Gambino stated the next item is from a request from the Planning Board Chairman Nancy Spink. The Supervisor stated that the Planning Board would like to start reviewing the Towns Comprehensive Plan so that it can be updated. The Supervisor stated that per the Town Attorney the town board needs to refer this to the Planning Board before they can start. **The following resolution, to be known as Resolution #6 of 2018, was moved for adoption by Emmick, seconded by Morrell:**

**RESOLUTION #6– 2018**

**PERMISSION TO REFER THE COMPREHENSIVE PLAN TO THE PLANNING BOARD**

**WHEREAS**, the Town of Sardinia has previously adopted a Town Comprehensive Plan, and

**WHEREAS,** the Town Board of the Town of Sardinia believes it to be appropriate to conduct a review of the Comprehensive Plan.

 **NOW, THEREFORE, BE IT RESOLVED** that the Town Board of the Town of Sardinia hereby refers the existing Town of Sardinia Comprehensive Plan to the Planning Board to conduct a thorough review as to whether any revisions may be appropriate and to make Findings and Recommendations and report back to the Town Board for further consideration.

**Upon roll call vote: Emmick, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.**

The Supervisor stated that the next item on the agenda is a request for approval by Town Clerk Jennifer Bray to attend the annual Town Clerks Conference in Albany NY. This is a three day training conference with total cost of $864.00 for the training, room and meals. **The following resolution, to be known as Resolution #7 of 2018, was moved for adoption by Hochadel, seconded by Quinn:**

**RESOLUTION #7– 2018**

**AUTHORIZATION FOR TOWN CLERK JENNIFER BRAY TO ATTEND CONFERENCE**

**WHEREAS,** Town Clerk Jennifer Bray as requested to attend the NYS Clerks Association Conference from April 22, 2018 through April 25th 2018 in Albany, New York at a cost of $ 864.00 for room, meals and training,

**WHEREAS,** the Sardinia Town Board recognizes the importance of training and gaining educational tools to assist in completing one’s performance of his/her job, and

**NOW, THEREFORE, BE IT RESOLVED,** the Sardinia Town Board hereby authorizes the payment of $ 864.00 for room, meals and training, for Jennifer Bray to attend the NYS Clerks Association Conference in Albany, New York from April 22nd 2018 until April 25th 2018 in Albany, New York.

**Upon roll call vote: Emmick, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.**

Supervisor Gambino stated that the next item was for the annual funding for Meals on Wheels. She noted that Meals on Wheels has requested $2000.00 this year and that in 2017 Meals on Wheels provided 4,128 meals to Sardinia residents. **The following resolution, to be known as Resolution #8 of 2018, was moved for adoption by Quinn, seconded by Emmick:**

**RESOLUTION #8– 2018**

**APPLICATION FOR FUNDS FROM MEALS ON WHEELS FOR WESTERN NEW YORK**

**WHEREAS,** The Town of Sardinia has supported Meals on Wheels for numerous years and

**WHEREAS,** Meals on Wheels for Western New York mission remains the same “seeking to take care of the homebound in our community and keep our neighborhoods strong” and

**WHEREAS, since** 1969, Meals on Wheels in WNY has taken pride in their ability to enrich the lives of seniors by offering nutritious food and a friendly visit, and

**WHEREAS,** Meals on Wheels is facing a double-edged sword of explosive increases in food costs and increasing demand for services, and

**WHEREAS,** it costs Meals on Wheels approximately $3,000 per person to provide one year of meal service based on 2017 numbers, and

**WHEREAS,** based on 2017 numbers 4,128 meals where served in the Town of Sardinia for a total value of $24,190.00, and

**NOW THEREFORE, BE IT RESOLVED** that the Sardinia Town Board generously donates **$2,000.00** to Meals on Wheels for Western New York Inc. to support our residents who rely on Meals on Wheels for their daily nutritional needs.

