

VILLAGE OF SPRINGVILLE
2022 MINUTES

June 6, 2022

7:00 P. M.

The Regular Meeting of the Trustees of the Village of Springville was held at the Village Municipal Building, 65 Franklin Street, Springville, New York at the above date and time. Present were:

Mayor	Timothy Michaels
Trustees	Reed Braman Lindsay Buncy Mary Padasak Terry Skelton
Village Administrator	Liz Melock
Superintendent of Public Works	Duane Boberg
Village Attorney	Paul Weiss
Building Inspector/ Code Enforcement Officer	Michael Kaleta
Officer in Charge	Nicholas Budney
Deputy Clerk	Holly Murtiff
Also Attending	Todd Catalano, Emergency Manager Max Borsuk, Springville Journal
Absent	Marc Gentner, Fire Chief

Mayor Michaels called the meeting to order at 7:00 PM.

1. Minutes Minutes of the Regular Meeting of May 16, 2022 were approved as written by Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Trustees Braman, Padasak, Skelton and Buncy voting yes, none opposed.

Minutes of the Special Meeting of May 18, 2022 were approved after correction by Trustee Braman, seconded by Trustee Buncy; carried, Mayor Michaels, Trustees Braman, Buncy and Padasak voting yes, Trustee Skelton abstaining, none opposed.

PUBLIC COMMENT

Village of Springville Emergency Manager Todd Catalano introduced himself to the members of the Board who he has never met and thanked them for their support. Todd mentioned that they will be asked to vote on the update to the Emergency Operations Plan that he has been working on.

DEPARTMENT REPORTS
ADMINISTRATOR REPORT

2. Budget Modifications Motion was made by Trustee Braman, seconded by Trustee Padasak; carried, Mayor Michaels, Trustees Braman, Buncy, Padasak and Skelton voting yes, none opposed to approving the attached

2021/2022 Budget adjustments. **060622A.1**

3. PT Dispatcher Appointment Motion was made by Trustee Padasak, seconded by Trustee Skelton; carried, Mayor Michaels, Trustees Padasak, Skelton, Braman and Buncy voting yes, none opposed to approving the appointment of Marc Gentner as Public Safety Dispatcher PT effective immediately.
4. Emergency Operations Plan Revisions After explanation, motion was made by Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Trustees Skelton, Braman, Buncy and Padasak voting yes, none opposed to approve the revisions to the Disaster Response/Emergency Operations Plan that has been updated by Emergency Manager Todd Catalano. **060622 A.2**
5. Labor Attorney Appointment Motion was made by Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Trustees Skelton, Braman, Buncy and Padasak voting yes, none opposed to appoint Paul Weiss as Village of Springville labor attorney at a rate of \$200 per hour for labor matters.
6. Village Hall Roof Replacement Motion was made by Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Trustee Skelton, Braman, Buncy and Padasak voting yes, none opposed to authorizing accepting bids for a roof replacement at 5 West Main Street Village Hall.
7. Standard Workday Resolution Motion was made by Trustee Padasak, seconded by Mayor Michaels, carried, Mayor Michaels, Trustees Padasak, Buncy and Skelton voting yes, Trustee Braman abstaining, none opposed to approve the attached Standard Workday Resolution. **060622 A.3**
8. Downtown Sidewalk Replacement Project Motion was made by Trustee Padasak, seconded by Trustee Skelton, carried, Mayor Michaels, Trustees Padasak, Skelton, Braman and Buncy voting yes, none opposed to approve the RFP (request for price) to Marquis Engineering for design, engineering and construction inspection for the downtown sidewalk replacement project using the Federal CARES Act funding. The amount of the RFP is \$25,200.

Administrator Melock discussed the following items with the Board;

- Village taxes were mailed out on May 31st. If you haven't received your tax bill, call the Village Office. Taxes are due July 1st without penalty.
- Thursday Concerts at Heritage Park start July 7th. Flyer was an insert in the June utility bills. Concerts are funded by the Village of Springville & Town of Concord and begin at 7 pm.
- Fireworks and Concert at Town Park on Sunday July 3rd. Midnight Recovery Band starts at 7 pm. Event is funded by the Town of Concord & Village of Springville.
- Support letters are needed for NY Main 2022 grant. Alma Brown will be reaching out to elected officials for support letters.
- There is an ad out currently looking for a PT Court Clerk.

SUPERINTENDENT REPORT

9. Streets New Hire Motion was made by Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Trustees Skelton, Braman, Padasak and Buncy voting yes, none opposed to hiring Bryson Black of 12331 Springville/Boston Rd. Springville, NY 14141, for the open position in the Streets Dept. Wages will be \$21.00 for the six month probation period. Start date 2 wks.
10. Summer Hire Motion was made by Trustee Padasak, seconded by Trustee Buncy; carried, Mayor Michaels, Trustees Padasak, Buncy, Braman and Skelton voting yes, none opposed to hiring Jackson Rickert for summer employment working with the Water/Sewer Dept. Starting on June 7 at the rate of \$15.00 hr.

11. Retirement Superintendent Boberg announced that with Greg Reynolds official retirement, Shawn Pidsadnick /Promotion has become the new Leadman in the Streets Dept. Alex Pefley has also moved to Heavy Equipment Operator B both effective June 1, 2022.

12. Surplus Motion was made by Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Millings Trustees Skelton, Braman, Buncy and Padasak voting yes, none opposed to declare the oil/chip millings as surplus and available for pick up by anyone that would want them sometime in the second week of July.

Superintendent Boberg discussed the following;

- With only 1 bid for transformers and the lead time of over 1 year we are not awarding this bid.
- The Spray Park is on schedule to open on June 18th. Sails are up landscaping is done and the Senior class from the High School will be painting the pad on June 10th.

POLICE DEPARTMENT

Officer in Charge Budney reported on the following;

- May 2022 SPD calls handled
- May 2022 ECSO call handled

FIRE DEPARTMENT

Administrator Melock read the Fire report in the absence of Chief Gentner

- Calls
- Training

BUILDING INSPECTOR/CEO

BI/CEO Kaleta had no report this evening.

CONTROL CENTER

The Control Center report was read by Trustee Braman;

- Personnel
- Equipment
- Monthly call volume
- SOP and Procedures

NEW BUSINESS

There was no new business to discuss this evening.

OLD BUSINESS

There was no Old Business to discuss this evening.

BILLS

Bills, as examined by members of the Board of Trustees were approved for payment in accordance with Abstracts #330 – 345 of 2021/2022 total of \$289,722.89 and 1 – 9 of 2022/2023 total of 301,786.57 for the General, Water/Sewer, Electric, Trust and Agency Funds by motion of Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Trustees Skelton, Braman, Padasak and Buncy voting yes, none opposed.

PERMITS AND APPLICATIONS

Motion was made by Trustee Skelton, seconded by Trustee Braman; carried, Mayor Michaels, Trustees Skelton, Braman, Buncy and Padasak voting yes, none opposed to accepting the permits and applications attached.

