

Village of Springville
5 West Main Street
Springville, N.Y. 14141-0017

OCTOBER 21, 2024

7:00 P.M.

BY MOTION OF:

NOTES

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. MINUTES FROM MEETINGS
Regular Session Minutes of October 7, 2024 **A.1**
4. PUBLIC HEARING
2025 CDBG projects
5. TRUSTEE DISCUSSION
Rules of Order **A.2**
6. PUBLIC COMMENT
7. DEPARTMENT REPORTS
 - A. ADMINISTRATOR
 - B. SUPERINTENDENT'S REPORT **A.3**
 - C. POLICE **A.4**
 - D. FIRE DEPARTMENT
 - E. CODE ENFORCEMENT OFFICER
 - F. CONTROL CENTER **A.5**
8. NEW BUSINESS
Changes to Chicken Licensing **A.6**
Authorize JCAP resolution **A.7**
9. OLD BUSINESS
 - Set public hearing for changes to LL 2024-1
Changes to Chapter 20, Officers and Employees (previously tabled)
 - Planning Board Appointment (Barb Lipka) {previously tabled}
10. BILLS
11. CONSENT AGENDA
12. VILLAGE ATTORNEY REPORT
13. TRUSTEE NOTES & PROJECT REPORT
14. TREE COMMITTEE REPORT
15. EXECUTIVE SESSION
16. ADJOURN

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ATTACHMENT NO. A.1

AGENDA DATE 10/21/24

VILLAGE OF SPRINGVILLE
2024 MINUTES

October 7, 2024

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	Russel Belscher Lindsay Buncy Mary Padasak Jessica Schuster
Superintendent of Public Works	Duane Boberg
Officer in Charge	Nicholas Budney
Village Attorney	Paul Weiss
Deputy Clerk	Holly Murtiff
Code Enforcement Officer	John Baker
Emergency Manager	Todd Catalano
Springville Volunteer Fire Chief	Marc Gentner
Also Attending Eric Tuberdyke Brad Mohawk, ECSO Shane Miller, ECSO	Jennifer Shearer Kelly Baker Bruce Biringner Max Borsuk, Springville Journal
Absent	Paul Weiss, Village Attorney

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

1. Minutes

Minutes of the Regular Meeting of September 16, 2024 were approved as written by Trustee Belscher, seconded by Trustee Schuster; carried, Mayor Michaels, Trustees Belscher, Schuster and Buncy voting yes, Trustee Padasak abstaining, none opposed.

PUBLIC COMMENT

Deputies Shane Miller and Brad Mohawk of the Erie County Sheriff's Community Engagement Team introduced themselves to the Mayor and the Board. Both Deputies explained their mission and hopes for engagement within the community and with the Board. After their discussion the Deputies gave the ECSO update for September 2024.

Jennifer Shearer of LOVE, Inc. addressed the Mayor and Board regarding the need for a Code Blue warming center in this area.

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TRUSTEE DISCUSSION

The Mayor and Board discussion the most recent version of the proposed “Rules of Order”

Trustee Shuster addressed the need for the “Rules of Order”.

Trustee Belscher asked the reason for in section 8 why it states the Erie County Legislature. Trustee Schuster explained that in the absence of a rule or policy the Village of Springville would defer to the next highest governing body for guidance and that would be the Erie County Legislature. This does not mean that the Village of Springville is compelled to follow their rules but may use them for guidance.

Officer in Charge Budney explained the need to change wording within the “Rules of Order” from Police Chief to Police Officer. The Village of Springville does not have the position Police Chief and Officer in Charge explained why Police Officer should be used within this document.

All attending further discussed the “Rules of Order” and Trustee Schuster stated that she would make appropriate changes to the document. At this time this section of the meeting was closed.

DEPARTMENT REPORTS

~~ADMINISTRATORS REPORT~~

SUPERINTENDENTS REPORT

2. EV Charger Grant After explanation by Superintendent Boberg, motion was made by Trustee Padasak, seconded by Trustee Schuster; carried, Mayor Michaels, Trustees Padasak, Schuster, Belscher and Buncy voting yes, none opposed to approve Mayor Michaels to sign paperwork for EV charging station grant paperwork also to set up a grant account for this purpose.
3. MC Lite Meter Reader Scrap After discussion, motion was made by Trustee Padasak, seconded by Trustee Schuster; carried, Mayor Michaels, Trustees Padasak, Schuster, Belscher and Buncy voting yes, none opposed to declare surplus the Itron MC Lite radio meter reader. We upgraded our system and no longer use this one. Then to give them to the Village of Arcade, they use this system and could use as a backup.

Superintendent Boberg then reminded everyone there will only be 2 limb pickups for the rest of the year. The week of Oct. 7th and the week of Nov. 18th. The Streets Dept will be concentrating on leaf pickup.

