Meeting #6
Regular _X_ Special _____

Wednesday March 20, 2024

AGENDA

Evans Town Board, Evans Town Hall, 8787 Erie Road, Angola, New York
www.townofevans.org

Item	Description	Disp.
I	Call the Meeting to Order	
II	Pledge of Allegiance	
III	Roll Call	
IV	Approval of the Minutes: March 6, 2024 Regular Town Board Meeting Minutes	
V	Communications:	
VI	Public Hearing & Bid Opening:	
VII	Committee & Department Head Reports:	
VIII	Town Clerk's Reports: February 2024 Town Clerk Report $223,592.55 Interest $15.15 Greenspace Fee $700.00 Petty Cash $650.00	
IX	Old Business:	
X	Privilege of the Floor:	
XI	Resolutions: 1.) Appointment of Part Time Clerk-Parks Dept. 2.) Appointment of Part Time Gate Guard 3.) Appointment to Community Events and Recycling Committees. 4.) Authorizing Contractors for property maintenance services 2024 5.) Award Bid for Emergency Tree Removal Services	
XII	Licenses: 1.) David S. Jacobson d/b/a Pat's Pizzeria (Refreshment) 2.) Robert J. Pasinski d/b/a Jovial Bar II Inc. (Refreshment/Amusement)	
XIII	Audit of Bills:	
XIV	Adjournment to: Wednesday April 3, 2024 at 6:00pm for the Work Session and Regular Meeting immediately to follow.	

Open Meetings Law, Public Officers Law, Article 7, §106. Minutes.
Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon. Get the Agenda and Meeting Packet sent to your email! Subscribe to the Town of Evans Legal Paper:www.Townofevans.org http://www.observertoday.com/store/ (716)366-3000 click Newsletter Signup under the Quick Links

Evans Town Board

At a meeting of the Town Board of the Town of Evans, the following were present:

PRESENT:	Michael Schraft	Councilman
	John Wilson	Councilman
	Jeanne Macko	Councilman
	Laurie Reitz	Councilman
ALSO PRESENT:	Lynn Krajacic	Town Clerk
	Lisa Poch	Town Attorney
ABSENT:	Raymond Ashton	Supervisor

RESOLUTION 2024 #135 Accept Minutes

Councilman Wilson moved and Councilman Schraft seconded that the reading of the February 21, 2024 Meeting minutes be dispensed with and accepted as submitted by the Town Clerk.

VOTE RESULT:	ADOPTED BY ROLL CALL	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Absent

COMMUNICATIONS

Councilman Wilson reported that the Supervisor's September 2023 Monthly Report has been made to the Town Board and a copy was filed with the Town Clerk's Office.

OLD BUSINESS

RESOLUTION 2024 #136 Remove from Old Business Declare Surplus Vehicle SmithCo G Star - Parks Dept

Councilman Schraft moved and Councilman Wilson seconded to remove item #1 from Old Business

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #137 Declare Surplus Vehicle - Parks Dept

Councilman Macko moved and Councilman Schrafttz seconded;

BE IT RESOLVED, that the following Parks Department equipment is not in working order and has no value and is hereby declared surplus equipment; SmithCo G/Star, Serial Number G186, Model Number 9328

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #138 Award Contract for Marketing, Branding & Communications Services

Councilman Schraft moved and Councilman Reitz seconded;

WHEREAS, the Town of Evans is seeking to retain a professional firm specializing in marketing, branding and communications services to develop and implement a strategic campaign with the primary objective of increasing the regional awareness of the Town of Evans and promoting the development of our local business, waterfront, agricultural and residential communities; and

WHEREAS, the Evans Economic Development Advisory Committee solicited competitive proposals from qualified firms to provide marketing, branding and communications services; and

WHEREAS, the Committee carefully reviewed proposals and have determined that the proposal submitted by Bruckman Media provides the best project understanding, approach to the scope of work, and overall cost to the Town; and

WHEREAS, the cost of the proposals submitted by Bruckman Media was $45,000.00.

NOW, THEREFORE BE IT RESOLVED, that the Evans Town Board authorizes the award of contract for marketing, branding and communications services to Bruckman Media located at 3701 McKinley Pkwy Unit 808, Buffalo, NY 14219; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute any necessary contract documents.

VOTE RESULT:	ADOPTED BY ROLL CALL	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Absent

RESOLUTION 2024 #139 Award Contract for Town of Evans Security Cameras

Councilman Wilson moved and Councilman Reitz seconded,

WHEREAS, the Town of Evans solicited competitive proposals from qualified and experienced companies for updating security cameras, which includes installation, for the Evans Town Hall, Highway Building and Water Department Building; and

WHEREAS, the Town Supervisor received and reviewed proposals from three (3) qualified companies; and

WHEREAS, the proposal submitted by Vasteck Solutions presented the best and most comprehensive approach to the project in the most economical fashion;

NOW, THEREFORE BE IT RESOLVED, that the Evans Town Board authorizes the award of contract for cameras and installation to Vasteck Solutions at 53 Jessica Lane, Depew, NY 14043 in the amount of $34,818.00; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute all necessary contract documents, upon review and approval of the Town Attorney.

VOTE RESULT:	ADOPTED BY ROLL CALL	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Absent

RESOLUTION 2024 #140 Award Contract for Evans Transportation Master Plan

Councilman Macko moved and Councilman Reitz seconded,

WHEREAS, the Town of Evans wishes to develop a Transportation Master Plan to identify improvements, policies, programs, strategies, projects, schedules, responsibilities, costs and

funding sources needed to assure that the Evans transportation and roadway network adequately serves the Town's travel needs; and

WHEREAS, the Transportation Advisory Committee solicited competitive proposals from qualified firms to conduct the Master Plan; and

WHEREAS, the Committee carefully reviewed all proposals and have determined that the proposal submitted by C&S Companies provides the best project understanding, approach to the scope of work, and overall cost to the Town; and

WHEREAS, the cost of the proposal submitted by C&S Companies was $99,710.00 to conduct the Transportation Master Plan.

NOW, THEREFORE BE IT RESOLVED, that the Evans Town Board authorizes the award of contract for the Transportation Master Plan to C&S Companies located at 141 Elm Street, Suite 100, Buffalo, NY 14203; and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to execute any necessary contract documents.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #141 Declare Surplus Vehicles - Building/Maintenance Department

Councilman Reitz moved and Councilman Schraft seconded,

FURTHER, BE IT RESOLVED, that the following highway vehicles are hereby declared surplus vehicles and will be sold at auction with the proceeds being deposited in the Towns General Fund account:

2004 Chevy Pick Up - VIN: 1GCEC14VX4E356361

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #142 Declare Surplus Vehicle - Parks

Councilman Reitz moved and Councilman Schraft seconded,

FURTHER, BE IT RESOLVED, that the following highway vehicles are hereby declared surplus vehicles and will be sold at auction with the proceeds being deposited in the Towns General Fund account:

2010 Ford E-150 Cargo Van - VIN: 1FTNE1EW1BDA38570

VOTE RESULT:	ADOPTED BY ROLL CALL	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Absent

RESOLUTION 2024 #143 Evans Center Volunteer Fire Company Elected Membershipt

Councilman Schraft moved and Councilman Reitz seconded,

WHEREAS, Evans Center Volunteer Fire Company has accepted applications for new candidates for membership; and

WHEREAS, each candidate was interviewed thoroughly and found to meet or exceed the qualifications; and

WHEREAS, the following candidates were elected into membership of the Evans Center Volunteer Fire Company during the January 9, 2024 General Membership Meeting;

NOW, THEREFORE, BE IT RESOLVED, based on the above, the Evans Town Board hereby approves the following member elected into membership to Evans Center Volunteer Fire Company, Inc.;

Adam Buczkowski
Nathan Southworth

VOTE RESULT:	ADOPTED BY ROLL CALL	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Absent

RESOLUTION 2024 #144 Advertise for Property Maintenance Services

Councilman Wilson moved and Councilman Reitz seconded,

WHEREAS; the Town of Evans Code Enforcement Office determines from time to time that certain properties are not in compliance with local and/or state laws, ordinances, codes, and regulations regarding the lack of upkeep of said properties; and

WHEREAS; certain work is needed on such properties (i.e. seasonal clean-up, grass cutting, board-up, etc.) when the owners of such properties fail to bring them into compliance with local and/or state laws, ordinances, codes and regulations;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Evans hereby establishes payment rates for such work for various properties in the Town of Evans for the calendar year 2024, as set forth in the attached Schedule; and

BE IT FURTHER RESOLVED, that the Town Clerk is hereby authorized to advertise for proposals in the Dunkirk Observer and on the Town of Evans website (townofevansny.gov) for interested parties for such property maintenance services for the calendar year 2024.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #145 Advertise for RFP for 2024 Emergency Tree Removal Services

Councilman Reitz moved and Councilman Macko seconded,

WHEREAS, the Town of Evans is issuing a Request for Proposals (RFP) for the 2024 Emergency Tree Removal Services for the purpose of removing Town owned trees from Town property and completing stump grinding afterwards; and

WHEREAS, a full copy of the Request for Proposal shall be available by emailing the Town of Evans Building Department at jflading@townofevans.org;

RESOLVED, the Evans Town Board shall authorize the Town Clerk to advertise a Request for Proposal regarding the above reference project; and

BE IT FURTHER RESOLVED, that sealed proposals are due to the Town of Evans Town's Clerk Office at 8787 Erie Road, Angola, NY 14006 by 2:00 p.m. (local time) on Monday, March 18, 2024, at which time the sealed proposals will be opened.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #146 Suspend the Rules of Order

Councilman Schraft moved and Councilman Reitz seconded to Suspend the Rules of Order for the consideration of an additional resolution.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #147 Advertise for Invitation to Bid - Dredging for Sturgeon Point Marina

Councilman Macko moved and Councilman Schraft seconded,

WHEREAS, the Town Engineer is hereby authorized to prepare an invitation to bid for Dredging Services for the Sturgeon Point Marina; and

WHEREAS, the specifications for the invitation to bid shall be available at the Office of the Engineer, Clark Patterson Lee, 26 Mississippi Street, Buffalo, NY 14203, beginning Wednesday, March 13, 2024;

NOW, BE IT RESOLVED, the Town Clerk shall advertise a notice of invitation to bid; and

BE IT FURTHER RESOLVED, that the bids are due to the Evans Town Clerk's Office, 8787 Erie Road, Angola, New York, by 2:00 p.m. (local time) on Tuesday, April 2, 2024, at which time the bids will be publicly opened and read aloud.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #148 Audit of Bills

Councilman Macko moved and Councilman Reitz seconded that all properly audited bills be paid out of their respective accounts as follows:

	AUDIT OF BILLS
DATE	3/7/2024
ABSTRACT NO.	5
VOUCHER NO.	14095 - 14176
CHECK NUMBERS	87050 - 87117
APPROVED AT	Board Meeting
DATE	3/6/2024
GENERAL	$49,503.53
PART TOWN	$43,203.15
HIGHWAY DB	$7,444.04
WATER	$13,800.02
CAPITAL PROJECTS	$276,505.60
SPECIAL DISTRICTS	$98,511.43
DEBT SERVICE	
TOTAL	$488,967.77

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

RESOLUTION 2024 #149 Adjournment

Councilman Wilson moved and Councilman Schraft seconded to adjourn to Wednesday, March 20, 2024 at 6:00pm for a Work Session and the Regular Meeting to follow.

VOTE RESULT: ADOPTED BY ROLL CALL

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Absent

Open Meetings Law, Public Officers Law, Article 7, §106. Minutes.
Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

These minutes are an unofficial copy unless the original signature of the Town Clerk is affixed below. The original official paper minutes are stored in the Town's vault.

Respectfully Submitted,

Lynn M. Krajacic
Town Clerk

DRAFT

TOWN OF EVANS

8787 Erie Road • Angola, NY 14006-9600

LYNN M. KRAJACIC, TOWN CLERK

Telephone (716) 549-8787

March 1, 2024

Raymond Ashton, Supervisor
8787 Erie Road
Angola, New York 14006

Dear Supervisor Ashton,

Per transfer through Evans Bank, $224,307.70 was transferred to the Town of Evans Savings & Green Space account.

This represents the following:

Town Clerk February 1, 2024 - February 29, 2024	$223,592.55
Interest Earned on Checking Account February 1, 2024 - February 29, 2024	$ 15.15
Greenspace Fees/Trust & Agency Account February 1, 2024 - February 29, 2024	$ 700.00
Petty Cash Fund Balance	$ 650.00

These funds were received by me as Town Clerk for the Town of Evans.

Best Regards,

Lynn Krajacic

Lynn Krajacic, RMC
Town Clerk

Cc: Finance Dept
Councilman Wilson
Councilman Schraft
Councilman Macko
Councilman Reitz

2024-1

RESOLUTION – APPOINTMENT OF PART TIME CLERK – PARKS DEPARTMENT

BE IT RESOLVED, that Diane Steinhoff is hereby appointed as Part Time Clerk for the Town of Evans, effective Monday, April 18, 2024, at an hourly rate of $17.30 and working up to a maximum of 19.5 hours per week.