PROJECT: 0000009871 - VIOLATION TYPE: VIOLATION
PROPERTY: 70 SMITH ST
ISSUED DATE: 5/12/2022
ISSUED TO: MCILREATH, ROBERT J
70 SMITH ST
SPRINGVILLE, NY 14141

PROJECT: 0000009872 - ROOFING TYPE: ROOF
PROPERTY: 224 E MAIN ST
ISSUED DATE: 5/13/2022
ISSUED TO: BERTRAND CHAFFEE HOSPITAL
224 E. MAIN ST.
SPRINGVILLE, NY 14141

PROJECT: 0000009873 - EVENT TYPE: EVENT
PROPERTY: 393 NORTH ST
ISSUED DATE: 5/13/2022
ISSUED TO: SPRINGVILLE KIWANIS
PO BOX 104
SPRINGVILLE, NY 14141

PROJECT: 0000009874 - UTILITY WATER TYPE: UTILITY CHANGES
PROPERTY: 22 W MAIN ST
ISSUED DATE: 5/13/2022
ISSUED TO: FRANK, TIMOTHY
P.O. BOX 375
SPRINGVILLE, NY 14141

PROJECT: 0000009875 - SWIMMING POOLS TYPE: SWIMMING POOLS
PROPERTY: 124 ELM ST
ISSUED DATE: 5/18/2022
ISSUED TO: GRAHAM, RENATA
124 ELM ST
SPRINGVILLE, NY 14141

PROJECT: 0000009876 - ROOFING TYPE: ROOF
PROPERTY: 53 ELM ST
ISSUED DATE: 5/18/2022
ISSUED TO: FLECKENSTEIN, JAMES
53 ELM ST.
SPRINGVILLE, NY 14141

PROJECT: 0000009877 - RESIDENTIAL HOME/STRUCTURAL TYPE: RESIDENTIAL
PROPERTY: 175 EAST HILL RUN HOME/STRUCT
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009878 - UTILITY CHANGES SEWER TYPE: UTILITY CHANGES
PROPERTY: 175 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009879 - UTILITY CHANGES ELECTRIC TYPE: UTILITY CHANGES
PROPERTY: 175 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009880 - DRIVEWAY TYPE: DRIVEWAY
PROPERTY: 175 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009881 - UTILITY CHANGES SEWER TYPE: UTILITY CHANGES
PROPERTY: 175 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009882 - RESIDENTIAL HOME/STRUCTURAL TYPE: RESIDENTIAL
PROPERTY: 179 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009883 - UTILITY CHANGES WATER TYPE: UTILITY CHANGES
PROPERTY: 179 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009884 - UTILITY CHANGES ELECTRIC TYPE: UTILITY CHANGES
PROPERTY: 179 EAST HILL RUN
ISSUED DATE: 0/00/0000
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009885 - DRIVEWAY TYPE: DRIVEWAY
PROPERTY: 179 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009886 - UTILITY CHANGES SEWER TYPE: UTILITY CHANGES
PROPERTY: 179 EAST HILL RUN
ISSUED DATE: 5/18/2022
ISSUED TO: B&B HOMES INC
14220 ROUTE 219
SPRINGVILLE, 14141-9740

PROJECT: 000009887 - ACCESSORY BUILDING VIOLATION TYPE: ACCESSORY BUILDINGS
PROPERTY: 63 SMITH ST
ISSUED DATE: 5/18/2022
ISSUED TO: WOODRING, DEBORAH
63 SMITH ST
SPRINGVILLE, NY 14141

PROJECT: 000009888 - MOBIL FOOD VENDOR TYPE: LICENSES
PROPERTY: 5 W MAIN ST
ISSUED DATE: 5/19/2022
ISSUED TO: CHIAVETTA'S
10654 BRANT-ANGOLA RD
BRANT, NY 14027

PROJECT: 000009889 - FENCES TYPE: FENCES
PROPERTY: 200 ELM ST
ISSUED DATE: 5/19/2022
ISSUED TO: MCCRORY, MICHAEL
200 ELM ST
SPRINGVILLE, NY 14141

PROJECT: 000009890 - FENCES TYPE: FENCES
PROPERTY: 336 NEWMAN ST
ISSUED DATE: 5/19/2022
ISSUED TO: HALE, KATHY
336 NEWMAN ST
SPRINGVILLE, NY 14141

PROJECT: 000009891 - DRIVEWAY TYPE: DRIVEWAY
PROPERTY: 133 W MAIN ST
ISSUED DATE: 5/19/2022
ISSUED TO: LIGHTCAP, DALE
133 W MAIN ST
SPRINGVILLE, NY 14141

PROJECT: 0000009892 - FENCES
PROPERTY: 192 N CENTRAL AVE
ISSUED DATE: 5/20/2022
ISSUED TO: MILLER, MARLON
192 N CENTRAL AVE
SPRINGVILLE, NY 14141

TYPE: FENCES

PROJECT: 0000009893 - DRIVEWAY
PROPERTY: 50 ELLIS AVE
ISSUED DATE: 5/24/2022
ISSUED TO: DEBO, JOHN H
50 ELLIS AVE.
SPRINGVILLE, NY 14141

TYPE: DRIVEWAY

PROJECT: 0000009894 - HOME OCCUPATION
PROPERTY: 111 S VAUGHN ST
ISSUED DATE: 5/24/2022
ISSUED TO: SHEPARD, NICHOLAS
111 S VAUGHN ST
SPRINGVILLE, NY 14141

TYPE: PLANNING BOARD
REVIEW

PROJECT: 0000009895 - DECKS
PROPERTY: 141 EAST AVE
ISSUED DATE: 5/25/2022
ISSUED TO: SCHAMBACH, KODY
76 RAUCH DRIVE
SPRINGVILLE, NY 14141

TYPE: DECKS

PROJECT: 0000009896 - NONRES STRUCTURAL
PROPERTY: 17 PARK ST
ISSUED DATE: 5/26/2022
ISSUED TO: NEW LIFE FELLOWSHIP
17 PARK ST
SPRINGVILLE, NY 14141

TYPE: NONRES STRUCTURAL

PROJECT: 0000009897 - ROOFING
PROPERTY: 366 W MAIN ST
ISSUED DATE: 5/27/2022
ISSUED TO: BLACK ROCK ROOFING, INC
2064 NIAGARA ST
BUFFALO, NY 14207-2503

TYPE: ROOF

PROJECT: 0000009898 - ROOFING
PROPERTY: 6 S EDGEWOOD DR
ISSUED DATE: 5/27/2022
ISSUED TO: BLACK ROCK ROOFING, INC
2064 NIAGARA ST
BUFFALO, NY 14207-2503

