

Village of Gowanda
Board Meeting Minutes
August 12, 2025

The Village of Gowanda Board of Trustees meeting was called to order mayor Nephew at 6:02 PM.

Present: Mayor Mark Nephew, Trustee Peter Sisti, Trustee Paul Zimmermann, Trustee Wanda Koch, Trustee Carol Sheibley

Employees: Clerk Danielle Wagner, Treasurer Traci Hopkins, Attorney Deb Chadsey, WWTP Supervisor Andy Carriero, Highway Supervisor Adam Reid, Code Jason Pickering, George Poff

Absent: Water Supervisor Kirk Trumpore, OIC Ross Olszewski

Public: Jack Broyles, Theresa Girome

Agenda & Minutes

Motion 8-41-Motion by Trustee Zimmermann, seconded Sisti to approve the agenda for the August 12, 2025 meeting. Motion carried.

Motion 8-42-Motion by Trustee Koch, seconded by Trustee Zimmermann to approve the minutes from the July 8, 2025 meeting. Motion carried.

Public Participation

Jack Broyles-Multi dwelling code.

Official Business

Mayor/Board of Trustees

Thatcher Brook Project Update-waiting for access to 2 properties to do environmental checks.

Legal-Deb Chadsey-moved up

Llama letter repose review-special use variance is for the applicant and is not transferrable.

Code-Jason Pickering, George Poff

Building permits-11, Inspections 6, complaints filed 1, violations on patrol 7, notices sent 8, inspection request 2, new court summons 1.

Lawn mowing bid went out, only one bid came in. The price is higher than previous with 10 mows minimum and does not include clean up.

Motion 8-43-Motion by Trustee Sisti, seconded by Trustee Koch to reject the lawn mowing bid. Motion carried.

6th conditional business permit is tabled until next month.

Code is seeking permission to take the legal steps necessary for emergency demolition for 2 properties that are starting to fall in 31 Park and 91 Buffalo.

Motion 8-44-Motion by Trustee Koch, seconded by Trustee Sisti to approve Code to start the legal steps for emergency demolition of 2 dwellings. Motion carried.

Zoning-Bob Tiller

The board is put on notice to replace him on the zoning board.

Public Works

Highway-Adam Reid

The updated street maintenance plan is to do East Hill St. from Broadway to the railroad tracks.

5 applicants were interviewed for the MEO position.

Motion 8-45-Motion by Trustee Sisti, seconded by Trustee Koch to hire the recommendation Albert Conklin as a MEO Operator to start August 18, 2025. Motion carried.

The Village received 3 quotes to seal the municipal lot. The lowest bid was J&D's Seal tech at \$9800.00.

Motion 8-46-Motion by Trustee Koch, seconded by Trustee Zimmermann to accept the sealing quote for the business parking lot from JD Sealtech. Motion carried.

Sewer-Andy Carriero

Capital Project Update-Contractor has been off, new pumps going in. Phase I of the project should be completed by late fall.

The grant application submitted by Municipal Solution for Phase II of the project was denied.

Water-Kirk not in attendance

A water hearing took place on July 31st.

Motion 8-47-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve the water hearing recommendation. Motion carried.

The Village received 3 water engineering RFQ's. A recommendation was made to the board, MDA Consulting Engineers.

Motion 8-48-Motion by Trustee Sheibley, seconded by Trustee Sisti to award the water engineering services RFQ to MDA Consulting. Motion carried.

The pump at the well went down and is running slow, it is in need to replacing. The pump is 30 yrs old.

Motion 8-49-Motion by Trustee Zimmermann, seconded by Trustee Sheibley to approve the pump replacement at \$55,700 from Moody's. Motion carried.

Police-Ross Olszewski not in attendance

Motion 8-50-Motion made with regrets by Trustee Sisti, seconded by Trustee Koch to accept the letter of resignation by Justin Grimm effective July 17, 2025. Motion carried.

Treasurer-Traci Hopkins

Motion 8-51-Motion by Trustee Sisti, seconded by Trustee Zimmermann to approve WWTP pay #14 to STC Construction through 6/30/25 at \$416,684.25. Motion carried.

Motion 8-52-Motion by Trustee Koch, seconded by Trustee Sheibley to approve WWTP pay app #3 to Quackenbush Co. through 6/30/25 at \$69,338.22. Motion carried.

Motion 8-53-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve WWTP pay app #4 to BECC Electric through 6/30/25 at \$54,246.40. Motion carried.

The Village has been with BOA to market vacant, under-utilized sites for reuse. An agreement to establish the Village to submit a request for proposals for a consultant. The contract extends to July 30, 2030.

Motion 8-54-Motion by Trustee Koch, seconded by Trustee Sheibley to approve the authorization to enter into the BOA predevelopment contract agreement. Motion carried.

Since the Village has had some Federal monies, a single audit needs to be done. A request for proposals went out, only 1 was received from RA Mercer at \$17,500.00.

Motion 8-55-Motion by Trustee Koch, seconded by Trustee Sheibley to award the single audit request to RA Mercer. Motion carried.

NY Forward Contracting Award Notice-NYS Dot is doing a project in 2027; the Village wants to work with them during that time for the Streetscape project-department of State will be the contracting agency. Housing Development Community Renewal will be the contracting agency for our small project fund and another entity will be for the rebranding. It takes 6-9 months to establish contracts.

Budget Amendment #1 was provided to the board for approval.

Motion 8-56-Motion by Trustee Zimmermann, seconded by Trustee Sisti to approve budget amendment #1 for the police equipment and OCFS recreation funding. Motion carried.

Abstract bills to pay was provided to the board for approval.

Motion 8-57-Motion by Trustee Sisti, seconded by Trustee Sheibley to approve the abstract bills to pay for General \$99,319.46, Water \$53,033.75, Sewer \$55,151.25, and Capital Projects \$687,445.08. Motion carried.

Next Meeting

Next meeting will take place September 9, 2025 at 6:00 PM.

Motion 8-58-Motion by Trustee Sisti, seconded by Trustee Zimmermann to adjourn the meeting at 7:24 PM. Motion carried.

Respectfully Submitted
Danielle Wagner
Clerk