POLICE DEPARTMENT

Officer in Charge Budney reported on the following:

- SPD has been awarded \$1,206.95 from the 2024 Department of Justice Bullet Proof Vest Grant. The grant will pay up to 50% of a new vest/carrier.
- SPD was awarded \$5,735 on the Police Traffic Services Grant for the 24/25 grant year. (October 1, 2024 – September 30, 2025)

FIRE DEPARTMENT

Mayor Michaels read the SVFD report as follows:

- September 2024 calls

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- Trainings
- Fire Prevention activities during the month of October
- Physicals will be conducted during October

CODE ENFORCEMENT OFFICER

CEO Baker updated the Mayor and Board on the following;

- Recent calls expressing interest in the Chinese Buffet building on South Cascade Dr.
- Waverly Street abandoned property
- Dygert farm update

CONTROL CENTER

While there was no report for this evening Deputy Clerk Holly Murtiff relayed a message from Senior Dispatcher Rick Johnson that the Control Center console is permanently out of service. This happened over the proceeding weekend. The Control Center is currently operating from a laptop for the functions the console would normally handle. Rick will be contacting Mike Saia of SAIA Communications who are building the console and give him this update and request that all measures be taken to rush the order of the new console.

NEW BUSINESS

4. Planning Board Appointment Motion was made by Trustee Belscher, seconded by Trustee Buncy; carried, Mayor Michaels, Trustees Belscher, Buncy, Padasak and Schuster all voting yes, none opposed to opening the discussion of the appointment of Barb Lipka to the Planning Board. After discussion all agreed to table the matter.

OLD BUSINESS

5. LL 2024-1 Changes to Chapter 20, Officers and Employees Motion was made by Trustee Buncy, seconded by Trustee Padasak; carried, Mayor Michaels, Trustees Buncy, Padasak, Belscher and Schuster voting yes, none opposed to open the discussion regarding holding a public hearing for Changes to Chapter 20, Officers and Employees. These changes would include changes to the term of office for the Administrator Clerk/Treasurer as well as changes to residency. After discussion the matter was tabled until the October 21, 2024 board meeting.

At this time the Board discussed the following;

- Sign provisions
- Chicken fees
- Code blue shelter needs

BILLS

Bills, as examined by members of the Board of Trustees were approved for payment in accordance with Abstracts # 83 – 101 of 2024/2025 total of \$355,277.41 for the General, Water/Sewer, Electric, Trust and Agency Funds by motion of Trustee Schuster, seconded by Trustee Belscher; carried, Mayor Michaels, Trustees Schuster, Belscher, Buncy and Padasak voting yes, none opposed.

CONSENT AGENDA

Motion was made by Trustee Buncy, seconded by Trustee Schuster; carried, Mayor Michaels,

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Trustees Buncy, Schuster, Belscher and Padasak voting yes, none opposed to accepting the consent agenda below.

Minutes of the Zoning Board of Appeals on May 22, 2024.

Minutes of the Historic Preservation Commission on August 12, 2024.

September 2024 Financial Reports **10212024 A.1**

PROJECT: 0000010702 - GARAGE SALE
PROPERTY: 175 N BUFFALO ST
ISSUED DATE: 9/17/2024
ISSUED TO: GENTNER, AMANDA
175 N BUFFALO ST
SPRINGVILLE, NY 14141
TYPE: GARAGE SALES

PROJECT: 0000010703 - UTILITY CHANGES-ELECTRIC
PROPERTY: 14068 MILL ST
ISSUED DATE: 9/11/2024
ISSUED TO: ALLARD-LAVANTUR, VICTORIA
14068 MILL ST
SPRINGVILLE, NY 14141
TYPE: ELECTRIC

PROJECT: 0000010704 - NONRES STRUCTURAL
PROPERTY: 26 FRANKLIN ST
ISSUED DATE: 9/12/2024
ISSUED TO: WOLNIEWICZ, MICHAEL
200 N BUFFALO ST
SPRINGVILLE, NY 14141
TYPE: NONRES
STRUCTURAL

PROJECT: 0000010705 - EVENT-DOG WALKING
PROPERTY: 65 FRANKLIN ST HPARK
ISSUED DATE: 9/13/2024
ISSUED TO: SOUTHTOWNS BARK PARK INC.
P.O. BOX 335
SPRINGVILLE, NY 14141
TYPE: EVENT

PROJECT: 0000010706 - ROOFING
PROPERTY: 112 ELM ST
ISSUED DATE: 9/16/2024
ISSUED TO: SAHLEMS ROOFING AND SIDING
2260 SOUTHWESTERN BLVD
WEST SENECA, NY 14224
TYPE: ROOF

PROJECT: 0000010707 - GARAGE SALE
PROPERTY: 72 PINEWOOD DR
ISSUED DATE: 9/18/2024
ISSUED TO: CASTER, DANIEL J
72 PINEWOOD DR.
SPRINGVILLE, NY 14141
TYPE: GARAGE SALES

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PROJECT: 0000010708 - GARAGE SALE
PROPERTY: 37 S CENTRAL AVE 2
ISSUED DATE: 9/18/2024
ISSUED TO: STURM, WILLIAM
25 CAROLINE LANE
ELMA, NY 14059

TYPE: GARAGE SALES

PROJECT: 0000010709 - FENCES
PROPERTY: 34 CHURCH ST LWR
ISSUED DATE: 9/20/2024
ISSUED TO: KRZEMIEN, KIMBERLY
34 CHURCH ST
SPRINGVILLE, NY 14141

TYPE: FENCES

PROJECT: 0000010710 - RESIDENTIAL ALTERATION
PROPERTY: 119 E MAIN ST
ISSUED DATE: 9/20/2024
ISSUED TO: FISHER SPRINGVILLE MAIN LLC
8614 ROUTE 353
GOWANDA, NY 14070

TYPE: RESIDENTIAL
ALTERATION

PROJECT: 0000010711 - ROOFING
PROPERTY: 243 E MAIN ST
ISSUED DATE: 9/23/2024
ISSUED TO: COMFORT WINDOWS CO., INC
560 FILLMORE AVE
TONAWANDA, NY 14150

TYPE: ROOF

PROJECT: 0000010712 - HISTORIC PRESSERVATION
PROPERTY: 52 E MAIN ST
ISSUED DATE: 9/23/2024
ISSUED TO: SKURA, WILLIAM
52 E MAIN ST
SPRINGVILLE, NY 14141

TYPE: HISTORIC
PRESERV REVIEW

PROJECT: 0000010713 - RESIDENTIAL ALTERATION
PROPERTY: 155 E MAIN ST
ISSUED DATE: 9/23/2024
ISSUED TO: FRANK'S COMMERCIAL & HOME
2080 MILITARY ROAD
TONAWANDA, NY 14150

TYPE: RESIDENTIAL
ALTERATION

PROJECT: 0000010714 - UTILITY CHANGES-PLUMBING
PROPERTY: 43 CHILDS ST LWR
ISSUED DATE: 9/30/2024
ISSUED TO: EAGAN, NEAL
13815 TREVETT RD.
SPRINGVILLE, NY 14141

TYPE: PLUMBING

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PROJECT: 0000010715 - UTILITY CHANGES-ELECTRIC TYPE: ELECTRIC
PROPERTY: 55 E MAIN ST
ISSUED DATE: 9/30/2024
ISSUED TO: BERES ELECTRICAL
10975 TREVETT RD
SPRINGVILLE, NY 14141

PROJECT: 0000010716 - UTILITY CHANGES-ELECTRIC TYPE: ELECTRIC
PROPERTY: 56 PROSPECT AVE
ISSUED DATE: 9/30/2024
ISSUED TO: DYNAMIC ELECTRICAL SOLUTIONS
9595 SOUTHWESTERN BLVD
ANGOLA, NY 14006

PROJECT: 0000010717 - UTILITY CHANGES TYPE: ELECTRIC
PROPERTY: 378 E MAIN ST
ISSUED DATE: 9/30/2024
ISSUED TO: DYNAMIC ELECTRICAL SOLUTIONS
9595 SOUTHWESTERN BLVD
ANGOLA, NY 14006

PROJECT: 0000010718 - VIOLATION-GRASS TYPE: VIOLATION
PROPERTY: 499 FRANKLIN ST
ISSUED DATE: 9/30/2024
ISSUED TO: DAVIES, PAUL F III
499 FRANKLIN ST.
SPRINGVILLE, NY 14141

PROJECT: 0000010719 - UTILITY CHANGES-SEWER TAP TYPE: PLUMBING
PROPERTY: 26 FRANKLIN ST
ISSUED DATE: 10/01/2024
ISSUED TO: WOLNIEWICZ, MICHAEL
200 N BUFFALO ST
SPRINGVILLE, NY 14141

PROJECT: 0000010720 - UTILITY CHANGES-WATER TAP TYPE: PLUMBING
PROPERTY: 26 FRANKLIN ST
ISSUED DATE: 10/01/2024
ISSUED TO: WOLNIEWICZ, MICHAEL
200 N BUFFALO ST
SPRINGVILLE, NY 14141

VILLAGE ATTORNEY REPORT

There was no Village Attorney no report this evening.

TRUSTEE NOTES & PROJECT REPORTS

Trustee Buncy stated that she missed the last Comprehensive Plan meeting and asked if a new date has been set for the next meeting. No there has not yet been a date set.

Trustee Belscher updated everyone that Administrator Clerk/Treasurer interviews are scheduled for October 18th and the 25th.

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Trustee Schuster updated everyone on the following;

- Thank you to Superintendent Boberg for meeting with her and Assemblyman Burke at the Electric shop recently
- Noticed that the LOSAP proposition is on the November ballot
- She has researched a company that may be of help to the Village with our need in the accounting area

Trustee Padasak remarked on the progress of the Comprehensive Plan project.

Mayor Michaels updated the Board that he has been in touch with the NYS Comptrollers Office regarding the state of the Village of Springville's financials and the need for help with them. The Comptrollers office will be in touch with him regarding what assistance they may be.

6. Adjourn

Motion was made by Trustee Schuster, seconded by Trustee Padasak; carried, Mayor Michaels, Trustees Schuster, Padasak, Buncy and Belscher voting yes, none opposed to adjourn the Regular Session at 8:34 pm.

Respectfully submitted,

Holly Murtiff
Deputy Clerk

ROLL CALL, MINUTES, ABSENCES: At any every meeting of the Board, upon the members being called to order, the attendance shall be taken by the Clerk. The Minutes of the preceding meeting, when available, shall then be presented for approval to the end that any corrections, alterations, or additions may be made. It shall be improper to object to approval of the minutes without offering a correction in the same meeting pursuant to Roberts' Rules. In all cases when an order, resolution or a motion shall be entered in the Minutes of the Board, the name of the member presenting or moving the same and seconding shall be entered.

ORDER OF BUSINESS: The Order of Business of each session shall be:

1. Call to order
2. Pledge of Allegiance or National Anthem
3. Consideration of the Minutes of the preceding meeting(s);
4. Public Comment reserved for items that specifically appear on the meeting agenda, limited to 3 minutes per speaker, unless a motion is made and seconded for an extension. These may be granted in 30 second increments per speaker; **public comment should not address any Board member or village employee specifically, shall not contain derogatory or defamatory comments, and shall not be redundant from meeting to meeting. Comment during this period should reflect items on the agenda for a given meeting. Any speaker who violates such rules may be deemed out of order. The Board of Trustees shall not feel compelled to respond to any member of the public except under a point of personal privilege, if desired. A motion to recess for a specified length of time may be made and voted on if a speaker is out of order where the vote of a majority of the Board is the controlling factor. The Mayor will enforce such rules as adopted by this code during public comment to maintain decorum and order at the business meeting. Members of the public are not permitted open comment or discussion except during designated sections of the meeting and may be asked to refrain or leave a meeting if they cannot refrain. The police officer present will serve as Sergeant at Arms as need arises.**

5. The consideration of Communications, Local Laws and Resolutions submitted by Board members prior to the preceding clock-in deadline;

6. Reports from Department Heads;

7. Discussion of New Business (which may or may not result in action taken by the Board if a proper motion is made and seconded);

8. Suspension of the Rules, where a majority of the full Board is required to vote to take up an item prior to discussion (otherwise item will remain on the agenda for the following meeting where it will be discussed);

9. Discussion of Old Business;

10. Bills (unless included in consent agenda);

11. Permits and Applications (unless included in consent agenda);

12. Village Attorney Report;

13. Trustee Reports;

14. Reports of Standing Committees;

15. Public Comment on any item germane to the Board where the same rules apply as section 4

16. Executive Session, if necessary; and

17. Adjournment. The Chair in his or her discretion may change the Order of Business at any session except as otherwise provided.

During regular meetings, the Mayor has the floor for all agenda assignments, yet may yield the floor at his or her discretion. As the Mayor assigns any item submitted to a committee or for discussion, including resolutions or any other open item requested for immediate consideration, or makes any other change to the assignment of agenda items, no debate or discussion shall be in order unless properly objected to and sustained.

Agenda assignments or changes can be appealed pursuant to Roberts' Rules.

TIME FOR PRESENTATION TO CLERK:

All petitions, resolutions, offers, or communication of whatever nature shall be submitted to the Clerk of the Village before 12:00 pm, three (3) full business days prior to a regular meeting date, for presentation at the next meeting. For the purpose of this rule, business day shall be defined as Monday through Friday from 9 am to 5 pm. In the event that three business days before a meeting is a recognized holiday or a recognized holiday occurs within three business days before a regular meeting date, the appropriate clock-in day will be the first business day of the week in which the regular meeting date is held. An agenda of all matters before the Board of Trustees shall be prepared by the Clerk, who shall determine the particular order of agenda items in keeping with rules as otherwise adopted.

ALL POINTS OF ORDER NOT COVERED BY THESE RULES: On all points of order not governed by the rules of this document, the most recent edition of Robert's Rules of Order shall prevail. In the event that a point of order shall arise which shall not be covered by either the Rules of Order or by the most recent edition of Robert's Rules of Order, the Rules of the Erie County Legislature shall be followed.

COMMITTEE REPORTS: No report shall be made by any committee on any subject referred to it except by a majority vote of the total membership of the committee unless the Board

otherwise directs. All reports of committees shall be in writing and presented to the Board for consideration at the next succeeding regular session of the Board, unless other extenuating circumstances warrant. Where a Board member is seated as ex-officio and the committee holds a public meeting with a quorum, a Board member may bring meeting minutes for approval by the Board. If a Board member does not attend or a committee is unable to make quorum after 60 days, draft minutes become finalized automatically.

APPOINTMENTS AND CONFIRMATIONS: All appointments by the Mayor outside of the annual re-organizational meeting shall follow the rules for clock-in or be subject to suspension. The Mayor or Clerk, as his designees, shall formally submit, in writing, the notice of candidacy for the position as part of the regular agenda process.

PURCHASE OVER \$20,000: The sum of \$20,000.00 is hereby fixed as the limit above which any purchases for contract for supplies may not be made without public advertisement. On purchases under \$20,000.00, as far as practicable, it is advised to obtain at least three quotes or estimates on every purchase, except where a vendor will extend GSA contract pricing to the Village.

AUDIO RECORDING: Audio recording of the public proceedings of the Village's sessions, committee meetings and public hearings shall be permitted under the following conditions that any unobtrusive audio recorder may be used provided that such recording is restricted to the open and public areas;

VIDEO RECORDING: Video recording of the public proceedings of the Village's sessions, committee meetings and public hearings shall be permitted under the following conditions that any unobtrusive video recorder may be used provided that such recording is restricted to the open and public areas and that no light, visible signal or audible sound shall be used on any video equipment to indicate that the equipment is operating.

AMENDMENT OF RULES: These rules shall not be rescinded, altered, or amended, nor shall any additional rule be added, except by a majority vote of the total members of the Board, and only after at least one day's notice in writing, filed with the Clerk. Any additions to the Rules of Order shall be underlined and deletions shall be bracketed [] or marked-up using the Track Changes function in Microsoft Word.

EFFECTIVE DATE: These rules shall be effective immediately upon adoption by a majority vote of the total membership of the Board and then as part of the annual re-organization.

VILLAGE OF SPRINGVILLE
DEPARTMENT OF PUBLIC WORKS
Duane Boberg
Superintendent of Public Works
Superintendent Report for October 21, 2024

ATTACHMENT NO. A.3
AGENDA DATE 10/21/24

Resolution: To hire Kevin Pilon for the vacant Lineman position at the Electric Division. This will be a Lineman "B" position. Kevin is currently going into his 3rd year apprentice training. His 6-month probation pay will be \$31.25 per hr. I am also asking for a board exception on residency. Kevin was by far the most qualified applicant for this position. He has a home and family in Cattaraugus County and would like to stay there. It has become increasingly difficult to find linemen with experience and we need to find ways to get and keep the ones we find.

Chris Reynolds will complete his 4-year Lineman training on Thursday October 24th. This will give him a Lineman A status. He has worked very hard over the course of the 4 yrs. Congratulations to him. This will give the Village 3 certified A linemen again.

The Streets Division will again be concentrating on leaf pick-up for the next month. Final limb pick-up will be the week of Nov 18th.

LT. NICHOLAS K. BUDNEY
OFFICER IN CHARGE



ATTACHMENT NO. A.4
AGENDA DATE 10/21/24

SPRINGVILLE POLICE DEPARTMENT

October 21, 2024

September 2024 SPD Report – 234 calls handled, 2080 miles patrolled, 46 patrol/ 4 court shifts, which resulted in 108 summonses and 13 parking tickets for the month.

LPR installation/DCJS hiring audit update

Resolution to modify TR-1 Recruitment and to add VT-14 License Plate Reader (LPR) policies to the Village of Springville Police Department Manual of Procedure.

PATROL OFFICE
65 FRANKLIN STREET
PO BOX 17
SPRINGVILLE, NEW YORK 14141

nbudney@villageofspringvilleny.com

ADMINISTRATIVE OFFICE
5 WEST MAIN STREET
PO BOX 17
SPRINGVILLE, NEW YORK 14141
(716) 592-4936 FAX (716) 592-7088

**TR-1
RECRUITMENT**

A. Policy

1. It is the policy of the Village of Springville Police Department to recruit and select candidates for the position of police officer according to New York State Department of Criminal Justice Standards, Village law, and to afford equal employment opportunity to all eligible candidates.
2. To be eligible for appointment, candidates must meet the prescribed standards set forth by the New York State Bureau for Municipal Police, be employed full-time by a full-time police agency or recently retired from a full-time agency/still accredited and must have successfully passed a minimum of a one-year probationary period at that full-time agency. This section does not preclude the reappointment of Springville Police Officers who must resign from this Department in order to process their full-time police pension benefits.
3. The Village of Springville Police Department recognizes that the level of competence and integrity of newly appointed officers will determine that status of police leadership and the quality of service to the community well into the future. The selection of competent officers is the most essential of administrative duties. Neither expense nor effect should be spared in selecting only the most qualified candidates. To that end, the following procedures will apply:

B. Civil Service Requirements:

1. All candidates for entry level position as a police officer are required to pass a written examination as prescribed by the New York State Civil Service Commission (police officers accredited and working full time in New York State).

C. Initial Administrative Process

1. The Officer in Charge is responsible for the planning process to determine the number of police officer vacancies to be filled. This number is based on projected vacancies resulting from new positions, retirements, promotions, resignations, etc.
2. To avoid actual vacancies from impacting the effective strength of the department, the Officer in Charge will maintain resumes of potential police officer candidates. In most instances the Officer in Charge ("OIC") is aware of prospective applicant abilities and professional reputation. Uniquely qualifying the OIC to recommend a hiring based on his/her knowledge of the applicant and the job at hand. In most cases, the hiring of Officers is completed on the recommendation of the OIC to the board, unless the Mayor or Village Administrator wish to participate in the formal interview process.
3. The number of candidates to be initially interviewed, will be determined by the number of positions available.
4. Candidates are notified of the interview process, if interview format utilized, and application information is mailed to each applicant. This information must be completed and returned to the department by the date specified.

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D. Preliminary Screening

1. Oral interviews
 - a. The Mayor, Village Administrator and/or Officer in Charge will interview all applicants.
 - b. Each applicant will be asked a set of uniform questions.
 - c. The OIC or interview committee will evaluate the applicant's responses to the questions.
 - d. The OIC or interview committee then ranks each candidate based on the results of the interviews.
 - e. An initial preference list of candidates is then submitted to the Officer in Charge for his approval to begin background investigations as required by New York State law.
2. Conditional offer of employment
 - a. Names of candidates shall be submitted to the Village Board for approval/conditional approval.

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b. Candidates selected and notified of conditional offer of employment.

3. Physical Examinations

a. All candidates must pass a physical exam pursuant to the standards prescribed by the Village of Springville and/or 9 NYCRR Part 6000.4.

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b. All candidates may be subject to a drug testing both prior to and during their employment.

c. Physical fitness screening pursuant to 9 NYCRR Part 6000.8.

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4. Background Investigation

a. The Officer in Charge will conduct a background investigation of each candidate as required by 9 NYCRR Part 6000.10k State law.

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(i) Informational package consisting of written instructions and checklist of tasks is provided to each individual who conducts such investigations.

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5. Psychological/Polygraph Testing

a. All Police Officer candidates and Village Police Officers may be required to undergo Psychological testing pursuant to NYSNEW YORK STATE law and/or Village Policy. If selected, candidates shall be evaluated by a qualified psychologist to assist in determining if they possess a level of emotional stability and psychological fitness compatible with the position of police officer pursuant to 9 NYCRR Part 6000.11. In accordance with NYSNEW YORK STATE hiring standards, this requirement can be waived if officer is already certified by the New York State Law Enforcement Agency Accreditation Council.

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b. All candidates must pass a polygraph exam if requested and subsequent to employment may be asked to consent to a Polygraph.

E. Appointment

1. All appointments to the Village of Springville Police Department are at the will of the Village Board. The Village Board reserves the right to hire and terminate employees who fail to meet the high standards expected of Village employees.

F. Maintenance of Records

1. All records will be maintained by the Village of Springville Police as determined in the New York State Record Retention and Disposition Schedule

Amended 10/21/24

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Proposed Amendment 2/1/23 Amended 3/6/23
Amended 6/17/19

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LICENSE PLATE READER (LPR)

License Plate Reading Technology uses specialized cameras and computers to capture large numbers of photographs of license plates. It then converts them to text and compares them to a list of plates of interest. LPR systems can identify a target plate within seconds of contact, allowing law enforcement to identify target vehicles that might otherwise be overlooked. This Mobile License Plate Reading System is designed to allow officers to patrol at normal speeds or in a stationary mode, while the system reads every license plate they come in contact with and alerts them if there is a match to a "hot" list. The hot list can contain stolen vehicles, terrorist watch lists, wanted and missing persons and suspended registrations. When a target plate is located, the officer in the vehicle is notified with a message that is specific to the plate. Integrated GPS technology allows the operator to locate the last contact with the vehicle. The use of this technology will enhance enforcement abilities related to stolen vehicles, unregistered/uninsured motor vehicles, persistent scoff law violators, unlicensed operators, AMBER Alerts, and sex offenders, etc.

A. License Plate Reader Operations

1. Officers are prohibited from using LPR systems until they have been properly trained in its use.
2. This system can be used during regular patrol and/or during special detail.
3. Vehicle(s) equipped with the LPR system will include a "User's Guide" to be used as a reference if needed.
4. The LPR operator is responsible for confirming any "hits" from the system's hot list via NYSPIN. The information received from this system is typically up to 24 hours old. At this time the LPR does not interface with real time with NCIC or NYSPIN data, so confirmation on the "hit" is essential prior to stop.
5. Verified hits on unoccupied vehicles – maintain visual observation and contact a shift supervisor to determine if immediate recovery action will be taken or whether surveillance will be continued.
6. The LPR camera lenses shall be cleaned with a glass cleaner spray on a soft cloth at the beginning and end of each shift as needed.
7. Any damage shall be reported immediately to the Officer in Charge.
8. LPR equipped vehicle should be used as often as possible. When not in use, every effort is to be made to ensure that the LPR vehicle is garaged.

B. Updating/Using License Plate Reader Files:

1. The Officer in Charge or designee may add additional information to the LPR data base only if it is law enforcement related. This data can be used to enter data for ongoing criminal investigations or patrol purposes. Use is restricted to these purposes. No officer may use, or authorize the use of this equipment or data base records for any other purpose.

C. NYS AMBER and NYS Missing Child/College Student Alert Activations:

1. Upon receiving notification (via fax, NYSPIN, email or other notification system) that a NYS AMBER Alert or NYS DCJS Missing Child/College Student Alert activation has occurred, dispatch must immediately review the details. Unless directed to take alternative action, dispatch must immediately broadcast Alert details to all available patrols and must specifically advise patrols using LPR equipment to manually place involved vehicle plate number(s) into the LPR database.
2. Upon notification of an alert all patrols using LPR equipment must manually place involved vehicle plate number(s) into the vehicle database. Upon receipt of updated information, (i.e., involved vehicle plate number changes), patrols must immediately update database entries.
3. Officers must promptly search the LPR database to determine if a record of a past encounter exists. If so, information should be immediately provided to dispatch for investigative action.

4. If a vehicle is encountered, the actions taken should ensure the safe recovery of the missing child. Officer experience and judgment, as well as our agencies policies and procedures will dictate the best course of action to take.

Added 10/21/24

ATTACHMENT NO. A.5
AGENDA DATE 10/21/24



SPRINGVILLE FIRE CONTROL REPORT
SEPTEMBER 2024

1. PERSONAL

- A. CURRENTLY THERE IS 1- PERM. POSITION OPEN FOR MID-8AM FRIDAYS, SATURDAYS AND SUNDAYS. AND 1-PERM. POSITION OPEN FOR 4PM-MID ALTERNATING DAYS.
- B. RICK NEAMAN STARTED TRAINING 7/20/24.
- C. KATELYN KITTLESON STARTED TRAINING 9/13/24.

2. EQUIPMENT

- A. COUNCIL COMPUTER CURRENTLY OPERATIONAL UNKNOWN FOR HOW LONG. CRASHES 3 TO 4 TIMES A WEEK AND THEN RECOVERS.
- B. NEW DISPATCH CONSOLE ORDERED THROUGH SAIA COMMUNICATIONS.

3. MONTHLY CALL VOLUME REPORT

- A. MONTHLY CALL VOLUME REPORT SUBMITTED

4. CHIEF'S COUNCIL MEETING

- A. NEXT CHIEF'S COUNCIL MEETING IS OCTOBER 15, 2024 AT MORTONS CORNERS FIRE DEPT. AT 7PM.
- B. NO COMPLAINTS FROM JULY'S CHIEF'S COUNCIL MGT.

ALL VOLUME MONTH OF SEPTEMBER 2024

SPRINGVILLE- 58-EMS
10-FIRES
1-MVA
0-ASST
3-OTHER
TOTAL 72 CALLS

EAST CONCORD- 10- EMS
1- FIRES
0- MVA
1-ASST
2-OTHER
TOTAL 14 CALLS

MORTONS CORNERS- 10- EMS
2- FIRES
1- MVA
0-ASST
1- OTHER
TOTAL 14 CALLS

MERCY EMS- 143-EMS
2-FIRES
3-MVA
1-ASST
2-OTHER
56-TRANSFERS
10-DROPPED CALLS
TOTAL 217 CALLS

TOTAL OF 317 CALLS UNDER SPRINGVILLE FIRE CONTROL

RESPECTIVELY SUBMITTED,
RICK JOHNSON
SR. DISPATCHER

ATTACHMENT NO. A.6
AGENDA DATE 10/21/24

**A RESOLUTION SUBMITTED BY
TRUSTEE SCHUSTER**

Amending the Village of Springville chicken licensing and registration fee

Whereas Article III of the Village of Springville code entitled “Chickens” indicates in Chapter 60 that Trustees may set for the from time to time a resolution to establish fees

Now, therefore be it

Resolved, that the Village of Springville sets the registration and initial inspection fee for backyard chicken coops and runs at \$50 and \$25 annually thereafter, and

Resolved, this change will take effect immediately upon approval of the resolution.

Springville Village Board Resolution
In Support of
The Springville Justice Court’s Grant Application

At a regular meeting of the Board of Trustees of the Village of Springville (“the Board”), Erie County, New York, held on October 21, 2024,

A RESOLUTION was submitted by the Springville Justice Court, requesting the support of the Board in its application for a grant through the Justice Court Assistance Program (“JCAP”).

WHEREAS, JCAP makes funds available on an annual basis to assist Town and Village courts with the implementation of courtroom renovations and improvements, etc.

WHEREAS, the Springville Justice Court would like to apply for funding for items that would enhance both the operations and the facility of the courtroom.

WHEREAS, any items purchased would be covered wholly by the grant funds and have been purchased following prior approval by the JCAP.

THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees of the Village of Springville is hereby supports the application for a Justice Court Assistance Program Grant by the Springville Justice Court for the purposes so stated.

Dated: _____

By: _____
Timothy Michaels, Mayor

VILLAGE OF SPRINGVILLE
October 21, 2024
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CONSENT AGENDA

PROJECT: 0000010727 - VIOLATION-VEHICLE TYPE: VIOLATION
PROPERTY: 435 E MAIN ST
ISSUED DATE: 10/02/2024
ISSUED TO: BLY, VICTOR G
435 E MAIN ST
SPRINGVILLE, NY 14141

PROJECT: 0000010728 - VIOLATION-VEHICLE TYPE: VIOLATION
PROPERTY: 31 ACADEMY ST
ISSUED DATE: 10/02/2024
ISSUED TO: SEIDER, JOSHUA
31 ACADEMY ST
SPRINGVILLE, NY 14141

PROJECT: 0000010729 - UTILITY CHANGES-SEWER TYPE: PLUMBING
PROPERTY: 5 PROSPECT AVE
ISSUED DATE: 10/02/2024
ISSUED TO: NEWTON, JULIA
5 PROSPECT AVE
SPRINGVILLE, NY 14141