TYPE: ROOF

PROJECT: 000009899 - LICENSES PROPERTY: 5 W MAIN ST ISSUED DATE: 5/27/2022 ISSUED TO: YOUR ULTIMATE CHOICE LLC 5860 OLD TIMAGUANNA ROAD, #4 JACKSONVILLE, FL 32210	TYPE: LICENSES
PROJECT: 000009900 - EVENT PROPERTY: NASON BLVD PARK ISSUED DATE: 5/31/2022 ISSUED TO: SPRINGVILLE VOLUNTER FIRE CO P.O. BOX 12 SPRINGVILLE, NY 14141	TYPE: EVENT
PROJECT: 000009901 - ACCESSORY BUILDING PROPERTY: NASON BLVD PARK ISSUED DATE: 5/31/2022 ISSUED TO: SPRINGVILLE VOLUNTER FIRE CO P.O. BOX 12 SPRINGVILLE, NY 14141	TYPE: ACCESSORY BUILDINGS
PROJECT: 000009902 - SWIMMING POOLS PROPERTY: 90 EAST HILL RUN ISSUED DATE: 5/31/2022 ISSUED TO: COLLEY'S POOL SALES, INC. 4953 CAMP ROAD HAMBURG, NY 14075	TYPE: SWIMMING POOLS
PROJECT: 000009903 - FENCES PROPERTY: 28 WOODHAVEN DR ISSUED DATE: 5/31/2022 ISSUED TO: FINELINE CONSTRUCTION 9230 NORTH STREET LOT #10 SPRINGVILLE, NY 14141	TYPE: FENCES
PROJECT: 000009904 - ROOFING PROPERTY: 353 MILL ST ISSUED DATE: 6/01/2022 ISSUED TO: KAMINSKI, KAREN 353 MILL ST SPRINGVILLE, NY 14141	TYPE: ROOF
PROJECT: 000009905 - FIRE INSPECTION PROPERTY: 53 E MAIN ST UPPER ISSUED DATE: 6/01/2022 ISSUED TO: BLUE SKY WELLNESS 7893 HAYES HOLLOW ROAD COLDEN, NY 14033	TYPE: FIRE INSPECTION

VILLAGE ATTORNEY REPORT

Attorney Paul Weiss had nothing to report this evening.

TRUSTEE NOTES & PROJECT REPORTS

Trustee Skelton had no report.

Trustee Buncy commented that last weekend's Art Crawl was an awesome event.

Trustee Padasak had no report.

Trustee Braman commented that the Art Crawl and Skate Park dedication went great. He also commented that he was happy to see a few new home constructions being issued.

Mayor Michaels had no report.

13. Adjourn Motion was made by Trustee Skelton, seconded by Trustee Buncy; carried, Mayor Michaels, Trustees Skelton, Buncy, Padasak and Braman voting yes, none opposed to adjourn the Regular Session at 7:29 pm.

Respectfully submitted,

Holly Murtiff
Deputy Clerk

Amount	From Account	To Account
General Fund		
\$ 349.00	1210-0400	1010-0400
\$ 19.00	1210-0400	1355-0400
\$ 1,700.00	1490-0410	1490-0420
\$ 1,041.00	1490-0440	1490-0460
\$ 880.00	3120-0400	3120-0200
\$ 924.00	3410-0210-001	3410-0230
\$ 474.00	3410-0210-011	3410-0410
\$ 410.00	3410-0210-011	3410-0420
\$ 1,389.00	3410-020-001	3410-0440
\$ 126.00	3410-0210-011	3410-0450
\$ 433.00	1450-0400	3410-0440
\$ 2,235.00	1990-0400	3410-0460
\$ 100.00	5110-0450	5110-0420
\$ 2,000.00	1990-0400	6989-0400
\$ 8,546.00	7110-0410-002	7110-0410-001
\$ 800.00	8160-0440	8160-0410
\$ 8,000.00	5142-0100	8540-0100
\$ 1,822.00	1990-0400	9025-0800
\$ 457.00	1990-0400	1355-0400
\$ 440.00	1490-0450	1490-0460
\$ 1,550.00	3020-0400	3020-0100
\$ 67.00	3120-0440	3120-0400
\$ 92.00	3410-0420	3410-0410
\$ 1,293.00	1990-0400	3620-0100
\$ 3,000.00	7110-0110	7110-0100
\$ 361.00	1990-0400	7550-0400
\$ 3,122.00	1490-0100	8560-0100
\$ 175.00	8020-0100-001	8050-0400
\$ 41,805.00	Total GF	

Water Fund

1,280.00	1910-0400-002	8310-0441
467.00	8320-121-001	8320-0101
930.00	8320-0411	8320-0411
3,500.00	8330-0411	8330-0421
27,500.00	8330-0101	8340-0101
4,738.00	8340-0111	8310-0101
329.00	8340-0111	8310-0441
1,803.00	8320-0411	8320-0101
940.00	8320-0411	8320-0421
3,146.00	8340-0411	8340-0101

44,633.00	Total WF	
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Sewer Fund

4,000.00	8110-0411	8110-0101
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100.00	8120-0461	8120-0421
4,500.00	004-5-0004-7851-409	9030-0800
1,107.00	001-5-5110-0100-001	8130-0101
18,250.00	001-1990-0400	8130-0101
457.00	001-5-5110-0120-001	8130-0121
957.00	001-1990-0400	8130-0121
1,084.00	8130-0461	8130-0451
715.00	8120-0111	8120-0101
15,000.00	8130-0251	8130-0101
3,000.00	8130-0231	8130-0101
1,097.00	8130-0261	8130-0101
533.00	8130-0271	8130-0101
387.00	8110-0441	8130-0101
11,359.00	8120-0441	8130-0101
6,900.00	8120-0411	8130-0101
2,124.00	8120-0121	8130-0121
558.00	8120-0411	9030-0800
10,351.00	1910-0400-003	9060-0800-003
1,022.00	8110-0441	9060-0800-003
2,529.00	8130-0461	8110-0101

86,030.00 Total SF

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
001 5-1210-0400-001	5/31/2022	YE 21-22 BUDGET TRA	349.00-	3,400.00	222.00-	2,810.00	1,312.34
MAYOR CONTRACTUAL EXPENSE							
001 5-1010-0400-001	5/31/2022	YE 21-22 BUDGET TRA	349.00	1,000.00	222.00	1,571.00	0.50
BD. TRUSTEES CONTRACTUAL EXP.							
001 5-1210-0400-001	5/31/2022	YE 21-22 BUDGET TRA	19.00-	3,400.00	222.00-	2,810.00	1,312.34
MAYOR CONTRACTUAL EXPENSE							
001 5-1355-0400-001	5/31/2022	YE 21-22 BUDGET TRA	19.00	4,000.00	874.00	4,893.00	0.76
ASSESSMENT CONT. EXPENSE							
001 5-1490-0410-001	5/31/2022	YE 21-22 BUDGET TRA	1,700.00-	3,500.00	500.00-	1,300.00	147.19
PUB. WORKS ADMIN SUPPLIES & MAT							
001 5-1490-0420-001	5/31/2022	YE 21-22 BUDGET TRA	1,700.00	4,000.00	500.00	6,200.00	394.03
PUB. WORKS ADMIN. UTILITIES							
001 5-1490-0440-001	5/31/2022	YE 21-22 BUDGET TRA	1,041.00-	2,000.00	0.00	959.00	294.67
PUBLIC WKS CONTR SERVICES							
001 5-1490-0460-001	5/31/2022	YE 21-22 BUDGET TRA	1,041.00	2,500.00	0.00	3,541.00	212.95
PUB. WORKS ADMIN. MISCELLANEOUS							
001 5-3120-0400-001	5/31/2022	YE 21-22 BUDGET TRA	880.00-	33,000.00	0.00	32,120.00	10,529.05
POLICE CONTRACTUAL EXPENSE							
001 5-3120-0200-001	5/31/2022	YE 21-22 BUDGET TRA	880.00	6,900.00	0.00	7,780.00	0.70
POLICE EQUIPMENT							
001 5-3410-0210-001	5/31/2022	YE 21-22 BUDGET TRA	924.00-	8,000.00	0.00	7,076.00	630.78
FIRE FIGHTING EQUIPMENT							
001 5-3410-0230-001	5/31/2022	YE 21-22 BUDGET TRA	924.00	56,515.00	2,550.00	59,989.00	0.17
FIRE EQUIPMENT OTHER							
001 5-3410-0210-011	5/31/2022	YE 21-22 BUDGET TRA	474.00-	12,000.00	10,550.00-	440.00	0.02
FIRE EQUIPMENT							
001 5-3410-0410-001	5/31/2022	YE 21-22 BUDGET TRA	474.00	10,132.00	1,400.00-	9,206.00	892.84
FIRE SUPPLIES & MATERIALS							
001 5-3410-0210-011	5/31/2022	YE 21-22 BUDGET TRA	410.00-	12,000.00	10,550.00-	440.00	0.02
FIRE EQUIPMENT							
001 5-3410-0420-001	5/31/2022	YE 21-22 BUDGET TRA	410.00	12,000.00	1,550.00-	10,860.00	1,089.11
FIRE UTILITIES							
001 5-3410-0220-001	5/31/2022	YE 21-22 BUDGET TRA	1,389.00-	3,575.00	0.00	2,186.00	918.24
FIRE FIGHTING OFFICE EQUIPMENT							

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
001 5-3410-0440-001 FIRE CONTRACTED SERVICE	5/31/2022	YE 21-22 BUDGET TRA	1,389.00	44,680.00	19,422.00	65,924.00	1,787.32
001 5-3410-0210-011 FIRE EQUIPMENT	5/31/2022	YE 21-22 BUDGET TRA	126.00-	12,000.00	10,550.00-	440.00	0.02
001 5-3410-0450-001 FIRE FEES FOR SER.NON-EMPLOYEE	5/31/2022	YE 21-22 BUDGET TRA	126.00	5,000.00	822.00-	4,304.00	102.00
001 5-1450-0400-001 ELECTION CONTRACTUAL EXPENSE	5/31/2022	YE 21-22 BUDGET TRA	433.00-	3,000.00	0.00	2,567.00	1,583.90
001 5-3410-0440-001 FIRE CONTRACTED SERVICE	5/31/2022	YE 21-22 BUDGET TRA	433.00	44,680.00	19,422.00	65,924.00	1,787.32
001 5-1990-0400-001 CONTINGENT ACCOUNT	5/31/2022	YE 21-22 BUDGET TRA	2,235.00-	31,656.00	0.00	6,392.00	6,392.00
001 5-3410-0460-001 FIRE MISCELLANEOUS	5/31/2022	YE 21-22 BUDGET TRA	2,235.00	18,800.00	2,150.00-	18,885.00	316.34
001 5-5110-0450-001 STREETS FEES FOR SERVICES	5/31/2022	YE 21-22 BUDGET TRA	100.00-	1,000.00	0.00	900.00	65.25
001 5-5110-0420-001 STREETS UTILITIES	5/31/2022	YE 21-22 BUDGET TRA	100.00	1,500.00	0.00	1,600.00	156.79
001 5-1990-0400-001 CONTINGENT ACCOUNT	5/31/2022	YE 21-22 BUDGET TRA	2,000.00-	31,656.00	0.00	6,392.00	6,392.00
001 5-6989-0400-001 ECONOMIC DEVELOPMENT	5/31/2022	YE 21-22 BUDGET TRA	2,000.00	0.00	0.00	2,000.00	10,625.00
001 5-7110-0410-002 SKATE PARK SUPPLIES/MATERIALS	5/31/2022	YE 21-22 BUDGET TRA	8,546.00-	25,000.00	0.00	16,454.00	16,357.21
001 5-7110-0410-001 PARKS SUPPLIES & MATERIALS	5/31/2022	YE 21-22 BUDGET TRA	8,546.00	25,000.00	0.00	33,546.00	4,678.02
001 5-8160-0440-001 REFUSE COLLECTION CONF. SERV.	5/31/2022	YE 21-22 BUDGET TRA	800.00-	225,000.00	2,300.00-	221,900.00	94,021.64
001 5-8160-0410-001 REFUSE COLLECTION SUPP. & MAT	5/31/2022	YE 21-22 BUDGET TRA	800.00	5,000.00	2,300.00	8,100.00	14.75
001 5-5142-0100-001 SNOW REMOVAL PERSONAL SERV.	5/31/2022	YE 21-22 BUDGET TRA	8,000.00-	63,167.00	0.00	55,167.00	8,103.07
001 5-8540-0100-001 DRAINAGE PERSONAL SERVICE	5/31/2022	YE 21-22 BUDGET TRA	8,000.00	13,500.00	9,100.00	30,600.00	904.35

BUDGET ADJUSTMENT REGISTER

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
Budget Adj. # 000268							
001 5-1990-0400-001	5/31/2022	YE 21-22 BUDGET TRA	1,822.00-	31,656.00	0.00	6,392.00	6,392.00
CONTINGENT ACCOUNT							
001 5-9025-0800-001	5/31/2022	YE 21-22 BUDGET TRA	1,822.00	95,000.00	950.00	97,772.00	0.63
IOSAP-LOCAL PENSION FUND							
002 5-1910-0400-002	5/31/2022	YE 21-22 BUDGET TRA	1,280.00-	25,500.00	0.00	24,220.00	5,825.70
UNALLOCATED INSURANCE							
002 5-8310-0441-001	5/31/2022	YE 21-22 BUDGET TRA	1,280.00	30,000.00	0.00	31,280.00	1,672.65
WATER ADMIN. CONT. SERVICES							
002 5-8320-0121-001	5/31/2022	YE 21-22 BUDGET TRA	467.00-	1,000.00	180.00-	353.00	143.24
OVERTIME, COMMODITY							
002 5-8320-0101-001	5/31/2022	YE 21-22 BUDGET TRA	467.00	16,000.00	0.00	16,467.00	0.75
SUPPLY SOURCE -REGULAR COMM.							
002 5-8320-0411-001	5/31/2022	YE 21-22 BUDGET TRA	930.00-	12,000.00	0.00	12,000.00	13,336.97
SUPPLIES & MATERIAL COMMODITY							
002 5-8320-0411-001	5/31/2022	YE 21-22 BUDGET TRA	930.00	12,000.00	0.00	12,000.00	13,336.97
SUPPLIES & MATERIAL COMMODITY							
002 5-8330-0421-001	5/31/2022	YE 21-22 BUDGET TRA	3,500.00	11,000.00	0.00	14,500.00	1,239.86
UTILITIES-COMMODITY							
002 5-8330-0101-001	5/31/2022	YE 21-22 BUDGET TRA	27,500.00-	61,063.00	0.00	33,563.00	2,354.15
SALARIES REGULAR, COMMODITY							
002 5-8340-0101-001	5/31/2022	YE 21-22 BUDGET TRA	27,500.00	102,139.00	0.00	129,639.00	1,946.13
SALARIES REGULAR-COMMODITY							
003 5-8110-0441-001	5/31/2022	YE 21-22 BUDGET TRA	4,000.00-	35,000.00	0.00	31,000.00	9,900.31
SEWER ADMIN. CONT. SERVICES							
003 5-8110-0101-001	5/31/2022	YE 21-22 BUDGET TRA	4,000.00	43,536.00	0.00	47,536.00	1,416.66
SEWER ADMIN SALARIES							
003 5-8120-0461-001	5/31/2022	YE 21-22 BUDGET TRA	100.00-	1,500.00	0.00	1,400.00	975.00
MISCELLANEOUS-COMMODITY							
003 5-8120-0421-001	5/31/2022	YE 21-22 BUDGET TRA	100.00	3,500.00	0.00	3,600.00	307.54
UTILITIES-COMMODITY							
004 5-0004-7851-409	5/31/2022	YE 21-22 BUDGET TRA	4,500.00-	43,601.00	0.00	39,101.00	3,031.43
SOCIAL SECURITY							

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
103 5-9030-0800-000 SOCIAL SECURITY	5/31/2022	YE 21-22 BUDGET TRA	4,500.00	20,171.00	0.00	24,671.00	714.70
1001 5-5110-0100-001 STREET MAINT, PERSONAL SERVICE	5/31/2022	YE 21-22 BUDGET TRA	1,107.00-	170,597.00	11,200.00-	158,290.00	7,706.14
103 5-8130-0101-001 SALARIES REGULAR COMMODITY	5/31/2022	YE 21-22 BUDGET TRA	1,107.00	133,269.00	0.00	152,626.00	28,627.06-
1001 5-1990-0400-001 CONTINGENT ACCOUNT	5/31/2022	YE 21-22 BUDGET TRA	18,250.00-	31,656.00	0.00	6,392.00	6,392.00
103 5-8130-0101-001 SALARIES REGULAR COMMODITY	5/31/2022	YE 21-22 BUDGET TRA	18,250.00	133,269.00	0.00	152,626.00	28,627.06-
1001 5-5110-0120-001 OVERTIME	5/31/2022	YE 21-22 BUDGET TRA	457.00-	3,000.00	0.00	2,543.00	590.21
103 5-8130-0121-001 OVERTIME, COMMODITY	5/31/2022	YE 21-22 BUDGET TRA	457.00	20,000.00	0.00	21,414.00	805.23-
1001 5-1990-0400-001 CONTINGENT ACCOUNT	5/31/2022	YE 21-22 BUDGET TRA	957.00-	31,656.00	0.00	6,392.00	6,392.00
103 5-8130-0121-001 OVERTIME, COMMODITY	5/31/2022	YE 21-22 BUDGET TRA	957.00	20,000.00	0.00	21,414.00	805.23-
103 5-8130-0461-001 MISCELLANEOUS-COMMODITY	5/31/2022	YE 21-22 BUDGET TRA	1,084.00-	9,000.00	0.00	7,916.00	7,820.10
103 5-8130-0451-001 FEES FOR NON EMP-COMMODITY	5/31/2022	YE 21-22 BUDGET TRA	1,084.00	13,000.00	0.00	14,084.00	820.41
TOTAL IN PACKET--							0.00

*** BUDGET DEFICIT WARNINGS ***

FUND ACCOUNT	NAME	BALANCE
103 5-8130-0101-001	SALARIES REGULAR COMMODITY	28,627.06-
103 5-8130-0121-001	OVERTIME, COMMODITY	805.23-

TOTAL WARNINGS: 2
 *** NO ERRORS ***

*** END OF REPORT ***

PACKET: 00220-YE BUDGET ADJUSTMENTS
 BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
Budget Adj. # 000269 -----							
001 5-1990-0400-001	5/31/2022	CONTINGENT ACCOUNT	457.00-	31,656.00	25,264.00-	4,281.00	4,281.00
001 5-1355-0400-001	5/31/2022	ASSESSMENT CONT. EXPENSE	457.00	4,000.00	893.00	5,350.00	0.44
001 5-1490-0450-001	5/31/2022	PUB.WORKS ADMIN. FEES NON-EMP	440.00-	500.00	0.00	60.00	25.00
001 5-1490-0460-001	5/31/2022	PUB.WORKS ADMIN. MISCELLANEOUS	440.00	2,500.00	1,041.00	3,981.00	182.75
001 5-3020-0400-001	5/31/2022	CONTROL CENTER CONT. EXPENSE	1,550.00-	24,896.00	0.00	23,346.00	7,916.30
001 5-3020-0100-001	5/31/2022	CONTROL CENTER PERSONAL SERV	1,550.00	141,047.00	0.00	142,597.00	2.75
001 5-3120-0440-001	5/31/2022	CONT. SERVICE-SERIE CO. SHERIFF	67.00-	314,980.00	0.00	314,913.00	4,721.13
001 5-3120-0400-001	5/31/2022	POLICE CONTRACTUAL EXPENSE	67.00	33,000.00	880.00-	32,187.00	4,270.85
001 5-3410-0420-001	5/31/2022	FIRE UTILITIES	92.00-	12,000.00	1,140.00-	10,768.00	997.11
001 5-3410-0410-001	5/31/2022	FIRE SUPPLIES & MATERIALS	92.00	10,132.00	926.00-	9,298.00	892.84
001 5-1990-0400-001	5/31/2022	CONTINGENT ACCOUNT	1,293.00-	31,656.00	25,264.00-	4,281.00	4,281.00
001 5-3620-0100-001	5/31/2022	SAFETY INSPECTION PER.SERVICE	1,293.00	42,811.00	0.00	44,104.00	0.07
001 5-7110-0110-001	5/31/2022	PARKS TEMPORARY	3,000.00-	9,000.00	0.00	6,000.00	5,185.00
001 5-7110-0100-001	5/31/2022	PARKS PERSONAL SERVICE	3,000.00	26,000.00	0.00	29,000.00	1,482.93
001 5-1990-0400-001	5/31/2022	CONTINGENT ACCOUNT	361.00-	31,656.00	25,264.00-	4,281.00	4,281.00
001 5-7550-0400-001	5/31/2022	CELEBRATIONS CONT. EXPENSE	361.00	5,500.00	285.00	6,146.00	0.64
001 5-1490-0100-001	5/31/2022	PUB. WORKS ADMIN. PER. SERV.	3,122.00-	43,536.00	0.00	40,414.00	5,134.70

PACKET: 00220-YE BUDGET ADJUSTMENTS
 BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
Budget Adj. # 000269							
001 5-8560-0100-001	5/31/2022	YE BUDGET ADJUSTMEN	3,122.00	72,500.00	0.00	75,622.00	0.28
		SHADE TREES PERSONAL SERVICE					
002 5-8340-0111-001	5/31/2022	YE BUDGET ADJUSTMEN	4,738.00-	17,830.00	0.00	12,763.00	9,713.00
		TEMPORARY - COMMODITY					
002 5-8310-0101-001	5/31/2022	YE BUDGET ADJUSTMEN	4,738.00	77,735.00	0.00	82,473.00	0.97
		WATER ADMIN SALARIES					
002 5-8340-0111-001	5/31/2022	YE BUDGET ADJUSTMEN	329.00-	17,830.00	0.00	12,763.00	9,713.00
		TEMPORARY - COMMODITY					
002 5-8310-0441-001	5/31/2022	YE BUDGET ADJUSTMEN	329.00	30,000.00	1,280.00	31,609.00	1,511.91
		WATER ADMIN. CONT. SERVICES					
002 5-8320-0411-001	5/31/2022	YE BUDGET ADJUSTMEN	1,803.00-	12,000.00	0.00	9,257.00	10,593.97
		SUPPLIES & MATERIAL COMMODITY					
002 5-8320-0101-001	5/31/2022	YE BUDGET ADJUSTMEN	1,803.00	16,000.00	467.00	18,270.00	0.55
		SUPPLY SOURCE -REGULAR COM.					
002 5-8320-0411-001	5/31/2022	YE BUDGET ADJUSTMEN	940.00-	12,000.00	0.00	9,257.00	10,593.97
		SUPPLIES & MATERIAL COMMODITY					
002 5-8320-0421-001	5/31/2022	YE BUDGET ADJUSTMEN	940.00	15,000.00	0.00	15,940.00	895.28
		UTILITIES-COMMODITY					
002 5-8340-0411-001	5/31/2022	YE BUDGET ADJUSTMEN	3,146.00-	40,000.00	0.00	36,854.00	16,470.32
		SUPPLIES & MATERIAL, COMMODITY					
002 5-8340-0101-001	5/31/2022	YE BUDGET ADJUSTMEN	3,146.00	102,139.00	27,500.00	132,785.00	0.14
		SALARIES REGULAR-COMMODITY					
003 5-8120-0111-001	5/31/2022	YE BUDGET ADJUSTMEN	715.00-	2,000.00	0.00	1,285.00	822.50
		TEMPORARY, COMMODITY					
003 5-8120-0101-001	5/31/2022	YE BUDGET ADJUSTMEN	715.00	50,367.00	0.00	51,082.00	0.64
		SALARIES REGULAR, COMMODITY					
003 5-8130-0251-001	5/31/2022	YE BUDGET ADJUSTMEN	15,000.00-	15,000.00	0.00	0.00	0.00
		PLANT EQUIPMENT, COMMODITY					
003 5-8130-0101-001	5/31/2022	YE BUDGET ADJUSTMEN	15,000.00	133,269.00	19,357.00	190,902.00	80.43
		SALARIES REGULAR COMMODITY					
003 5-8130-0231-001	5/31/2022	YE BUDGET ADJUSTMEN	3,000.00-	3,000.00	0.00	0.00	0.00
		MOTOR VEHICLE, COMMODITY					
003 5-8130-0101-001	5/31/2022	YE BUDGET ADJUSTMEN	3,000.00	133,269.00	19,357.00	190,902.00	80.43
		SALARIES REGULAR COMMODITY					

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 PACKET: 00220-YE BUDGET ADJUSTMENTS
 BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
003 5-8130-0261-001	5/31/2022	YE BUDGET ADJUSTMEN SYSTEM EQUIPMENT-VILLAGE	1,097.00-	15,000.00	0.00	13,903.00	0.16
003 5-8130-0101-001	5/31/2022	YE BUDGET ADJUSTMEN SALARIES REGULAR COMMODITY	1,097.00	133,269.00	19,357.00	190,902.00	80.43
003 5-8130-0271-001	5/31/2022	YE BUDGET ADJUSTMEN OTHER EQUIPMENT-VILLAGE	533.00-	3,000.00	0.00	2,467.00	0.57
003 5-8110-0441-001	5/31/2022	YE BUDGET ADJUSTMEN SEWER ADMIN. CONT. SERVICES	387.00-	35,000.00	4,000.00-	29,591.00	8,365.01
003 5-8130-0101-001	5/31/2022	YE BUDGET ADJUSTMEN SALARIES REGULAR COMMODITY	920.00	133,269.00	19,357.00	190,902.00	80.43
003 5-8120-0441-001	5/31/2022	YE BUDGET ADJUSTMEN CONTRACTED SERVICES-COMMODITY	11,359.00-	30,000.00	0.00	18,641.00	406.64
003 5-8130-0101-001	5/31/2022	YE BUDGET ADJUSTMEN SALARIES REGULAR COMMODITY	11,359.00	133,269.00	19,357.00	190,902.00	80.43
003 5-8120-0411-001	5/31/2022	YE BUDGET ADJUSTMEN SUPPLIES & MATERIAL COMMODITY	6,900.00-	28,000.00	0.00	20,542.00	15,262.08
003 5-8130-0101-001	5/31/2022	YE BUDGET ADJUSTMEN SALARIES REGULAR COMMODITY	6,900.00	133,269.00	19,357.00	190,902.00	80.43
003 5-8120-0121-001	5/31/2022	YE BUDGET ADJUSTMEN OVERTIME, COMMODITY	2,124.00-	6,000.00	0.00	3,876.00	3,405.23
003 5-8130-0121-001	5/31/2022	YE BUDGET ADJUSTMEN OVERTIME, COMMODITY	2,124.00	20,000.00	1,414.00	23,538.00	0.21
003 5-8120-0411-001	5/31/2022	YE BUDGET ADJUSTMEN SUPPLIES & MATERIAL COMMODITY	558.00-	28,000.00	0.00	20,542.00	15,262.08
003 5-9030-0800-000	5/31/2022	YE BUDGET ADJUSTMEN SOCIAL SECURITY	558.00	20,171.00	4,500.00	25,229.00	0.43
003 5-9060-0800-003	5/31/2022	YE BUDGET ADJUSTMEN HOSPITAL & MEDICAL INSURANCE	11,373.00	35,358.00	0.00	46,731.00	0.67
003 5-1910-0400-003	5/31/2022	YE BUDGET ADJUSTMEN UNALLOCATED INSURANCE	10,351.00-	28,500.00	0.00	18,149.00	42.10
003 5-8110-0441-001	5/31/2022	YE BUDGET ADJUSTMEN SEWER ADMIN. CONT. SERVICES	1,022.00-	35,000.00	4,000.00-	29,591.00	8,365.01
003 5-8130-0461-001	5/31/2022	YE BUDGET ADJUSTMEN MISCELLANEOUS-COMMODITY	2,529.00-	9,000.00	1,084.00-	5,387.00	5,291.10

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
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003 5-8110-0101-001	5/31/2022	YE BUDGET ADJUSTMEN	2,529.00	43,536.00	4,000.00	50,065.00	0.00
SEWER ADMIN SALARIES							

TOTAL IN PACKET--
 0.00

*** NO WARNINGS ***

*** NO ERRORS ***

*** END OF REPORT ***

PACKET: 00221-YE BUDGET ADJUSTMENTS
 BUDGET CODE: CB-Current Budget

FUND ACCOUNT DATE DESCRIPTION ADJUSTMENT ORIGINAL BUDGET PREVIOUS ADJUSTMENTS NEW BUDGET BUDGET BALANCE
 Budget Adj. # 000270 -----

001 5-8020-0100-001 5/31/2022 YE BUDGET TRANSFERS 175.00- 4,900.00 0.00 4,725.00 1,475.00
 PLANNING BD. PERSONAL SERVICES

001 5-8020-0400-001 5/31/2022 YE BUDGET TRANSFERS 175.00 300.00 0.00 475.00 100.59
 PLANNING BOARD CONT. EXPENSES

TOTAL IN PACKET-- 0.00

*** NO WARNINGS ***

*** NO ERRORS ***

*** END OF REPORT ***

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Appendix 18

DISASTER RESPONSE/EMERGENCY OPERATIONS PLAN

VILLAGE OF SPRINGVILLE, NY

Purpose – The purpose of this plan is to minimize disasters or potential disasters and their effects, provide for effective local responses when disasters occur and facilitate local recovery.

Authority – New York State Executive Law Article 2-B dated 1978. Under this law, the Village is authorized to prepare a Disaster Plan to enable it to deal effectively with potential disaster situations. Statutory authority is given to the Mayor to designate and be responsible for an emergency occurring or affecting the Village. The Mayor of his/her successor is the only person who may request assistance from the next higher

level of government. For the Village, the next higher level of government is the County government. A line of succession shall be set up to designate who shall act as the agent for the Village when the Mayor is unavailable or his/her arrival constitutes an unacceptable delay. Mayor, Designee 1 – Administrator/Clerk, Designee 2 – Deputy Mayor. Said Designee may, under those conditions where the Mayor is unavailable or his/her arrival constitutes an unacceptable delay, issue a declaration of emergency which shall be followed by the steps required by Article 2-B dated 1978.

Preparedness – The Mayor shall, in consultation with others, which s/he deems appropriate, make such plans, as s/he deems necessary to prevent and minimize the effects of the disaster. These steps shall include, but need not be limited to:

1. Identification of potential disasters and disaster sites
2. Recommend disaster prevention projects
3. Suggest revisions and additions to building and safety codes and zoning and other land-use programs
4. Take such other measures as reasonably can be taken to prevent disasters or mitigate their impact.

Mobilization – The Emergency Operations Center (EOC) will be located at 65 Franklin St – 2nd Floor conference room. The Alternate Emergency Operations Center will be the Erie County DHES MOC Unit (if requested). The alternate will only be used if 65 Franklin St is not accessible. The Mayor shall assess all information received from any/or all Village Departments, the Erie County Sheriff’s Department, New York State Police, town and village board members, Bertrand Chaffee Hospital, Springville Griffith Institute Central School District, and the Erie County Department of Homeland and Emergency Services (DHES).

The Mayor may declare an Emergency (Disaster) after all information is assessed.

Responsibilities –

1. The Mayor is responsible for the conduct of disaster operations within his/her political supervision.

The Mayor shall direct the activities of all village departments against the effects of the emergency. The Mayor will utilize the services of the Emergency Operations Center and its staff for the implementation of necessary measures to achieve emergency operations.

The Mayor shall use any facilities, equipment, supplies, personnel, and other resources of the village departments in such a manner as may be necessary or appropriate to cope with the disaster.

2. The Springville Village Board shall take all appropriate steps to prepare for any disaster or emergency and shall generally be responsible for the implementation of this and other emergency preparedness plans. The EOC staff is not limited to those listed nor are all those listed required.
 - a. Mayor/Deputy Mayor
 - b. Natural Disaster Coordinator/Emergency Coordinator (CD-125)
 - c. Village Administrator
 - d. Code Enforcement Officer, Zoning
 - e. Communications Liaison (Sr Radio Dispatcher (701))

(Below may be included if not at their assigned work/incident locations)

- Superintendent of Public Works
- Springville Police Chief and/or ECSO Liaison
- Springville Fire Chief

The Sequence of Actions –

The Mayor, Village Administrator, Natural Disaster Coordinator/Emergency Manager, Code Enforcement Officer (Zoning), Communication Liaison, and other village personnel as designated will assemble at the EOC upon notification of an Emergency. The emergency notification list will be kept on file with the Village of Springville Administrator and the Springville 9-1-1 Dispatch Office.

The Mayor or designated is responsible for making the formal declaration and proper notification of a Disaster. This includes completing the Emergency Declaration Form – signed and filed with the Village Clerk.

The Mayor or designated is also responsible for the below Sequence of Actions:

1. Utilizing CodeRed to communicate to the public about the emergency.
2. Contacting the local media.
3. Contacting the Erie County Dept of Homeland and Emergency Services thru MERS Control and request to start a DLAN Incident Ticket.
4. Contact the American Red Cross (716-886-7500) when there is a need for shelters.

5. Request that the Erie County Sheriff's Office, Village Police, and/or NY State Police assign their personnel to maintain order, prevent looting, direct traffic, and direct the injured to medical installations.

Additionally, the below agencies or their designees are assigned these duties:

- a. The Fire Chief or his/her designee is responsible for the direction of all actions to contain and extinguish fire resulting from emergencies and the removal of trapped and injured persons from damaged buildings, disaster sites, and flooded areas.
- b. The Public Information Officer, appointed by the Mayor and under the direction of the Mayor, shall direct the local dissemination of emergency services operations and mitigation efforts to the public and media using all methods, without compromising HIPPA and/or confidential operational details.
- c. The Superintendent of Public Works or his/her designee will be responsible for maintaining essential public facilities and services, including the maintenance of streets, highways, bridges, public buildings, and other vital community services. He/she will cooperate with all other departments of the village to restore and maintain essential services.
- d. The Code Enforcement Officer of the village or his/her designee will be responsible for safety inspections of damaged buildings before evacuees are allowed to reoccupy such buildings.

Names, addresses, and telephone numbers of all village personnel will be available at the Village Office and the Springville 9-1-1 Dispatch Center. A list of the order of designees for a disaster declaration and emergency management will be on file in the Village Office and with the Erie County Dept of Homeland and Emergency Services Emergency Management Office (ECDHES EMO).

Designation of Emergency Interim Successors – Those persons designated to have the responsibility for supplying the Erie County Dept of Homeland and Emergency Services Emergency Management Office with the following information when requesting additional aid:

1. Assessment of damage to the village.
2. Information regarding the extent of disaster response by the village.
3. The special needs of the village.