FURTHER, BE IT RESOLVED, a copy of this resolution is to be given to the Human Resource Department and Parks Department.

FURTHER, BE IT RESOLVED; this resolution is considered nunc pro tunc.

ROLL CALL VOTE:

Res 2

RESOLUTION – APPOINTMENT OF PART TIME GATE GUARD

BE IT RESOLVED, effective Monday, April 8, 2024, the following individual is hereby appointed as Part Time Gate Guard, working up to 19.5 hours per week, at the hourly rates indicated:

NAME	TITLE	HOURLY RATE
Dale Zielonka	Part Time Gate Guard	$15.30

FURTHER, BE IT RESOLVED, a copy of this resolution is to be given to the Human Resource Department and Parks Department.

ROLL CALL VOTE:

Res 3

RESOLUTION – APPOINTMENT TO COMMUNITY EVENTS COMMITTEE AND RECYCLING COMMITTEE

BE IT RESOLVED, effective immediately, Joseph O. Pinter is hereby appointed to the Town of Evans Community Events Committee and the Recycling Committee.

ROLL CALL VOTE:

Res 4
pg 1

RESOLUTION AUTHORIZING CONTRACTORS FOR
BOARD UP, GRASS-CUTTING AND RELATED PROPERTY MAINTENANCE
SERVICES
OF VARIOUS PROPERTIES IN THE TOWN OF EVANS
FOR THE CALENDAR YEAR 2024

WHEREAS, the Town of Evans Code Enforcement Office is responsible for the inspection of various properties within the Town of Evans to ensure compliance with residential and commercial property maintenance codes; and

WHEREAS, the Town of Evans Code Enforcement Office determines from time to time that certain properties are not in compliance with local and/or state laws, ordinances, codes, and regulations concerning the safety, condition and maintenance of said properties; and

WHEREAS, when violations are noted, property owners are notified to safeguard their property by cutting high grass, closing up inground pools, repairing and/or removing hazardous conditions and/or boarding-up their properties and

WHEREAS, in the event the owners of such properties fail to bring them into compliance with local and/or state laws, ordinances, codes, and regulations, and public safety requires that action be taken immediately, it is necessary that the Code Enforcement Office retain a private contractor to perform the necessary work on such property; and

WHEREAS, the Town adopted rates of compensation for such work by Resolution 2022-115, adopted February 16, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Evans is hereby authorized to retain any of the qualified contractors appearing on the attached list to perform such work at designated properties in the Town of Evans during calendar year 2024, at the rates of compensation stated in Resolution 2022-115, adopted February 16, 2022, upon execution of a written Agreement with the Town and approval of the contractor's Certificates of Insurance, and

BE IT FURTHER RESOLVED, that Supervisor Ashton is authorized to execute such agreements.

ROLL CALL VOTE:

Res 4
Pg 2

2024 Property Maintenance Contractors

Grass cutting:
Todd's Landscaping
129 Commercial Street
Angola, NY 14006

And

Atlas Enviro Clean
2516 Route 20, Box 55
Sheridan, NY 14135

Clean up/Board up:
Todd's Landscaping
129 Commercial Street
Angola, NY 14006

And

Atlas Enviro Clean
2516 Route 20, Box 55
Sheridan, NY 14135

Res 5

RESOLUTION – AWARD BID FOR 2024 EMERGENCY TREE REMOVAL SERVICES

WHEREAS, bids were solicited for the 2024 Emergency Tree Removal Services in the Town of Evans for the Contract Term of April 1, 2024 through March 31, 2025; and

WHEREAS, bids were received and opened on Monday, March 18, 2024 at 2:00 P.M., in accordance with the Notice to Bidders previously authorized; and

WHEREAS, the lowest responsible bid was submitted by Kravitz Tree Service, LLC located at 19 Norton Place, Fredonia, NY 14063; and

NOW, THEREFORE, BE IT RESOLVED, that the Evans Town Board authorizes the award of the contract for the 2024 Emergency Tree Removal Services to Kravitz Tree Service, LLC located at 19 Norton Place, Fredonia, NY 14063; and

BE IT FURTHER RESOLVED, that Supervisor Ashton is authorized to execute any necessary contract documents regarding said bid award, upon the approval of the Town Attorney.

ROLL CALL VOTE: