Meeting #5 Wednesday March 6, 2024
Regular _X_ Special _____

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: February 21, 2024 Regular Town Board Meeting Minutes	
V	Communications: Supervisor's Monthly Report December 2023	
VI	Public Hearing & Bid Opening:	
VII	Committee & Department Head Reports:	
VIII	Town Clerk's Reports:	
IX	Old Business: 1.) Declare Surplus-Parks Department - SmithCo G Star, Serial Number G186, Model Number 9328	
X	Privilege of the Floor:	
XI	Resolutions: 1.) Award contract for marketing, branding and communication services. 2.) Award contract for Town of Evans Security Cameras 3.) Award contract for Town of Evans Transportation Master Plan 4.) Declare surplus Vehicle-Building Maintenance Department. 5.) Declare surplus Vehicle-Parks Department 6.) Approve Evans Center Vol Fire Co. Elected Membership 7.) Advertise for Property Maintenance Services 2024 8.) Authorize to advertise for RFP for 2024 Emergency Tree Removal and Stump Grinding	
XII	Licenses:	
XIII	Audit of Bills:	
XIV	Adjournment to: Wednesday, March 20, 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:	Laurie Reitz	Councilman
	Jeanne Macko	Councilman
	Michael Schraft	Councilman
	Raymond Ashton	Supervisor
ALSO PRESENT:	Lynn Krajacic	Town Clerk
ABSENT:	John Wilson	Councilman
	Lisa Poch	Town Attorney

RESOLUTION 2024 #119 Accept Minutes

Supervisor Ashton moved and Councilman Schraft seconded that the reading of the February 7, 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	Absent
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2024 #120 Sign Agreement with Instream LLC

Councilman Schraft moved and Councilman Reitz seconded;

WHEREAS, the contract for services between the Town of Evans and InStream, LLC Software Support Agreement will expire on April 16, 2024; and

WHEREAS, pursuant to the terms of the aforementioned contract, the Town of Evans will enter into an agreement for a period of one (1) year, April 17, 2024 through and including April 16, 2025, in the amount of $6,043.34;

NOW, THEREFORE, BE IT RESOLVED, that Supervisor Ray Ashton is hereby authorized to execute any documents necessary to enter into the above referenced agreement for a period of one (1) year from its expiration (April 17, 2024 through April 16, 2025), upon approval of the Town Attorney.

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

RESOLUTION 2024 #121 Amend Resolution 2024-039 - Town Owned Vehicle

Councilman Schraft moved and Councilman Reitz seconded;

WHEREAS; the Evans Town Board discussed the necessity of Town of Evans Parks Crew Chief Richard Galfo to utilize the town-owned vehicle used for business use only;

NOW, THEREFORE, BE IT RESOLVED; that resolution #2024-039 is amended to include Town of Evans Parks Crew Chief Richard Galfo pursuant to town-owned vehicles; and

BE IT FURTHER RESOLVED; all rules and regulations shall be applicable in accordance with the law and Internal Revenue Service regulations.

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

RESOLUTION 2024 #122 Amend Resolution 2024-053 - Lifeguards Salary

Councilman Reitz moved and Supervisor Ashton seconded,

WHEREAS; in order to be competitive pursuant to hiring and retaining lifeguards for the Town of Evans;

BE IT RESOLVED; that resolution #2024-053 is amended for purposes of wage rates and training/certification reimbursements as follows:

Head Lifeguard	$18.10 per hour to $20.00 per hour
Lifeguard Captains	$17.10 per hour to $19.00 per hour
Lifeguards	$16.10 per hour to $18.00 per hour

BE IT FURTHER RESOLVED; the reimbursement, at the end of the season, for the completion of yearly required training/certification shall increase from $250 to $300 per season, provided the employee does not call in and/or give up a shift no more than three (3) occurrences per season.

BE IT FURTHER RESOLVED; the Town of Evans Parks Department, along with the Head Lifeguard, will monitor the above referenced occurrences for calculation and approval purposes.

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #123 Appointment of Full Time Assistant Code Enforcement Officer

Councilman Macko moved and Councilman Schraft seconded,

WHEREAS; a vacancy exists for a full-time Assistant Code Enforcement Officer; and

WHEREAS; Adam Cycz is currently employed as a Part Time Assistant Code Enforcement Officer; and

WHEREAS; Adam Cycz has successfully passed his Code Enforcement training;

NOW, THEREFORE, BE IT RESOLVED; that Adam Cycz is hereby appointed provisionally as full-time Assistant Code Enforcement Officer for the Town of Evans, effective February 21, 2024, at an annual salary of $52,302.68, payable bi-weekly; and

FURTHER, BE IT RESOVED; all relative issues rules and regulations will be understood to all parties' subject to Civil Service Law and the IBEW Local #41 collective bargaining agreement.

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #124 Approve PBA Collective Bargaining Agreement

Supervisor Ashton moved and Councilman Macko seconded,

WHEREAS, the Town of Evans Highway Department is in need of two (2) trucks, one (1) with a dump body and (1) one with a utility body to service the Town of Evans' residents; and

WHEREAS, the Evans Town Board acknowledges the need for the above referenced vehicles; and

WHEREAS, the Evans Town Board acknowledges the Highway Department's adherence to Town of Evans procurement policy during the process of purchasing the vehicles, meeting the requirements of General Municipal Law, Section 104-b;

THEREFORE, BE IT RESOLVED, the Evans Town Board approves the use of $167,857 from the DB Fund Balance Reserve into the highway machinery and motor vehicles budget line, DB.5110.220.00 for the following vehicle purchase:

2023 Ford F-550 SD XL 4WDW/Dump Body, VIN #1FD0W5HT0PED52630
2023 Ford F-550 SD XL 4WDW/Utility Body, VIN #1FD0W5HN9PED51011

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #125 Budget Transfer - Police

Councilman Reitz moved and Supervisor Ashton seconded,

WHEREAS, the Town is obligated by general municipal law to maintain a balanced budget;

NOW, THEREFORE, BE IT RESOLVED, the Town Board of the Town of Evans hereby authorizes the Director of Finance to make the following budget transfer to reappropriate funds for costs associated with purchase of radios for new patrol cars #43, #44 and #45:

Transfer From:

A3120.401.03 (2023)	Supplies (Other)	$3,565.30

Transfer To:

A3120.200.03 (2023)	Field - Portable and Mobile Radios	$3,565.30

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #126 Transfer Surplus Vehicle from the Highway Department to the Parks Department

Councilman Schraft moved and Supervisor Ashton seconded,

BE IT RESOLVED, that the following Highway vehicle is hereby declared surplus from the Town of Evans Highway Department inventory and will be transfer to the Town of Evans Parks Department inventory.

2022 Ford F-350 VIN #1FDRF3E65NEE94317

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #127 Employee Stipend - Courts

Councilman Macko moved and Councilman Reitz seconded,

RESOLVED, effective February 21, 2024, Court Clerk Maggie O'Connor, shall receive a $1,000 municipal administrative stipend for additional administrative duties performed pursuant to Evans Town Court, payable bi-weekly, per the 2024 adopted budget.

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #128 Placement of Historical Marker at Cash Cemetary

Councilman Reitz moved and Councilman Macko seconded,

BE IT RESOLVED, the Evans Town Board approves the Evans Historical Society and the Pomeroy Foundation to place a historical marker at Cash Cemetery, provided by the Pomeroy Foundation, at no cost to the Town of Evans. The cemetery is located at Lake Shore Road and West Pleasant Avenue in the Town of Evans.

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

RESOLUTION 2024 #129 Suspend the Rules of Order

Supervisor Ashton moved and Councilman Schraft 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	Absent
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2024 #130 Advertise for Invitation to Bid - Streetlighting Maintenance & Emergency Repair Contract

Councilman Macko moved and Councilman Reitz seconded,

WHEREAS; the Town of Evans has identified issues with its streetlighting infrastructure, including problems with post top lights and rotted post top standards which compromise the safety and aesthetic value of the community; and

WHEREAS; the efficient and effective functioning of streetlights is critical to ensuring public safety, enhancing night-time visibility, and promoting a sense of security among the residents of the Town of Evans; and

WHEREAS; to address these issues and ensure the continued reliability and performance of the town's streetlighting infrastructure, there is a need for a comprehensive maintenance and emergency repair service; and

WHEREAS; it is in the best interest of the Town of Evans to engage in a competitive bidding process to select a qualified contractor to provide streetlighting maintenance and emergency repair services on a time and material basis for a period of two (2) years;

NOW, THEREFORE, BE IT RESOLVED, that 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, NY 14006 by 2:00pm (local time) on Tuesday, March 19, 2024, at which time the bids will be publicly opened and read aloud.

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

RESOLUTION 2024 #131 Approve Town Licenses

Councilman Wilson moved and Councilman Schraft seconded,

1.) William Pfeil d/b/a Triton Valley Estates - Angola and Derby (Mobil Home Development)

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

RESOLUTION 2024 #132 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	2/22/2024
ABSTRACT NO.	4
VOUCHER NO.	14035 - 14092
CHECK NUMBERS	86994 - 87049
APPROVED AT	Board Meeting

DATE	2/21/2024
GENERAL	$51,634.88
PART TOWN	$2,891.08
HIGHWAY DB	$194,082.18
WATER	$2,101.23
CAPITAL PROJECTS	$100.00
SPECIAL DISTRICTS	$1,140,022.96
DEBT SERVICE	
TOTAL	$1,390,832.33

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #133 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	2/22/2024
ABSTRACT NO.	4-A (2023 bills)
VOUCHER NO.	14093 - 14094
CHECK NUMBERS	86992 - 86993
APPROVED AT	Board Meeting
DATE	2/21/2024
GENERAL	$9,192.23
PART TOWN	
HIGHWAY DB	$542.00
WATER	
CAPITAL PROJECTS	
SPECIAL DISTRICTS	
DEBT SERVICE	

TOTAL $9,734.23

VOTE RESULT: ADOPTED BY ROLL CALL

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

RESOLUTION 2024 #134 Adjournment

Supervisor Ashton moved and Councilman Macko seconded to adjourn to Wednesday, March 6, 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	Absent
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

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

Comm 1

Communication

The Supervisor's Monthly report has been made to the Town Board and a copy was filed with the Town Clerk's office in accordance with Town Law.

December, 20 ~~24~~ 23

Res 2

Submitted for the March 6, 2024 Evans Town Board meeting:

RESOLUTION – Award Contract for Marketing, Branding and Communications Services

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.

ROLL CALL VOTE:

Res 2

RESOLUTION – AWARD CONTRACT FOR TOWN OF EVANS SECURITY CAMERA'S

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.

ROLL CALL VOTE:

Res 3

Submitted for the March 6, 2024 Evans Town Board meeting:

RESOLUTION – Award Contract for Evans Transportation Master Plan

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.

ROLL CALL VOTE:

Res 4

Resolution 2024 - Declare Surplus Vehicles – Building/Maintenance Department

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

ROLL CALL VOTE:

Res 5

Resolution 2024 - Declare Surplus Vehicles – Parks Department

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

ROLL CALL VOTE:

Res 6

RESOLUTION – EVANS CENTER VOLUNTEER FIRE COMPANY, INC. ELECTED MEMBERSHIP

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

ROLL CALL VOTE

Res 7

RESOLUTION – Advertise for Property Maintenance Services of Various Properties in the Town of Evans for Calendar Year 2024

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.

ROLL CALL VOTE:

Res 8

Resolution - Advertise the RFP for 2024 Emergency Tree Removal Services for the Town of Evans

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.

ROLL CALL VOTE: