

REGULAR MEETING, TOWN OF EAST OTTO, April 14, 2026

A regular meeting of the Town Board of the Town of East Otto, County of Cattaraugus and the State of New York was held at the Town Hall, 9014 East Otto Springville Rd East Otto NY on the 14th day of April 2026.

PRESENT:

Ann Rugg	Supervisor
Dave Forster	Council Member
Sid Barber	Council Member
Brian Westfall	Council Member
Shannon Jones	Council Member
Tom Benz	Superintendent of Highways
Deanna Bowen	Clerk

ABSENT:

Jeff Holler	Code Enforcement Officer
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OTHER PRESENT:

Sharon Huff	
Joel Seachrist	Attorney

The Meeting was called to order, and the Pledge of Allegiance was recited and led by Supervisor Rugg.

Joel Seachrist from Seachrist Law Offices introduced himself and spoke to the board regarding his experience with Solar Law.

RESOLUTION 26-2026
LETTER OF ENGAGEMENT

On a motion of Councilmember Forster, seconded by Councilmember Westfall the following resolution was

ADOPTED	Ayes	5	Forster, Barber, Westfall, Jones, Rugg
	Nayes	0	

Resolved to authorize Supervisor Rugg to sign a letter of engagement with Seachrist Law Offices to provide legal services in connection with specific matters.

RESOLUTION 27-2026
AUDIT OF CLAIMS

On a motion of Councilmember Forster, seconded by Councilmember Barber the following resolution was

ADOPTED	Ayes	5	Forster, Barber, Westfall, Jones, Rugg
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Nayes 0

Resolved that the bills contained on Abstract #4 have been reviewed by the Town Board and are authorized for payment in the following amounts:

Abstract #4

General Fund	\$	1,246.91	Voucher	21-23
Highway	\$	9,021.39	Voucher	21-26
Capital Projects	\$	1,060.30	Voucher	2

RESOLUTION 28-2026

MEETING MINUTES

On a motion of Councilmember Forster, seconded by Councilmember Westfall the following resolution was

ADOPTED Ayes 5 Forster, Barber, Westfall, Jones, Rugg
 Nayes 0

Resolved that the Board approves the meeting minutes from March 10, 2026, as submitted.

RESOLUTION 29-2026

UTILITY BILLS

On a motion of Councilmember Forster, seconded by Councilmember Barber the following resolution was

ADOPTED Ayes 5 Forster, Barber, Westfall, Jones, Rugg
 Nayes 0

Resolved to approve the payment of the March utility bills.

HIGHWAY SUPERINTENDENT

- Tom is getting quotes for new garage door openers
- There are 29 trucks ahead of Town of East Otto's for fabrication
- Hydraulic pump went bad on Backhoe

RESOLUTION 30-2026

LAWN MOWING BID OPENING

On a motion of Councilmember Forster, seconded by Councilmember Barber the following resolution was

ADOPTED Ayes 5 Forster, Barber, Westfall, Jones, Rugg
 Nayes 0

Resolved to open the sealed bids for the Town and Brooklyn cemetery lawn mowing

The following bids were received: Town Hall Lawns Brooklyn Cemetery

DeChane's Property Maintenance	\$ 240 per time	no bid
Delio Landscaping	\$2,900 season	\$ 900 season
Old Line Pressure Washing & Snowplowing	\$7,280 season \$280 per time	no bid

RESOLUTION 31-2026

LAWN MOWING BID CLOSING

On a motion of Councilmember Forster, seconded by Councilmember Barber the following resolution was

ADOPTED Ayes 5 Forster, Barber, Westfall, Jones, Rugg
 Nayes 0

Resolved to close the bids for the lawn mowing

RESOLUTION 32-2026

BID ACCEPTANCE

On a motion of Councilmember Forster, seconded by Councilmember Jones the following resolution was

ADOPTED Ayes 5 Forster, Barber, Westfall, Jones, Rugg
 Nayes 0

Resolved to accept the lawn mowing bids price per the 2026 season of \$900 for mowing the Brooklyn Cemetery using equipment supplied by the bidder from Delio Landscaping.

RESOLUTION 33-2026

BID ACCEPTANCE

On a motion of Councilmember Forster, seconded by Councilmember Jones the following resolution was

ADOPTED Ayes 5 Forster, Barber, Westfall, Jones, Rugg
 Nayes 0

Resolved to accept the lawn mowing bids price per the 2026 season of \$2,900 for mowing the Town Hall property including 9008 East Otto Springville Road, the ball diamond, and the historical building using equipment supplied by the bidder from Delio Landscaping.

RESOLUTION 34-2026

GENERAL FUND BUDGET TRANSFER

On a motion of Councilmember Forster, seconded by Councilmember Barber the following resolution was

ADOPTED	Ayes	5	Forster, Barber, Westfall, Jones, Rugg
	Nayes	0	

Resolved to transfer \$395.00 from 1990.9 Contingent to 1920.4 Municipal Dues

TOWN CLERK

- Clerk Bowen submitted the monthly report for March 2026 to the Board. A check was submitted to the Town Supervisor for \$673.89. The report is on file with the Clerk's Office.
- Clerk Bowen submitted a check to the Town Supervisor for \$3,713.43 for Tax Collection interest.
- Clerk Bowen read a letter of resignation from Dennis Westfall for Planning Board member.

RESOLUTION 35-2026

LETTER OF RESIGNATION

On a motion of Councilmember Forster, seconded by Councilmember Barber the following resolution was

ADOPTED	Ayes	5	Forster, Barber, Westfall, Jones, Rugg
	Nayes	0	

Resolved to accept the letter of Resignation from Dennis Westfall for Planning Board member.

RESOLUTION 36-2026

JUSTICE AUDIT

On a motion of Councilmember Jones, seconded by Councilmember Barber the following resolution was

ADOPTED	Ayes	5	Forster, Barber, Westfall, Jones, Rugg
	Nayes	0	

Resolved that the Auditing Committee audited the books of the Justice Department prior to the Board meeting, and the Board approves the audit pursuant to Town Law Section 123 the criminal and civil dockets of the Town Justice for 2025 having duly examined and the fines and fees have been turned over to the proper officials.

THEREFORE, BE IT RESOLVED that the Town Board accepts the audit of the books presented for examination.

CEO REPORT

- 18 phone calls
- 6 inspections
- 1 Address
- Issued 4 Violation Notices
- Sent report to NYS

RESOLUTION 37-2026

PLANNING BOARD MEMBER APPOINTMENT

On a motion of Councilmember Barber, seconded by Councilmember Westfall the following resolution was

ADOPTED	Ayes	5	Forster, Barber, Westfall, Jones, Rugg
	Nayes	0	

Resolved to appoint Sharon Huff as a Planning Board Member.

PUBLIC COMMENT: None

NEW BUSINESS

Historical Committee Questions Presented by Councilmember Westfall

- The Committee asked to hold a Basket Raffle-a Games of Chance License is required by NYS Gaming Commission Law to hold the raffle.
- The Committee asked to have a Flag Ceremony and place flags in honor of active and past military on the Town Hall Lawn July 3-18th. The Board stated that the Flags could be placed on the Historical Building Lawn.
- The Committee wants to have a used book sale at the Town Hall lawn after the Memorial Day Parade. They want to store the books before and after the Parade at the Town Hall. The Board stated that the books can be stored downstairs in the Gymnasium before the sale, however they are not to be brought back into the Town Hall after the sale is complete.

With no further business, on a motion from Councilmember Barber, seconded by Councilmember Westfall the meeting was adjourned at 7:24 PM.

Carried unanimously.

The next meeting will be held on May 12, 2026, at 6:00pm.

Respectfully Submitted

Deanna Bowen/Town Clerk