PROJECT: 0000010730 - SHEDS, UP TO 144 SQ.FT. TYPE: SHEDS
PROPERTY: 104 EAST HILL RUN
ISSUED DATE: 10/03/2024
ISSUED TO: HALLSTROM, BRIAN
104 EAST HILL RUN
SPRINGVILLE, NY 14141

PROJECT: 0000010731 - SWIMMING POOLS TYPE: SWIMMING POOLS
PROPERTY: 509 FRANKLIN ST
ISSUED DATE: 10/03/2024
ISSUED TO: MAJESTIC POOLS
4370 WALDEN AVE
LANCASTER, NY 14086

PROJECT: 0000010732 - LICENSES-BOOTLEG SOIREE TYPE: EVENT
PROPERTY: 3 E MAIN ST
ISSUED DATE: 10/04/2024
ISSUED TO: SPRINGVILLE CENTER FOR THE ART
P.O. BOX 62
SPRINGVILLE, NY 14141

PROJECT: 0000010733 - ACCESSORY BUILDING TYPE: ACCESSORY BUILDINGS
PROPERTY: 479 FRANKLIN ST
ISSUED DATE: 10/07/2024
ISSUED TO: SHRIVER, ROBERT & SHERRY
479 FRANKLIN ST
SPRINGVILLE, NY 14141

VILLAGE OF SPRINGVILLE

October 21, 2024

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CONSENT AGENDA

PROJECT: 0000010734 - HISTORIC PRESSERVATION-PAINTING TYPE: HISTORIC PRESERV
PROPERTY: 52 E MAIN ST REVIEW
ISSUED DATE: 10/07/2024
ISSUED TO: SKURA, WILLIAM
52 E MAIN ST
SPRINGVILLE, NY 14141

PROJECT: 0000010735 - DECKS/HPC TYPE: DECKS
PROPERTY: 26 FRANKLIN ST
ISSUED DATE: 10/07/2024
ISSUED TO: WOLNIEWICZ, MICHAEL
200 N BUFFALO ST
SPRINGVILLE, NY 14141

PROJECT: 0000010736 - EVENT-GUN SHOW TYPE: EVENT
PROPERTY: 405 W MAIN ST
ISSUED DATE: 10/09/2024
ISSUED TO: NIAGARA FRONTIER GUN SHOWS
83 ECKERSON AVE
AKRON, NY 14001

PROJECT: 0000010737 - ROOFING TYPE: ROOF
PROPERTY: 31 S CENTRAL AVE
ISSUED DATE: 10/09/2024
ISSUED TO: KOMENDA, TIMOTHY D
31 S. CENTRAL AVE.
SPRINGVILLE, NY 14141

PROJECT: 0000010738 - ROOFING TYPE: ROOF
PROPERTY: 8 WOODWARD AVE
ISSUED DATE: 10/15/2024
ISSUED TO: ROOFX
2121 MARYDALE AVE
WILLIAMSPORT, PA 17701

*Village of Springville
Historic Preservation Commission*

September 9, 2024 7:00 pm

A meeting of the Historic Preservation Commission of the Village of Springville was held at the Municipal Building, 65 Franklin Street, Springville, New York at the above date and time. Present were:

Absent

Members: Bill Skura Chairman
Helen Brogan-absent
Don Orton-absent
John Baronich
Kelly Baker
Mike Wolniewicz-Alternate

Also present: Jessica Schuster

Clerk: Jennifer Blumenstein

After the Pledge of Allegiance, Chairman Skura called the meeting to order at 7:00p.m.

The board welcomed the newest Board Member Michael Wolniewicz to sit as an alternate at this time.

Chairman Skura asked for a motion to approve the minutes from the August 12, 2024, meeting after making one change as per who made the motion to vote on the Certificate of Appropriateness regarding the 52 E. Main Street mural.

Mike Wolniewicz made the motion to approve the minutes after one correction, seconded by John Baronich. All in favor, none opposed.

The first Certificate of Appropriateness came from Greg Beatty located at 39-41 Pearl Street. Greg is looking to paint the apartment building White with Black Shutters.

After some discussion and review of this application, Chairman Bill Skura asked for a motion.

John Baronich made the motion to approve as written. Seconded by Kelly Baker. All in favor, none opposed.

September 9, 2024
(pg.2)

Bill Skura mentioned that the work at 55 E. Main Street has begun. The front facade is now open.

Jessica Shuster expressed some concerns about the property located 61 E. Main Street. Bill Skura stated that the Historic Preservation Board does not have the authority to make a property owner maintain the property. This would have to go through the Code Enforcement Officer.

The board members would like a letter sent to the owners of 33-37 E. Main St., 69 E. Main St. and 45 E. Main St to invite them to the October 15, 2024, meeting to give them an update to their projects. The Certificates have been open for a year at this time and need to be closed or extended.

John Baronich made the motion to adjourn at 7:40. Seconded by Michael Wolniewicz. All in favor, none opposed.

Respectfully Submitted,
Jennifer Blumenstein