

REGULAR MEETING OF THE COMMON COUNCIL
JULY 23, 2025
7:00 PM

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

Mayor Magiera called the meeting to order at 7:00 PM. After the Pledge of Allegiance, Mayor Magiera asked for a moment of silence in memory of Sheldon Smith the son of Council Member Barry Smith.

Moved by Reed and seconded by Myers:

RESOLVED: That we hereby approve and dispense with the reading of the minutes of the last regular meeting of July 9, 2025.

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

Moved by Hill and seconded by Johnson:

RESOLVED: That we hereby approve the attached Amendment to the Agreement for Professional Services between HUNT Engineers, Architects and Surveyors, Horseheads, NY, and the City of Salamanca for the Veteran's Park Archway Repair Project in the amount of \$24,685.87.

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

Moved by Reed and seconded by Johnson:

**STATE ENVIRONMENTAL QUALITY REVIEW ACT
RESOLUTION REGARDING
CITY OF SALAMANCA
BILL FLANIGAN MEMORIAL ICE POND IMPROVEMENTS**

WHEREAS, the City of Salamanca (hereinafter the "City") owns and maintains the Bill Flanigan Memorial Ice Pond; and

WHEREAS, the City is proposing to conduct capital improvements to the ice pond, including the construction of a chalet building and synthetic ice system (collectively, the "Project"); and

REGULAR MEETING OF THE COMMON COUNCIL
JULY 23, 2025
PAGE TWO

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 an Unlisted Action. A Short Environmental Assessment Form was prepared for the Project, and pursuant to 6 NYCRR § 617.6(b), an uncoordinated 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 Council hereby makes the following findings:

The Project consists of the addition of an outdoor synthetic ice panel system and construction of a chalet multipurpose building. The chalet building will house a skate rental area, kitchen for concessions, concessions area and window, public restrooms with year-round accessibility, equipment storage, and an indoor gathering area or "warming hut" area with seating.

IT IS FURTHER RESOLVED, that:

The City of Salamanca 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 Short 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 Council, as lead agency, hereby makes the following determinations with respect to the Project pursuant to SEQRA:

- A. The Project constitutes an "Unlisted Action."
- B. Based upon review by the City Council of the Short Environmental Assessment Form, any input provided by other involved agencies, and other necessary criteria set forth in SEQRA, the City 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.

REGULAR MEETING OF THE COMMON COUNCIL
JULY 23, 2025
PAGE THREE

- 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, Reed, Myers
Nays: None

Communication from the Mayor and Council:

- It was noted there are open appointments on the Housing Authority Board and Youth Board.
- Council Member Myers requested the City Attorney to prepare an Ordinance to amend the Municipal Code with regard to parking on South Main Street. There was some discussion regarding the issues with seeing traffic in the area.
- Mayor Magiera thanked everyone that came to and helped with the Salamanca Summer Fest on July 12, 2025.
- The Falling Leaves Festival is scheduled for October 3 to 5, 2025 and if anyone is interested in helping with the Festival contact the Mayor.

Public Discussion:

- Kellen Quigley of the Salamanca Press asked for information on the Rail Museum move from the current building. It was advised to speak with the Seneca Nation of Indians or the Salamanca Industrial Development Agency's attorney.

Moved by Myers 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 Comptroller, Police Chief and Dog Control Officer for the month of June 2025 are hereby accepted and filed.

Vendor Number	Vendor Name	Payment Date	Payment Amount	Number
1642	BRANDON MILANOWSKI	07/11/2025	1,168.00	5047
1113	IDENTOGO	07/11/2025	89.25	5048
0481	MIKE P QUIGLEY	07/11/2025	3,500.00	5049
1189	SAFE LIFE DEFENSE, LLC	07/11/2025	3,105.50	5050
1244	ALICIA FISKE	07/18/2025	60.20	5051