**Upon roll call vote: Emmick, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.**

Supervisor Gambino stated that the next item on the agenda was based on the recommendation of the Town auditors. Supervisor Gambino stated that there had been discussion with them regarding the petty cash and it running low due to tax collection. Therefore Town Clerk Jennifer Bray has requested a petty cash fund be set up for tax collection. The Supervisor noted that the funds would be returned to the town at the end of the tax collection. **The following resolution, to be known as Resolution #9 of 2018, was moved for adoption by Hochadel, seconded by Morrell:**

**RESOLUTION #9– 2018**

**PERMISSION TO FUND TAX COLLECTION PETTY CASH**

 **WHEREAS,** from advise from the Town Auditors the Town Clerk is asking for a petty cash fund for use in the upcoming Tax Collection, and

 **WHEREAS,** the Town Clerk is asking for a petty cash fund of $250.00 to fund the Tax Collection for the 2018 year, and

 **WHEREAS,** at the end of the Tax Collection period the cash fund will be returned to the Supervisor’s office and deposited back into the Town’s Money Market account,

 **NOW, THEREFORE, BE IT RESOLVED,** that the Sardinia Town Board approves the funding of the Tax Collection fund for $250.00 (two hundred and fifty dollars).

**Upon roll call vote: Emmick, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.**

Supervisor Gambino stated that the next resolution was for approval for the Muckdogs baseball teams to use the town’s fields and gym for the 2018 baseball season. **The following resolution, to be known as Resolution #10 of 2018, was moved for adoption by Hochadel, seconded by Emmick:**

**RESOLUTION #10– 2018**

**APPROVAL OF MUCKDOGS LITTLE LEAGUE TRAVEL BASEBALL TO USE TOWNS BASEBALL FIELDS AND GYM**

 **WHEREAS,** the Muckdogs Little League Travel Baseball program would like to use the Town’s baseball fields and gymnasium for the 2018 baseball season, and

 **WHEREAS,** the Sardinia Town Board has supported and allowed the “Muckdogs” to use the Town’s facilities in the past,

 **NOW, THEREFORE, BE IT RESOLVED,** that the Sardinia Town Board approves the Muckdogs Little League Travel Baseball League to use the Town’s baseball fields and gymnasium for the 2018 season.

**Upon roll call vote: Emmick, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.**

Supervisor Gambino stated that the next item on the agenda was for approval for Chris Warner to us the gym for a birthday party for his son. She noted that Chris Warner’s insurance certificate is already on file with the Town Clerk. **The following resolution, to be known as Resolution #11 of 2018, was moved for adoption by Emmick, seconded by Hockadel:**

**RESOLUTION #11– 2018**

**APPROVAL OF GYM RENTAL FOR BIRTHDAY PARTY**

**WHEREAS,** the Sardinia Town Board has been asked permission to rent the gym on Saturday March 3rd 2018 at 4pm until 6pm 2018 for Chris Warner’s sons birthday party, and

**WHEREAS, the** current fee is $50.00 for rental of gym,

**NOW, THEREFORE, BE IT RESOLVED,** that the Sardinia Town Board approves the rental of the gym on March 3rd 2018 upon receipt of Chris Warner’s certificate of insurance.

**Upon roll call vote: Emmick, aye, Hochadel, aye, Morrell, aye, Quinn, aye, Gambino, aye. So resolved, 5 ayes, 0 noes.**

Supervisor Gambino stated that she had given the board members a copy of the current Procurement Policy and the town’s Best Value Competitive bidding Policy. Supervisor Gambino stated that five years ago the Board set the purchase limit at $500.00. At this time she feels that this limit needs to be raised due to costs of items that regularly get purchased, like stamps, going up. Supervisor Gambino noted that she would like to see the limit set at $1000.00. Supervisor Gambino stated that she has also sent the policies to the Town Attorney for review but needs to make sure where the Board wants to set the purchase limit before he can updated them. Councilman Hochadel agreed to set the purchase limit at $1000.00. **Therefore on a motion by Hochadel, seconded by Morrell, Supervisor Gambino was given permission to set the Towns Procurement Policy per purchase limit at $1000.00 before needing Town Board approval. Carried, 5 ayes, 0 noes.**

**There being no further business to come before the Board, on a motion by Quinn, seconded by Morrell, the meeting was adjourned at 6:51 PM. Carried, 5 ayes, 0 noes.**

Respectfully Submitted,

Town Clerk