

REGULAR MEETING OF THE COMMON COUNCIL
OCTOBER 9, 2024
7:00 PM

PRESENT: Mayor Sandra Magiera
Council Members: John Hill, Kylee Johnson, Barry Smith,
Michael Reed, Janet Koch
City Clerk: Tracy Chamberlain
Youth Bureau Director: Markie Phillips
Grant Administrator: Jay Bartoszek
Human Resource Manager: Tina Rider
Police Sergeant: Tina Darling
Assistant Fire Chief: Brandon Smith
Municipal Training Officer: William Smith
Fire Lieutenant: Joseph Gray, Kyle Gross, Patrick Steffan
Firefighters: Matthew Paonessa

Mayor Magiera called the meeting to order at 7:03 PM. After the Pledge of Allegiance, Mayor Magiera asked for a moment of silence.

Moved by Johnson and seconded by Koch:

RESOLVED: That we hereby approve and dispense with the reading of the minutes of the last regular meeting of September 25, 2024, with the correct to page 1, removing "full time" from the comment made by Council Member Koch.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Hill and seconded by Smith:

RESOLVED: That we hereby confirm the appointment of Jessica Thessen, Salamanca, NY, as Part-time Account Clerk/Typist, for the Department of Public Works, up to 20 hours per week at \$17.20 per hour, effective September 16, 2024.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Smith and seconded by Hill:

RESOLVED: That we hereby confirm the appointment of Courtney James, Salamanca, NY as Part-time Dog Caretaker up to 20 hours per week at time and a half of the minimum wage, or \$22.50 per hour, effective October 4, 2024, with the requirement of getting the rabies vaccination.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

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Moved by Reed and seconded by Koch:

RESOLVED: That we hereby accept the resignation of Samara Lindberg as Part-time Dog Caretaker effective October 20, 2024.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Koch and seconded by Hill:

RESOLVED: That we hereby confirm the appointment of Ransom Felt, Salamanca, NY, as Part-time Dog Caretaker up to 20 hours per week at minimum wage, effective October 7, 2024, with the requirement of getting the rabies vaccination.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Hill and seconded by Johnson:

RESOLVED: That we hereby accept the attached quote of Hunt Engineers, Architects and Land Surveyors, Horseheads, NY, for the preparation of bids for the replacement of the City Municipal Building glass entry doors, in an amount not to exceed \$22,200.00.

It is noted this is to be paid for with NYS Department of Energy Grant funds.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Smith and seconded by Hill:

RESOLVED: That we hereby waive the agenda rule to consider other items.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Johnson and seconded by Hill:

RESOLVED: That we hereby approve the annual renewal application to the New York State Office of Children and Family Services, for funds in the amount of \$17,950.00, and

BE IT FURTHER RESOLVED: That we hereby authorize the Mayor to sign such application and any related documents.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

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Moved by Hill and seconded by Reed:

RESOLVED: That we hereby approve the removal of Jared Talbot as Department of Public Works Parks Maintainer effective September 12, 2024

BE IT FURTHER RESOLVED: That we hereby appoint Jason Kosinski as Department of Public Works Parks Maintainer effective September 26, 2024, according to the current DPW Union Contract.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Communications from the Mayor and Council:

- Council Member Smith thanked the community for supporting the Falling Leaves Festival (FLF) and the committee did an excellent job.
- Council Member Koch also thanked the FLF Committee for the hard work, noting it was a beautiful festival.
- Mayor Magiera noted there were nine FLF Committee members and six were able to assist over the weekend. She feels this year worked out well with changes in committee members.

Moved by Koch and seconded by Reed:

RESOLVED: That the bills be paid as warranted and recommended by the appropriate Commissions and/or Department Heads, the City Comptroller and City Clerk and that the report of the City Clerk, City Comptroller, Fire Chief and City Judge for the month of September 2024 are hereby accepted and filed.

Vendor Number	Vendor Name	Payment Date	Payment Amount	Number
1503	SKYLEE BALDWIN	09/27/2024	75.00	3949
1069	TIM HAYNOSKI	09/27/2024	54.99	3950
1392	ARMSTRONG BUSINESS SOLUTIONS	10/02/2024	308.85	3951
0193	GALLS PARENT HOLDINGS, LLC	10/02/2024	53.34	3952
0248	NATIONAL FUEL	10/02/2024	18.75	3953
1046	SANDRA MAGIERA	10/02/2024	700.00	3954
0429	VALPRO SANITARY SUPPLIES, INC.	10/02/2024	920.50	3955
0367	VERIZON WIRELESS	10/02/2024	2,004.21	3956
0581	BOUND TREE MEDICAL, INC.	10/08/2024	311.14	3957
0349	CATTARAUGUS CO. OFFICE OF EMERGENCY SERVICES	10/08/2024	4,872.73	3958
0598	EAGLE RADIO TECHNOLOGIES	10/08/2024	188.14	3959
0469	STRATE WELDING SUPPLY CO., INC.	10/08/2024	79.75	3960
1505	STS TRAILER & TRUCK EQUIPMENT	10/08/2024	9,173.00	3961

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0098	WORTH W SMITH	10/08/2024	539.98	3962
1521	ATHENA SPURLOCK	10/08/2024	25.00	3963
0778	BRADFORD PUBLISHING COMPANY	10/08/2024	26.68	3964
0218	CITY OF SALAMANCA BPU	10/08/2024	11,633.04	3965
1099	GENERAL CODE	10/08/2024	3,929.40	3966
1363	INTEGRATED FIRE PROTECTION LLC	10/08/2024	450.00	3967
1488	MORRIS MASONARY RESTORATION	10/08/2024	8,106.75	3968
0931	RICOH USA (PO BOX 41564)	10/08/2024	104.63	3969
0384	SALAMANCA PUBLIC LIBRARY	10/08/2024	55,845.00	3970
1507	BUSINESS RADIO LICENSING	10/08/2024	230.00	3971
0198	JAMIE DECK	10/08/2024	149.52	3972
0693	JOHN SANDY	10/08/2024	70.10	3973
0931	RICOH USA (PO BOX 41564)	10/08/2024	57.89	3974
0243	WILLIAM HUNT	10/08/2024	25.01	3975
0098	WORTH W SMITH	10/08/2024	72.49	3976
0326	AUSTIN LOCKSMITHING, INC	10/08/2024	18.00	3977
0432	BEICHNER WASTE SERVICES, INC.	10/08/2024	165.54	3978
0092	CHAUTAUQUA BRICK CO., INC	10/08/2024	14.76	3979
0900	DECKER TREE SERVICE	10/08/2024	2,500.00	3980
1053	DETROIT INDUSTRIAL TOOL	10/08/2024	1,302.86	3981
0560	EMERLING FORD, INC	10/08/2024	139.08	3982
0237	FASTENAL COMPANY	10/08/2024	385.64	3983
0191	GERNATT ASPHALT	10/08/2024	361.91	3984
0164	GRAINGER	10/08/2024	257.25	3985
0277	JAMESTOWN MACADAM, INC	10/08/2024	1,826.60	3986
0407	JOHN SIXT & SON INC.	10/08/2024	662.81	3987
0683	LANDPRO EQUIPMENT LLC	10/08/2024	190.49	3988
1033	MAC TRUCK PARTS	10/08/2024	213.02	3989
0248	NATIONAL FUEL	10/08/2024	652.95	3990
0568	NEW ENTERPRISE STONE & LIME CO., INC	10/08/2024	241.15	3991
0515	NOCO ENERGY CORP.	10/08/2024	13,316.60	3992
0230	PERKINS LLC	10/08/2024	283.80	3993
0392	STATE LINE SUPPLY COMPANY	10/08/2024	1,462.43	3994
0469	STRATE WELDING SUPPLY CO., INC.	10/08/2024	140.68	3995
1081	SUPERIOR AUTO SUPPLY INC	10/08/2024	14.07	3996
0783	VALLEY FAB AND EQUIPMENT INC	10/08/2024	75.73	3997
0098	WORTH W SMITH	10/08/2024	462.45	3998
1238	AMAZON CAPITAL SERVICES	09/27/2024	35.37	8000003
1238	AMAZON CAPITAL SERVICES	10/02/2024	139.97	8000004
1238	AMAZON CAPITAL SERVICES	10/08/2024	1,338.98	8000005

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

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Public Discussion:

- Resident Jody Clark stated the Public Safety Plan is a great draft. She noted the title states “Combating Homelessness”, however there is not a section addressing homelessness.
- There was some discussion regarding the use of electric bikes and the enforcement of laws. It was suggested to update signage for the Pennsy Trail to state no electric bikes use.
- John Bach asked what will be done at 19-21 Summit Street. He thanked the Mayor for getting the sidewalk repaired at the Board Street stairway. He and some neighbors have assisted with covering some of the graffiti paintings. He asked if holes could be filled in the parking lot of the former store at 11 Summit Street. It was noted that is private property, therefore the City cannot fill them.
- Resident Kathi Gimbrone stated the Public Safety Plan should be a working document with updated changes. She noted it does not include the Pennsy Trail. She thanked the City for ordering signs on Hogan’s Alley, boarding up 121 Front Avenue and for reinstalling the surveillance camera on Swan Street. She asked if there could be something done regarding shopping carts being used throughout the City. It was noted the store would have to press charges for the theft.
- It was noted that the Public Safety Plan is being updated.