REGULAR MEETING OF THE COMMON COUNCIL
JULY 23, 2025
PAGE FOUR

0371	CALE BENJAMIN	07/18/2025	4.30	5052
1262	CHAUTAUQUA COUNTY SHERIFF'S OFFICE	07/18/2025	2,100.00	5053
0122	ELAN FINANCIAL SERVICES	07/18/2025	7,294.48	5054
1644	JILL MAZZA	07/18/2025	264.92	5055
1643	JILL NEWARK	07/18/2025	25.00	5056
1023	RANDOLPH AUTO SUPPLY	07/18/2025	2,429.08	5057
0931	RICOH USA (PO BOX 41564)	07/18/2025	57.89	5058
1069	TIM HAYNOSKI	07/18/2025	113.98	5059
1211	ASCENDANCE TRUCKS PENNSYLVANIA, LLC	07/23/2025	209.99	5060
0432	BEICHNER WASTE SERVICES, INC.	07/23/2025	165.54	5061
0915	BLUE COLLAR WORKWEAR	07/23/2025	442.00	5062
0366	BRUTE SPRING & EQUIPMENT INC.	07/23/2025	1,345.00	5063
1012	CATTARAUGUS COUNTY DPW	07/23/2025	165.75	5064
0900	DECKER AND SWIMLINE, LLC	07/23/2025	3,200.00	5065
0916	EBERL IRON WORKS, INC.	07/23/2025	361.62	5066
0237	FASTENAL COMPANY	07/23/2025	39.64	5067
0191	GERNATT ASPHALT	07/23/2025	182.97	5068
0175	JAMESTOWN SOAP & SOLVENT, INC.	07/23/2025	1,599.70	5069
1405	KISS MY GRASS LAWN CARE LLC	07/23/2025	5,400.00	5070
0683	LANDPRO EQUIPMENT LLC	07/23/2025	549.09	5071
0469	MAINE OXY	07/23/2025	218.07	5072
0568	NEW ENTERPRISE STONE & LIME CO., INC	07/23/2025	8,761.46	5073
0515	NOCO ENERGY CORP.	07/23/2025	14,243.18	5074
1647	OPUS INSPECTION INC	07/23/2025	50.00	5075
0833	U & S SERVICES INC	07/23/2025	4,749.00	5076
0774	URBAN AUTO CENTER	07/23/2025	21.00	5077
1489	VALPRO SANITARY PRODUCTS INC.	07/23/2025	577.67	5078
0098	WORTH W SMITH	07/23/2025	728.53	5079
0099	BARMORE SELLSTROM INC.	07/23/2025	539.76	5080
0122	ELAN FINANCIAL SERVICES	07/23/2025	30.00	5081
0560	EMERLING FORD, INC	07/23/2025	961.63	5082
0193	GALLS PARENT HOLDINGS, LLC	07/23/2025	231.94	5083
0685	LINSTAR, INC.	07/23/2025	102.40	5084
1389	LYON MICRO, LLC	07/23/2025	1,898.78	5085
0108	MATTHEW BENDER & CO, INC.	07/23/2025	60.06	5086
1189	SAFE LIFE DEFENSE, LLC	07/23/2025	1,498.20	5087
1261	TARGETSOLUTIONS LEARNING, LLC	07/23/2025	2,986.86	5088
0774	URBAN AUTO CENTER	07/23/2025	2,892.88	5089
0243	WILLIAM HUNT	07/23/2025	97.52	5090
0098	WORTH W SMITH	07/23/2025	22.99	5091
1649	ZERO9 HOLSTERS	07/23/2025	183.75	5092
0581	BOUND TREE MEDICAL, INC.	07/23/2025	92.37	5093
0560	EMERLING FORD, INC	07/23/2025	218.19	5094

