

REGULAR MEETING OF THE COMMON COUNCIL
AUGUST 13, 2025
7:00 PM

PRESENT: Mayor Sandra Magiera
Council Members: John Hill, Kylee Johnson, Barry Smith
Michael Reed, Paul Myers
City Clerk: Tracy Chamberlain
City Administrator: Jay Bartoszek
City Assessor: Cynthia Smith
Youth Bureau Director: Markie Phillips
Human Resources Manager: Tina Rider

Mayor Magiera called the meeting to order at 7:00 PM. After the Pledge of Allegiance, Mayor Magiera asked for a moment of silence and prayers for Superintendent Robert Carpenter's and his mother.

Moved by Hill and seconded by Smith:

RESOLVED: That we hereby approve and dispense with the reading of the minutes of the last regular meeting of July 23, 2025.

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

Moved by Johnson and seconded by Myers:

RESOLVED: That we hereby appoint Robert Earley as Non-competitive City Comptroller according to the current Employee Benefits, effective June 18, 2025.

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

Moved by Smith and seconded by Hill:

RESOLVED: That we hereby appoint Jay Bartoszek as Non-competitive City Administrator as Department Head according to the current Employee Benefits, effective June 18, 2025, with probation up to March 31, 2026.

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

Moved by Johnson and seconded by Hill:

RESOLVED: That we hereby appoint Human Resources Manager Tina Rider as Department Head according to the current Employee Benefits, effective August 26, 2024.

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

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Moved by Hill and seconded by Reed:

RESOLVED: That we hereby appoint Giovanni Sciotti, Salamanca, NY, as Full-time Laborer/ Class B License Trainee, contingent on obtaining a Class B CDL Permit prior to effective August 20, 2025, according to the current DPW Union contract.

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

Moved by Reed and seconded by Johnson:

RESOLVED: That we hereby approve the creation of one Part-time Recreation Attendant position for the Salamanca Youth Bureau for up to 15 hours per week, at \$18.00 per hour.

Youth Bureau Director Markie Phillips noted that this is to cover hours that need to be filled due to staff returning to college.

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

Moved by Smith and seconded by Johnson:

RESOLVED: That we hereby amend the City of Salamanca Drug-Free Workplace Policy.

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

Moved by Reed and seconded by Myers:

2025 WATER INFRASTRUCTURE IMPROVEMENT ACT
RESOLUTION REGARDING
CITY OF SALAMANCA
SANITARY SEWER SYSTEM IMPROVEMENTS

WHEREAS, the City of Salamanca (hereinafter the “City”) maintains the City’s sanitary sewer system and appurtenances; and

WHEREAS, the City is proposing to complete Sanitary Sewer System Improvements to address EPA violations, consisting of the replacement of 27 manholes and 6,255 linear feet of sewer main; frame and cover repairs for 21 manholes; bench reform for 15 manholes; cementitious and epoxy lining for 13 manholes; repairs to 5,450 linear feet of sewer main; and the replacement of 2 pumps at one lift station., etc. (collectively, the “Project”); and

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WHEREAS, the City has caused HUNT EAS to develop a March 2025/Revised August 2025 Preliminary Engineering Report (PER) titled Inflow and Infiltration Study, for the Project with a total project cost estimate of \$5,269,394; and

WHEREAS, the City is seeking financial assistance through the 2025 NYS Environmental Facilities Corporation's Water Infrastructure Improvement Act Program; and

WHEREAS, the grant application requires that the applicant adopt a resolution that authorizes: the undertaking of the project and the maximum total cost of the project; expenditures for the project, including identification of any non-municipal source of funds; obligation of funds necessary to meet any required local match, including any cash and/or in-kind services; and when applicable, the submission of an application for financial assistance. The resolution must also designate a representative of the applicant who is authorized to sign the funding agreement with EFC and any associated documents.

NOW, THEREFORE, BE IT:

RESOLVED that the City authorizes the undertaking of the Project and the maximum total cost of the project \$5,269,394; the City anticipates submission to WIIA for up to \$1,317,348; anticipating receipt of the WIIA Grant the City's local match is estimated to be approximately \$3,952,046; other future funding sources (e.g., NYS Dept of Environmental Conservation, Economic Development, USDA Rural Development, NYS Environmental Facilities Corp., etc.) will be pursued; and when applicable, the submission of an application for financial assistance; and

RESOLVED that the City authorizes preparation and submission of an application for grant funding under the NYS Environmental Facilities Corporation's Water Infrastructure Improvement Act Program on behalf of the City; and

RESOLVED that the City Mayor, Sandra Magiera, is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the City's obligations under the Water Infrastructure Improvement Act Grant Agreement; and

RESOLVED that the Village Mayor, Sandra Magiera, is authorized to execute expenditures for the Project under the NYS Environmental Facilities Corporation's Water Infrastructure Improvement Act Program on behalf of the City of Salamanca.

This resolution shall take effect immediately.

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

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Moved by Reed and seconded by Myers:

STATE ENVIRONMENTAL QUALITY REVIEW ACT
RESOLUTION REGARDING
CITY OF SALAMANCA
INFLOW AND INFILTRATION STUDY

WHEREAS, the City of Salamanca (hereinafter the “City”) maintains the municipal sanitary sewer system asset name; and

WHEREAS, the City is proposing to undertake capital improvements to its municipal sanitary system (collectively, the “Project”); and

WHEREAS, the City is obligated under SEQRA and corresponding regulations to review the Project, and if necessary, undertake a review of the potential environmental impacts associated with the Project before undertaking the same; and

WHEREAS, the City is the appropriate agency to be the lead agency to undertake the project review under SEQRA; and

WHEREAS, based upon an examination of 6 NYCRR § 617.4 and § 617.5, the City classified the Project as a Type I Action. A Full Environmental Assessment Form was prepared for the Project, and pursuant to 6 NYCRR § 617.6(b) and in compliance with the State Environmental Review Process (SERP), a coordinated review was undertaken by the City and no objections were received regarding the City serving as lead agency.

NOW, THEREFORE, BE IT:

RESOLVED, that the City of Salamanca Common Council hereby makes the following findings:

The Project consists of manhole, lift station, and sanitary sewer repairs, rehabilitations, and replacements.

IT IS FURTHER RESOLVED, that:

The City Common Council hereby designates itself lead agency pursuant to 6 NYCRR § 617.6(b)(2) and § 617.6(b)(3) with respect to the Project.

IT IS FURTHER RESOLVED, that:

Based upon an examination of the components of the Project, the Full Environmental Assessment Form, and the criteria contained in 6 NYCRR § 617.7(c), and based upon its knowledge of the areas including and surrounding the Project site, and discussions with professionals retained by the City, the City Common Council, as lead agency, hereby makes the following determinations with respect to the Project pursuant to SEQRA:

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- A. The Project constitutes a “Type I Action.”
- B. Based upon review by the City Common Council of the Full Environmental Assessment Form, any input provided by other involved agencies, and other necessary criteria set forth in SEQRA, the City Common Council hereby finds and determines that the Project will result in no significant impacts and, therefore, (a) the action is not one which “may include the potential for at least one significant adverse environmental impact,” (b) “there will be no significant adverse environmental impacts,” and (c) no “environmental impact statement” need be prepared, as such quoted terms are defined in SEQRA. This determination constitutes a negative declaration for purposes of SEQRA and it has been prepared in accordance with Article 8 of the Environmental Conservation Law.
- C. A copy of this resolution, together with notice of negative declaration, shall be placed on file in the office of the City Clerk where the same shall be available for public inspection during business hours and such notice of negative declaration shall be filed in such offices, posted in such places and published in such manner as shall be necessary to conform to the requirements of SEQRA.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

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

Moved by Johnson and seconded by Smith:

RESOLVED: That we hereby approve the agreement between 4Ward Planning and the City of Salamanca for consulting services for the highest and best use analysis of the State Park Avenue property, in the amount of \$88,800.00 and further authorize the Mayor to sign such agreement upon the approval of the City Attorney.

It was noted this contract is to be paid from Economic Development funds.

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

Moved by Reed and seconded by Hill:

RESOLVED: That we hereby authorize the City to apply for New York State Office of Parks, Recreation & Historic Preservation (OPRHP) Environmental Protection Fund (EPF) Grant Program for Parks, Preservation and Heritage, for the Ice Pond Chalet, with a total project cost of \$782,839.00, with the City’s share to be \$195,709.75 and further authorize the Mayor to sign such application and related documents.

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City Administrator Bartoszek stated this grant requires a 25% match of the total project cost and awards are to be expected in November.

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

Moved by Reed and seconded by Myers:

RESOLVED: That we hereby authorize the City to apply for New York State Building Recreational Infrastructure for Communities, Kids and Seniors (NY BRICKS) grant funds for the Youth Center roof replacement project, with an estimated project cost of \$350,000.00, with the City's estimated share of \$70,000.00 and further authorize the Mayor to sign such application and related documents.

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

Moved by Myers and seconded by Smith:

RESOLVED: That we hereby confirm the purchase of the following to be made from Economic Development funds:

- 18-20 Great Valley Street, TM#73.065-5-9.1, from Pamela Sturdevant, Tim Sturdevant, Tom Sturdevant and Tyler Sturdevant, in the amount of \$115,000.00
- 63 Columbia Avenue TM#73.065-5-5, from Charles L. Woodworth and Debra L. Woodworth, in the amount of \$125,000.00
- 26 Great Valley Street, TM#73.065-5-32.2, from Cheryl DeBoy and Dennis DeBoy, in the amount of \$60,000.00

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

The following appointment was made by Mayor Magiera:

SALAMANCA HOUSING AUTHORITY

Appointment of Robert Johnson II, Salamanca, NY, to fill the unexpired term of Julie Hamacher, who resigned, beginning on August 14, 2025 and ending March 10, 2026.

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Moved by Smith and seconded by Reed:

RESOLVED: That we hereby approve the following appointment:

POLICE COMMISSION

Appointment of Brian Spako, Salamanca, NY, to fill the unexpired term of Charles Talbot, beginning on August 14, 2025 and ending January 31, 2026.

SALAMANCA YOUTH BOARD

Appointment of Cynthia Smith, Salamanca, NY, to fill the unexpired term of Joshua Becker, beginning on August 14, 2025 and ending February 28, 2028.

Appointment of Candace Miller, Salamanca, NY, to fill the unexpired term of Charles Talbot, beginning on August 14, 2025 and ending February 28, 2027.

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

Moved by Johnson and seconded by Reed:

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

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

Moved by Reed and seconded by Myers:

RESOLVED: That we hereby approve the annual renewal application to the NYS Office of Children and Family Services, for funds in the amount of \$18,620.00 and further authorize the Mayor to sign such application and related documents.

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

Moved by Johnson and seconded by Hill:

RESOLVED: That we hereby amend the City of Salamanca Smoking Policy.

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

Moved by Johnson and seconded by Reed:

RESOLVED: That we hereby appoint Julia Wass as Permanent Senior Account Clerk/Typist effective July 25, 2025.

Adopted Ayes: Johnson, Smith, Reed, Myers
Abstain: Hill
Nays: None

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Communication from the Mayor and Council:

- Council Member Smith thanked everyone that reached out and for bearing with him after the loss of his son.
- Mayor Magiera noted her secretary has also lost family recently and she asked for everyone to keep these people in your thoughts.
- Council Member Smith stated there was a bike stolen and with the help of the surveillance cameras the Police were able to locate the bike within 10 minutes. Mayor Magiera stated the Police Department plans to compile a list of things that have been accomplished with the camera. It was also noted that they are a deterrent and many criminals have left the City.
- Council Member Smith stated he is happy to see there are a lot of clean up and improvements to property within the City.

Moved by Hill 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 reports of the City Clerk, City Judge and Dog Control Officer for the month of July 2025 is hereby accepted and filed.

Vendor Number	Vendor Name	Payment Date	Payment Amount	Number
0307	JAMESTOWN COMMUNITY COLLEGE	07/25/2025	15,665.00	5133
1178	LEXIPOL LLC	07/25/2025	14,238.22	5134
0831	METROPOLITAN TELECOMMUNICATIONS	07/25/2025	2,392.27	5135
1592	PENN CARE, INC.	07/25/2025	51.90	5136
0638	RANDOLPH VETERINARY CLINIC	07/25/2025	1,345.24	5137
1072	RYAN GREY	07/25/2025	130.77	5138
1026	SALAMANCA FIREFIGHTERS LOCAL 2501	07/25/2025	20.00	5139
1651	GLASS AMERICA	07/28/2025	500.00	5140
1244	ALICIA FISKE	08/01/2025	61.60	5141
1392	ARMSTONG BUSINESS SOLUTIONS	08/01/2025	150.45	5142
0326	AUSTIN LOCKSMITHING, INC	08/01/2025	287.85	5143
1357	BRI PARENT INC	08/01/2025	1,000.40	5144
1012	CATTARAUGUS COUNTY DPW	08/01/2025	340.25	5145
0926	DYLAN DAVIS	08/01/2025	420.64	5146
1354	ED SCHULTZ	08/01/2025	25.00	5147
0191	GERNATT ASPHALT	08/01/2025	2,150.64	5148
1558	HIGHMARK BCBSWNY (SAP 281263A)	08/01/2025	107.10	5149
1653	JESSI GARLOW	08/01/2025	25.00	5150
1652	JIM SMITH	08/01/2025	25.00	5151
1655	NORTH AMERICAN RESCUE, LLC	08/01/2025	1,103.84	5152

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0625	ROCK-N-RESCUE/J.E. WEINEL, INC	08/01/2025	960.98	5153
0400	SENECA NATION OF INDIANS	08/01/2025	4,290.00	5154
1654	TOSHIBA AMERICA BUSINESS SOLUTIONS	08/01/2025	10,555.16	5155
1244	ALICIA FISKE	08/08/2025	53.90	5156
1658	CHAILAH JOHN	08/08/2025	25.00	5157
1660	REGISTER GRAPHICS, INC.	08/08/2025	498.00	5158
1657	SHARON KENYON	08/08/2025	25.00	5159
0545	AIRLINE HYDRAULICS CORPORATION	08/13/2025	940.52	5160
1211	ASCENDANCE TRUCKS PENNSYLVANIA, LLC	08/13/2025	2,474.68	5161
0326	AUSTIN LOCKSMITHING, INC	08/13/2025	263.95	5162
0432	BEICHER WASTE SERVICES, INC.	08/13/2025	331.08	5163
0915	BLUE COLLAR WORKWEAR	08/13/2025	104.99	5164
0092	CHAUTAUQUA BRICK CO., INC	08/13/2025	98.72	5165
0448	CJ LOGGING EQUIPMENT & MOTOR SPORTS	08/13/2025	269.92	5166
0237	FASTENAL COMPANY	08/13/2025	127.29	5167
1007	FSC SYSTEMS, LLC	08/13/2025	2,528.00	5168
1342	HEIDELBERG MATERIALS NORTHEAST LLC	08/13/2025	1,950.00	5169
0277	JAMESTOWN MACADAM, INC	08/13/2025	5,575.98	5170
0683	LANDPRO EQUIPMENT LLC	08/13/2025	131.73	5171
0469	MAINE OXY	08/13/2025	112.50	5172
0248	NATIONAL FUEL	08/13/2025	276.00	5173
0568	NEW ENTERPRISE STONE & LIME CO., INC	08/13/2025	35,241.46	5174
0515	NOCO ENERGY CORP.	08/13/2025	11,316.07	5175
1023	RANDOLPH AUTO SUPPLY	08/13/2025	979.76	5176
0002	SPENGLER TOOLS LLC	08/13/2025	158.50	5177
1081	SUPERIOR AUTO SUPPLY INC	08/13/2025	36.88	5178
0340	THE PAPER FACTORY	08/13/2025	128.00	5179
0774	URBAN AUTO CENTER	08/13/2025	366.00	5180
0415	ADAM'S SERVICES, LLC	08/13/2025	350.00	5181
0814	AIR CLEANING SYSTEMS, INC.	08/13/2025	3,151.00	5182
1244	ALICIA FISKE	08/13/2025	72.80	5183
0186	CASELLA WASTE SYSTEMS, INC.	08/13/2025	104.21	5184
0218	CITY OF SALAMANCA BPU	08/13/2025	11,291.66	5185
1008	COMPU-CALL	08/13/2025	279.00	5186
1099	GENERAL CODE	08/13/2025	5,894.10	5187
1045	LAWLEY, LLC	08/13/2025	1,545.00	5188
0248	NATIONAL FUEL	08/13/2025	8.23	5189
1661	PARKITECTS, INC	08/13/2025	1,426.40	5190
1252	PITNEY BOWES GLOBAL FINANCIAL	08/13/2025	709.35	5191
0776	RICOH USA, INC. (PO BOX 827577)	08/13/2025	95.21	5192
1258	SALAMANCA LITTLE LEAGUE	08/13/2025	50.00	5193
1654	TOSHIBA AMERICA BUSINESS SOLUTIONS	08/13/2025	69.00	5194
1388	UBEO, LLC	08/13/2025	88.18	5195

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1489	VALPRO SANITARY PRODUCTS INC.	08/13/2025	1,031.73	5196
0367	VERIZON WIRELESS	08/13/2025	2,274.54	5197
1060	W.B. MASON CO. INC	08/13/2025	102.38	5198
0915	BLUE COLLAR WORKWEAR	08/13/2025	172.00	5199
1012	CATTARAUGUS COUNTY DPW	08/13/2025	332.22	5200
0092	CHAUTAUQUA BRICK CO., INC	08/13/2025	15.76	5201
0448	CJ LOGGING EQUIPMENT & MOTOR SPORTS	08/13/2025	30.07	5202
1361	FIREMATIC SUPPLY CO. INC.	08/13/2025	86.19	5203
0074	GORMAN ENTERPRISES	08/13/2025	2,680.84	5204
0469	MAINE OXY	08/13/2025	6.76	5205
1592	PENN CARE, INC.	08/13/2025	546.01	5206
0098	WORTH W SMITH	08/13/2025	72.29	5207
0099	BARMORE SELLSTROM INC.	08/13/2025	1,068.88	5208
0915	BLUE COLLAR WORKWEAR	08/13/2025	170.10	5209
0218	CITY OF SALAMANCA BPU	08/13/2025	4,361.97	5210
0560	EMERLING FORD, INC	08/13/2025	186.02	5211
0193	GALLS PARENT HOLDINGS, LLC	08/13/2025	1,321.01	5212
0685	LINSTAR, INC.	08/13/2025	12.80	5213
1183	MONROE COMMUNITY COLLEGE	08/13/2025	640.50	5214
1023	RANDOLPH AUTO SUPPLY	08/13/2025	396.02	5215
0931	RICOH USA (PO BOX 41564)	08/13/2025	57.89	5216
0776	RICOH USA, INC. (PO BOX 827577)	08/13/2025	89.43	5217
1189	SAFE LIFE DEFENSE, LLC	08/13/2025	749.10	5218
0765	SEWING TECHNOLOGY UNIFORM INC	08/13/2025	1,375.92	5219
0300	SIRCHIE	08/13/2025	781.65	5220
1059	STAPLES	08/13/2025	229.89	5221
1035	ULINE	08/13/2025	962.04	5222
0774	URBAN AUTO CENTER	08/13/2025	52.00	5223
0098	WORTH W SMITH	08/13/2025	7.99	5224
1238	AMAZON CAPITAL SERVICES	08/13/2025	0.00	8000048
SPECIAL ACCOUNTS - CAPITAL PROJECT FUND				
9014	HUNT ENGINEERS ARCHITECTS & LAND SURV	08/13/2025	64,194.70	1026
1585	KINLEY CONTRACTORS, LLC	08/13/2025	5,871.00	1027
0255	URBAN ENGINEERS OF NEW YORK, D.P.C.	08/13/2025	24,281.44	1028
POOLED CASH - FLF				
0194	CITY OF SALAMANCA-COMPTROLLER	08/06/2025	0.69	1073
1656	RICHARD CADLE -REFUND	08/06/2025	50.00	1074
1659	THE RACHET HACHET	08/06/2025	500.00	1075

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

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Moved by Johnson and seconded by Myers:

RESOLVED: That the Mayor and Council enter into executive session for the purpose of contract negotiations and personnel under the provisions of the State's Open Meetings Law.

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

Moved by Johnson and seconded by Reed:

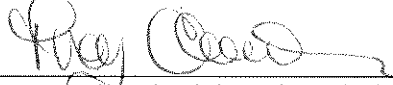
RESOLVED: That the Mayor and Council reconvene after approximately one hour and fifteen minutes in executive session.

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

The Council requests the City Attorney to draft a memo to the Non-Union Employees regarding Compensation Time.

Moved by Johnson and seconded by Reed:

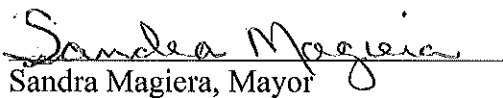
RESOLVED: That we hereby adjourn – 8:52 PM.
Carried.



Tracy Chamberlain, City Clerk

Dated: August 21, 2025

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



Sandra Magiera, Mayor

Dated: August 25, 2025