Moved by Johnson and seconded by Smith:

RESOLVED: That the Mayor and Council enter into executive session for the purpose of discussing collective bargaining negotiations and the work history of a particular person, under the provisions of the State’s Open Meetings Law.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Koch and seconded by Reed:

RESOLVED: That the Mayor and Council reconvene after approximately one hour and fifteen minutes in executive session.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

Moved by Hill and seconded by Smith:

RESOLVED: That we hereby appoint Markie Phillips, Salamanca, NY as Permanent Youth Bureau Director, effective October 10, 2024 with fifty-two weeks probation.

Adopted Ayes: Hill, Johnson, Smith, Reed, Koch
Nays: None

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Moved by Smith and seconded by Hill:

RESOLVED: That we hereby adjourn – 9:00 PM.

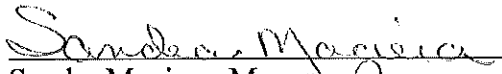
Carried.



Tracy Chamberlain, City Clerk

Dated: October 11, 2024

THE ABOVE RESOLUTIONS, AS ADOPTED BY THE COMMON COUNCIL,
ARE HEREBY APPROVED.



Sandra Magiera, Mayor

Dated: October 17, 2024

September 30, 2024

Jay Bartoszek
225 Wildwood Avenue
Salamanca, NY 14779

Re: Professional Services for the Vestibule Doors/Dept. of Energy Grant Project

Dear Mr. Bartoszek,

We are very pleased to have the opportunity to work with you on this project.

Based on our discussion I have prepared this letter to outline the scope, schedule, cost and fees for a project to provide door assemblies on the building interior to create vestibules, door access & ADA controls, and miscellaneous security upgrades. HUNT proposes to provide architectural and engineering design services for this project as outlined below.

Base Scope of Work

- All work will take place at the City Hall building.
- Provide (3) sets of interior storefront assemblies to create vestibules, with standard insulated glazing.
- Relocate and/or infill existing door openings that will be within the vestibules.
- Provide access controls and ADA operators at (3) entry assembly locations, compatible with Police Station access controls already in place.
- Abatement of any hazardous materials as required to accommodate new construction.
- Provide supplemental heat as required beyond interior storefront assembly, type TBD.
- Adjust and/or add lighting fixtures to accommodate new vestibule location.

Base Project Construction Budget

Bare Construction Cost		\$ 175,000
Construction Contingency	+/- 5%	\$ 8,750
Construction Cost		\$ 183,750

Enhanced Scope of Work

- Consider replacing (3) sets of storefront assemblies from 1974.
- Consider providing new storefront assemblies with safety glazing.
- Consider replacing older heating unit at side entrance near utilities.

143 COURT STREET
BINGHAMTON, NY 13901
TELE: 607.798.8081

4 COMMERCIAL STREET
SUITE 300
ROCHESTER, NY 14614
TELE: 585.327.7950

100 HUNT CENTER
HORSEHEADS, NY 14845
TELE: 607.358.1000

HUNT-EAS.COM

1 ELIZABETH STREET
SUITE 12
TOWANDA, PA 18848
TELE: 570.265.4868

251 NEW KARNER ROAD
ALBANY, NY 12205
TELE: 607.798.8081

Enhanced Project Construction Budget

Bare Construction Cost		\$	250,000
Construction Contingency	+/- 5%	\$	12,500
Construction Cost		\$	262,500

Project Schedule

Planning & Design Commence	October 2024
Schematic Design Documents Complete.....	November 2024
Contract Documents Complete.....	December 2024
Owner Review & Approval	December 2024
Bidding and Award	January/February 2025
Substantial Completion	August 2025*
Final Completion.....	September 2025

* Depending on lead time of materials

The scope of services would be the usual and customary scope of services described in the AIA form Owner/Architect Agreement. The services to be provided fall into the categories listed below.

- Plans and specifications for bidding
- Meetings with City Hall administrators
- Assistance with the Bidding Process
- Recommendation of Contract Award
- Administration of the Construction Phase
- Project Closeout

 We propose to provide these services for a lump sum fee of twenty-two thousand two hundred dollars (\$22,200) for the base project scope, and thirty-one thousand two hundred dollars (\$31,200) for the enhanced project scope. Reimbursable expenses will be charged at cost.

We propose to perform this work under AIA document B104-2007 contract agreement. If this proposal is acceptable, please sign the acknowledgement below and return a copy to my attention. Do not hesitate to call me if you have any questions or require additional information.

Sincerely,

HUNT ENGINEERS, ARCHITECTS, LAND SURVEYORS & LANDSCAPE ARCHITECT



Shannon Davis

Project Manager