Documentation – The maintenance of incident logs by Village EOC staff and for all village departments documenting personnel time, materials, and equipment utilized to respond to the situation. Fillable forms for incident management utilizing the FEMA Incident Command System (ICS) can be located at <https://training.fema.gov/icsresource/icsforms.aspx>

FEMA forms that will be utilized for EOC Operations are: (* are strongly recommended)

* ICS 201 – Incident Briefing

ICS 202 – Incident Objectives

ICS 203 – Organizational Assignment List

ICS 204 – Assignment List

ICS 205 – Incident Communications Plan

* ICS 205A – Communications List

ICS 206 – Medical Plan

* ICS 207 – Incident Organizational Chart

INCIDENT ORGANIZATIONAL CHART (Based on ICS 207)

INCIDENT COMMANDER (Mayor/Deputy Mayor/Designee):

LIAISON OFFICER (Sr. Dispatcher/Law Enforcement Liaison):

(Inter and intra-agency contact with outside agencies (utility, county or state, etc.))

SAFETY OFFICER (Designee):
(Overall operational safety concerns and monitoring)

PUBLIC INFORMATION OFFICER (Designee):

OPERATIONS SECTION CHIEF (Natural Disaster Coordinator / Emergency Manager):
(Staging, coordination and implementation of action plan(s))

PLANNING SECTION CHIEF
(Resources, documentation, and demobilization)

LOGISTICS SECTION CHIEF (DPW/Natural Disaster Coordinator/Emergency Manager):
(Support: supplies, facilities, ground support, AND Services: communications, medical, and food)

FINANCE/ADMINISTRATION SECTION CHIEF (Village Administrator):
(Costs, procurement, comp/claims, time/personnel)

RESOURCE APPENDIX

For Emergencies, please have this info ready –

- Your name, designation, and municipality
- What is the cause
- Location (east, west, north, or south- both directions, between major streets)
- Contact Information: responder at the scene or incident commander and who it is
- Timely Updates to NITTEC and/or MERS
- Think **S.M.A.R.T.** – **S**pecific objectives, **M**easurable, **A**ction-oriented, **R**ealistic, **T**ime-frame.

MERS is the Erie County 24/7 answering point (716-898-3696) If there is an emergency in your municipality (snowstorms, plane crashes, etc.) you can have your Natural Disaster Coordinator / Emergency Manager contact MERS to report it.

NITTEC (Niagara International Transportation Technology Coalition) is the 24/7 Erie County Traffic Response answering point (716-847-2070) If there is a traffic incident in your municipality, you can have your Natural Disaster Coordinator / Emergency Manager contact NITTEC to report it. If you need to report driving bans, travel restrictions, or advisories you need to provide that information to NITTEC.

TRAVEL BANS - You cannot have a Travel Ban unless you have declared the State of Emergency. Only the Supervisor/ Mayor or designee can declare the State of Emergency. (See Appendix 1, 2, 3 – sample declarations) No gray area – you issue a State Of Emergency you issue a Travel Ban and you have to send the paperwork to Emergency Services at some point when things settle down. Any Major Incident must have the State of Emergency.

The STATE OF EMERGENCY – (Appendix 1) Article 2B covers what your responsibilities are and what you need to know. You should have a Natural Disaster Coordinator / Emergency Manager in place - and in their absence, the Mayor becomes the Natural Disaster Coordinator / Emergency Manager. Natural Disaster Coordinators / Emergency Managers are the conduit to the Erie County Emergency Operation Center (EOC) and the experts to obtain the resources the municipality needs thru voice, email, or utilizing the DLAN request ticket system.

ARTICLE 2B – The County Executive is not the person to declare a driving ban in the municipality. He will call for a driving ban only throughout the County only if it is something absolutely catastrophic and disastrous. Driving Bans are something that the individual municipalities need to do and make that decision. Municipalities cannot have a driving ban without a Declaration because that protects the municipalities by following the process and filing the information with the County so it can be filed with the Clerk's office.

Appendix 1 – Sample Declaration of a Local State of Emergency

A State of Emergency is hereby declared in _____ effective at
(Name of Municipality) _____ on _____.
(Time) (Date)

This State of Emergency has been declared due to emergency conditions produced by

(Description of Situation)

_____.

This situation threatens public safety. This State of Emergency will remain in effect until rescinded by a subsequent order.

As the Chief Executive of _____, (Name of Municipality) I, _____, exercise the authority given me under Section 24 (Name of Chief Executive) of the New York State Executive Law, to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and the health of the citizens of this community. I hereby direct all departments and agencies of this municipality to take whatever steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

(Signature)

(Print Name)

Sample Declaration of a Local State of Emergency

County, Town, City, or Village Letterhead

A State of Emergency is hereby declared in the (County, Town, City, or Village name) for: (specify the area with the jurisdiction, if applicable, or the entire jurisdiction) on: (date) at (time). This State of Emergency has been declared due to (description of the situation) which threatens (s) the public safety.

This State of Emergency will remain in effect until rescinded by a subsequent order.

As the Chief Executive of (name of jurisdiction); I, (name of Chief Executive), exercise the authority given me under Article 2-B, Section 24 of the New York State Executive Law, to preserve the public safety and render all necessary, required and available assistance vital to the security, well-being, and health of the citizens of this jurisdiction.

I hereby direct all departments and agencies of (name of jurisdiction) to take whatever steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

(Signature)

(Name)

(Title)

(date)

Received Date

Standard Work Day and Reporting Resolution for Elected and Appointed Officials

SEE INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

RS 2417-A

(Rev.11/19)

Employer Location Code
 4 0 0 5 7

BE IT RESOLVED, that the Village of Springville / 40057 (Location Code) hereby established the following standard work days for these titles and will

report the officials to the New York State and Local Retirement based on their record of activities:

Name	Social Security Number	NYS LRS ID	Title	Current Term Begin & End Dates	Standard Work Day	Record of Activities Result	Not Submitted	Pay Frequency	Tier 1
Elected Officials:									
Reed Braman II			Village Trustee	9/16/20-4/1/24	8	1.08	<input type="checkbox"/>	Quarterly	<input type="checkbox"/>
Appointed Officials:									
Paul Weiss			Village Attorney	4/4/22-4/3/23	8	3.56	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>
Jeffrey Markello			Associate Justice	4/4/22-4/3/23	8	1.32	<input type="checkbox"/>	Biweekly	<input type="checkbox"/>

I, Elizabeth C. Melock (Name of Secretary or Clerk), secretary/clerk of the governing board of the Village of Springville (Name of Employer) of the State of New York,

do hereby certify that I have compared the foregoing with the original resolution passed by such board at a legally convened meeting held on the 6th day of June, 2022 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Village of Springville on this 6th day of June, 2022.

(Signature of Secretary or Clerk)
 Affidavit of Posting: I, Elizabeth C. Melock (Name of Secretary or Clerk) being duly sworn, deposes and says that the posting of the Resolution began on

6/7/22 (Date) and continued for at least 30 days. That the Resolution was available to the public on the:

- Employer's website at: www.villageofspringvilleny.com
- Official sign board at: 5 W. Main St Springville
- Main entrance Secretary or Clerk's office at: _____

(seal)