REGULAR MEETING OF THE COMMON COUNCIL
JULY 23, 2025
PAGE FIVE

1033	MAC TRUCK PARTS	07/23/2025	198.86	5095
0469	MAINE OXY	07/23/2025	168.74	5096
0206	MY-LOR, INC.	07/23/2025	232.54	5097
1592	PENN CARE, INC.	07/23/2025	156.00	5098
1023	RANDOLPH AUTO SUPPLY	07/23/2025	46.68	5099
0677	SALAMANCA PROFESSIONAL FIREFIGHTERS	07/23/2025	40.00	5100
0314	SYMBOLARTS	07/23/2025	658.00	5101
0774	URBAN AUTO CENTER	07/23/2025	383.35	5102
1489	VALPRO SANITARY PRODUCTS INC.	07/23/2025	141.67	5103
1048	WITMER PUBLIC SAFETY GROUP, INC	07/23/2025	1,301.00	5104
0098	WORTH W SMITH	07/23/2025	420.35	5105
0415	ADAM'S SERVICES, LLC	07/23/2025	600.00	5106
1244	ALICIA FISKE	07/23/2025	72.80	5107
0432	BEICHER WASTE SERVICES, INC.	07/23/2025	630.00	5108
1097	BREEZELINE	07/23/2025	152.47	5109
1286	CANDICE WALTON	07/23/2025	90.00	5110
0186	CASELLA WASTE SYSTEMS, INC.	07/23/2025	104.21	5111
0192	CATTARAUGUS CO. HEALTH DEPARTMENT	07/23/2025	7,821.88	5112
0094	CATTARAUGUS CO. MUNICIPAL CLERKS ASSOC	07/23/2025	25.00	5113
0794	CHAUTAUQUA COUNTY HUMANE SOCIETY SPCA	07/23/2025	25.00	5114
0167	FERGUSON PRINTING, INC	07/23/2025	380.00	5115
1650	FRANK SPETA	07/23/2025	25.00	5116
1205	HIGHMARK BCBSWNY (MEDICARE 286543)	07/23/2025	446.00	5117
0709	HODGSON RUSS, LLP	07/23/2025	4,662.00	5118
1330	HOME DEPOT CREDIT CARD SERVICES	07/23/2025	101.76	5119
1553	KATHLEEN TAYLOR	07/23/2025	525.11	5120
1645	KAYLA JACKSON	07/23/2025	530.12	5121
1389	LYON MICRO, LLC	07/23/2025	595.44	5122
0286	MICHAEL FOREMAN	07/23/2025	88.90	5123
0384	SALAMANCA PUBLIC LIBRARY	07/23/2025	55,845.00	5124
0570	SCOTT J COLLINS	07/23/2025	1,459.00	5125
0397	SENECA SALAMANCA CHAMBER OF COMMERCE	07/23/2025	1,000.00	5126
0385	SOUTHERN TIER ELECTRIC SUPPLY INC	07/23/2025	294.31	5127
1059	STAPLES	07/23/2025	757.31	5128
1069	TIM HAYNOSKI	07/23/2025	25.70	5129
1388	UBEO, LLC	07/23/2025	28.32	5130
1060	W.B. MASON CO. INC	07/23/2025	1,018.85	5131
0098	WORTH W SMITH	07/23/2025	29.99	5132
1238	AMAZON CAPITAL SERVICES	07/23/2025	352.83	8000045
1586	HARBOR FREIGHT	07/23/2025	1,399.97	8000046
1238	AMAZON CAPITAL SERVICES	07/23/2025	768.51	8000047

REGULAR MEETING OF THE COMMON COUNCIL
JULY 23, 2025
PAGE SIX

	POOLED CASH - FLF			
1641	KAY EDDY	07/11/2025	50.00	1071
0122	ELAN FINANCIAL SERVICES	07/18/2025	21.35	1072

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

Moved by Reed and seconded by Johnson:

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, Reed, Myers
Nays: None

Moved by Johnson and seconded by Myers:

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

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

Moved by Reed and seconded by Hill:

RESOLVED: That we hereby adjourn – 8:41 PM.

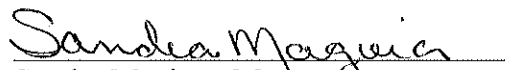
Carried.



Tracy Chamberlain, City Clerk

Dated: August 4, 2025

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



Sandra Magiera, Mayor

Dated: August 8, 2025

August 16, 2024

Tracy Chamberlain, City Clerk
City of Salamanca
225 Wildwood Avenue
Salamanca, NY 14779

Submitted by email

**Re: Veteran's Memorial Park Stone Archway Repairs Project
Engineering Services Agreement Amendment 1 for
Additional Professional Services
HUNT #2962-006**

Dear Ms. Chamberlain,

As previously discussed, I am writing to inform you of the additional services and fees incurred for the Veteran's Memorial Park Stone Archway Repairs Project. The original scope and fee for the project were presented in the "Veteran's Memorial Park Stone Archway Repairs Project Proposal for Engineering Services dated June 17, 2021", submitted to Tracy Chamberlain, City Clerk and approved by the City Council July 14, 2021.

The original intent of the professional services scope of work for this project included a review, report, and initial contract documents for the City to bid the project out, it did not however include bid assistance, or construction period services. Throughout the course of the project, due to the original bids by the City coming in over budget, discussions with the City, Sandi Brundage, and HUNT it was requested to have HUNT assist with revising the bid documents, and including bid assistance. After another round of bids and prices over budget, HUNT revised the bid documents again to include alternatives so the City could best choose what work could be completed on the arch. The bidding assistance also included answering RFI's, reviewing bids, offering a recommendation of award, etc. Throughout construction, HUNT was requested to provide minor construction administration duties, such as reviewing submittals from the contractor, reviewing pay applications, visiting the site for construction inspection, punch list, final inspection, reimbursables such as mileage and printing, etc. At the time of the additional work, Sandi Brundage informed HUNT to provide one final change order/agreement amendment at the end of all work so that multiple change orders were not needed, and to provide a final dollar amount of the work.

The HUNT team was informed to limit time spent to the project to as little as necessary to complete the above additional scope of work. Final project spending by HUNT including labor and reimbursable expenses total thirty-four thousand five hundred thirty-five dollars and eighty-seven cents (\$34,535.87), or twenty-four thousand six hundred eighty-five dollars and eighty-seven cents (\$24,685.87) above the original contracted services amount.

It is respectfully requested, now that the construction work is complete, to please review and sign the attached professional services agreement amendment and provide any comments or questions to Bryan White at 585-261-1693 or whiteb@hunt-eas.com.

Sincerely,

HUNT ENGINEERS, ARCHITECTS, LAND SURVEYORS & LANDSCAPE ARCHITECT, DPC



Bryan T. White, PE
Project Manager

enc: Agreement for Professional Services Amendment 1 dated 8/16/24

c:

**AGREEMENT FOR PROFESSIONAL SERVICES
AMENDMENT 1**

This amendment entered into this ____ day of _____, 2024 by and between the City of Salamanca, hereinafter called the CLIENT, and Hunt Engineers, Architects, Land Surveyors & Landscape Architect D.P.C., hereinafter called the CONSULTANT, amends the Veteran's Memorial Park Stone Archway Repairs Project Proposal for Engineering Services dated June 17, 2021, and approved by the City Council on July 14, 2021, to include all items as described within the enclosed letter titled "Veteran's Memorial Park Stone Archway Repairs Project – Engineering Services Agreement Amendment 1 for Additional Professional Services" dated and signed August 16, 2024. The amendment to the original scope of services includes, in general, the following items:

1. Additional scope requirements for bid assistance, multiple re-bids, bid review
2. Additional scope requirements for construction period services
3. Reimbursable expenses

The total proposed fee for the amended services is a lump sum fee of twenty-four thousand six hundred eighty-five dollars and eighty-seven cents (\$24,685.87) including reimbursable expenses.

I have read and understand the amended Scope of Services as described in the attached letter from Bryan White, PE dated August 16, 2024, regarding the "Veteran's Memorial Park Stone Archway Repairs Project – Engineering Services Agreement Amendment 1 for Additional Professional Services" and accept the terms and costs as stated.

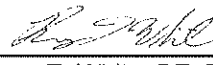
CLIENT:

CONSULTANT:

CITY OF SALAMANCA

**HUNT ENGINEERS, ARCHITECTS, LAND SURVEYORS
& LANDSCAPE ARCHITECT D.P.C.**

BY: _____
Tracy Chamberlain, City Clerk

BY:  _____
Bryan T. White, PE, Project Manager

DATE: _____

DATE: 8/16/2024