

**VILLAGE OF OAKFIELD BOARD OF TRUSTEES  
MONTHLY MEETING**

**June 10th, 2024 @ 6:30 pm**

A regular monthly meeting of the Village of Oakfield Board of Trustees was called to order at 6:30p.m. followed by the Pledge to the Flag led by Resident, Maria Thompson. The following Trustees were present: John Igoe, John Mullen, Scott D'Alba, and Michael Cianfrini and Mayor Boyle.

Also, Present: Clerk/Treasurer, Kim Staniszewski; DPW Supervisor, Tom Mikolajczyk; OFD Fire Chief, Sean Downing;

**PUBLIC HEARING:**

1. **Organizational Meeting: Review and Approval of Appointments, Policies, Procedures, and Committees**

**A Motion** was made by Trustee Igoe to open the public hearing for the Annual Organizational Meeting @ 6:30 PM, second by Trustee Cianfrini. Ayes: Igoe, Cianfrini, D'Alba, and Mullen. Carried

No public comments were received on the Organization Meeting.

**A Motion** was made by Trustee Igoe to close the public hearing for the Annual Organizational Meeting @ 7:51 PM, second by Trustee D'Alba. Ayes: Igoe, Cianfrini, D'Alba, and Mullen. Carried

**PUBLIC COMMENT:**

1. **Cary Avenue Parking-** several Cary Ave residents affected by the recently approved LL#2-2024 Restricted On-Street Parking for Cary Avenue came to voice concerns and questions to the Board of Trustees on why the local law was approved. The Mayor and Trustees heard their comments. Further discussion will be held at the July meeting.
2. **Coe Avenue Resident-** Mrs. Mary Bucceri asked that the trees in front of her home be removed due to tree root damage on her property. Mayor will look at property and report at the July meeting.

**OLD BUSINESS:**

**NEW BUSINESS:**

1. **Oakfield Historical Society-** Laurie Nanni provided an update on the Vietnam Vets Memorial Bench. The bench is ready, will do a dedication ceremony labor day parade this year. All Vets are invited to attend. They are also sponsoring the History Comes Alive at Cary Cemetery on Sept.21<sup>st</sup> and a Fort Tour in October
2. **Oakfield Betterment Committee-** Jaime Lindsley updated the board on plans for Labor Celebration , many new groups are being represented during the weekend long event. Jeff Allen asked the Boards permission for the Betterment committee to do a feasibility study for

electric upgrades to Triangle Park. He was granted permission but advised that any upgrades are to be approved by the board and paid for by Betterment. Also, the approved electrician of the Village is who should be contacted.

- 3. **Fire Chief/President Report-** Chief Downing provided a written report to the Board. Engines are going for pump testing. Fire Department participated in the Prom Drill at OACS on June 7<sup>th</sup>. The department purchased a Chiefs vehicle that is used as a mobile command unit if needed.

**A Motion** was made by Trustee Igoe, to accept the Fire Chief report for June, 2024, second by Trustee Mullen. Ayes: Trustees Igoe, Mullen, D’Alba, and Cianfrini. Carried

- 4. **Zoning/Code Report-** Code Zoning Officer Morris presented a written report. Trustees would like a meeting with Code Zoning Officer on outstanding items.

**A Motion** was made by Trustee Igoe, to accept the Code/Zoning report for May , 2024, second by Trustee Cianfrini. Ayes: Trustees Igoe, Mullen, D’Alba, and Cianfrini. Carried

5. **Approval of June 2024 Abstract/P.O.’s**

<i>6/10/2024 Abstract</i>				
A0 Chks -20212-20221	(\$30,080.56)	(\$30,080.56)		
F0 Chks --19961-19962	(\$7,073.38)		(\$7,073.38)	
G0 Chks -20076-20077	(\$23,910.12)			(\$23,910.12)

**A Motion** was made by Trustee Mullen to approve the June, 2024, Abstract, second by Trustee Cianfrini, Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried.

6. **Approval of the May 10, 2024, Minutes**

**A Motion** was made by Trustee Igoe to approve the May 10th, 2024 Minutes, second by Trustee Cianfrini, Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried.

- 7. **DPW Report-** DPW Supervisor Mikolajczyk provided a report to the Board.
  - a. July 10<sup>th</sup> -12<sup>th</sup> Milling /Paving Cary Ave and Oak St.
  - b. Lead Service Line Inventory Continues
  - c. No Parking signs were installed on Cary Ave. per LL #2-2024

**A Motion** was made by Trustee Cianfrini to accept DPW Supervisor report for June 10th, 2024, second by Trustee Igoe, Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried.

- 8. **Clerk’s Report-Written Report** – Village Clerk-Treasurer Staniszewski provided a written report to the Board.

- a. Village was approved for the Genesee County Grant for Grant writing services.
- b. July Water bills will be mailed at the end of June with newsletter

- c. AWQR was approved and is available for the public
- d. Using the WLP Accounting Program and migrated bank accounts effective June 1<sup>st</sup>.

**A Motion** was made by Trustee Mullen to accept Clerk-Treasurer report for June 10th, 2024, second by Trustee Igoe. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**9. Trustee Report-**

- a. Trustee Cianfrini- would like an update from the School
- b. Trustee Mullen- when is road repair going to be done on Bennett Ave.?

**10. Mayors Report-**

- a. Flower-Pot damage Memorial Day weekend. Sheriffs’ office and SRO have been very helpful in identifying individuals.
- b. Cary Ave parking LL#2-2024 a reminder to everyone that part of the reason for the LL was to protect citizens, as there were safety issues noted by the Town/Fire Dept./ Village DPW, and the school.

**11. Resolution #19-2024 Approval of Pay Increases**

**A Motion** was made by Trustee Igoe to approve Resolution #19-2024 Approval of Pay Increases, second by Trustee Mullen. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**12. Resolution #20-2024 Modify 2023-2024 Budget with ARPA Funds**

**A Motion** was made by Trustee Cianfrini to approve Resolution #20-2024 Modify 2023-2024 Budget with ARPA funds, second by Trustee D’Alba. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**13. Resolution #21-2024 Approval of Purchase Dell PowerEdge T360 Server for Village Office**

**A Motion** was made by Trustee Igoe to approve Resolution #21-2024 Purchase of Dell PowerEdge T360 Server for Village Office, second by Trustee Mullen. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**14. Resolution #22-2024 Approval of Purchase of Dell OptiPlex Desktop Computer for Sewer Treatment Plant**

**A Motion** was made by Trustee D’Alba to approve Resolution #22-2024 Purchase of Dell Optiplex Desktop Computer for Sewer Treatment Plant, second by Trustee Igoe. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**15. Resolution #23-2024 Approval of Purchase of Sewer Camera**

**A Motion** was made by Trustee Cianfrini to approve Resolution #23-2024 Purchase of Sewer Camera, second by Trustee Mullen. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**16. Resolution #24-2024 Approval of Purchase of AFC Semper Water Impulse Kit**

**A Motion** was made by Trustee D’Alba to approve Resolution #24-2024 Purchase of AFC Semper Water Impulse Kit, second by Trustee Igoe. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**17. Resolution #25-2024 Approval of Contract for 2024-2025 Accounting Consultant, John Savash**

**A Motion** was made by Trustee Cianfrini to approve Resolution #25-2024 Approval of 2024-2025 Accounting Consultant, John Savash, second by Trustee D’Alba. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

**18. Resolution #27-2024 Approval of Purchase of Vacuum Leaf Machine**

**A Motion** was made by Trustee D’Alba to approve Resolution #27-2024 Purchase of Vacuum Leaf Machine, second by Trustee Cianfrini. Ayes: Trustee Igoe, Mullen, D’Alba, and Cianfrini. Carried

Having no further business to come before the Board, the meeting was adjourned 8:11 PM on **A Motion** by Trustee D’Alba

The next regular Board meeting will be held **Monday, July 8th**, at 6:30 PM at the Village Hall, 39 Main St..

Second by Trustee Igoe Ayes: Trustees Igoe, D’Alba, Cianfrini, and Mullen. Carried.

Respectfully Submitted,



Kimberly Staniszewski  
Clerk/Treasurer  
June 10th, 2024

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**June 10<sup>th</sup>, 2024**

**VILLAGE OF OAKFIELD  
GENESEE COUNTY, NEW YORK  
RESOLUTION #19-2024 AUTHORIZING SALARY INCREASES  
FOR VILLAGE EMPLOYEES FOR THE FISCAL BUDGET YEAR  
OF 2024-2025**

**WHEREAS**, Village of Oakfield Board of Trustees has the authority to authorize pay increases for Village Employees at their discretion and,

**WHEREAS**, The Board of Trustees authorized pay increases in the current fiscal budget year of 2024-2025 and,

**WHEREAS**, The Board of Trustees has recommended that the annual salaries of the following employees be increased and adjusted as follows: Clerk-Treasurer Staniszewski \$50,564; and DPW Supervisor Mikolajczyk \$60,819, and

**NOW THEREFORE BE IT RESOLVED** by the Village of Oakfield Board of Trustees, that the annual salaries be approved for the following Village of Oakfield Employees: Clerk-Treasurer Staniszewski \$50,564; and DPW Supervisor Mikolajczyk \$60,819, effective June 1, 2024, and

**BE IT FURTHER RESOLVED** that this resolution takes effect immediately following adoption of the Village Board of Trustees.

This Resolution was adopted by the Oakfield Village Board on June 10<sup>th</sup>, 2024

**Motion to adopt Resolution #19-2024 by Trustee Igoe**

**Seconded by Trustee Mullen**

**Ayes: Trustees Igoe, Cianfrini, Mullen, and D’Alba**

**Absent: None**

**Carried**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #19- 2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024 by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10th day of June, 2024.



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Kimberly Staniszewski  
Clerk-Treasurer

RESOLUTION # 20 -2024 - MODIFY 2023-2024 BUDGET –A/F/G

WHEREAS, the Village of Oakfield received ARPA monies and would like to spend a portion in the General Fund, Water Fund and Sewer Fund;

BE IT RESOLVED, the Mayor is hereby authorized to modify the 2023-2024 Budget in the following manner:

General Fund

A-510 Estimated Revenues

Sub Account A04089 Federal Aid, Other \$91,370.00

A-960 Appropriations

Sub Account A01620.200 Office Equipment	\$ 1,225.00
Sub Account A01440.400 Engineering	\$22,000.00
Sub Account A09901.900 Interfund Transfer –Water	\$59,955.00
Sub Account A09901.901 Interfund Transfer- Sewer	\$ 8,190.00

Water Fund

F-510 Estimated Revenues

Sub Account F05031.000 Interfund Transfers \$59,955.00

F-960 Appropriations

Sub Account F08340.401 Water Evaluation \$59,955.00

Sewer Fund

G-510 Estimated Revenues

Sub Account G05031.000 Interfund Transfers \$ 8,190.00

G-960 Appropriations

Sub Account G08130.460 Repairs/Maintenance \$ 8,190.00

**Motion to adopt Resolution #20 -2024 by Trustee Cianfrini**

**Seconded by Trustee D’Alba**

Ayes: Trustee Igoe, Cianfrini, Mullen, and D’Alba

Carried.

State of New York)

County of Genesee) Village of Oakfield) ss.

I, Kimberly Staniszewski, Village Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution # 20 -2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024 by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10th day of January, 2024.

*Kimberly Staniszewski*

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Kimberly Staniszewski, Clerk/Treasurer

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**June 10, 2024**

**VILLAGE OF OAKFIELD  
GENESEE COUNTY, NEW YORK**

**RESOLUTION #21-2024 AUTHORIZING PURCHASE OF  
Dell PowerEdge Server for Village Office**

Motion to Approve by Trustee Igoe

Purchase 1 Dell PowerEdge T360 Server for Village Office \$8,685.99

WHEREAS, the Village of Oakfield's Computer Server is in need of replacement due to its age, and

WHEREAS, the Village seeks to purchase a new Computer Server. Quotes were received with the recommendation the purchase of a Dell PowerEdge T360 Server from Hurricane Technology at a cost of \$8,686, and

NOW THEREFORE IT BE RESOLVED, the Board of Trustees hereby authorizes the purchase of a new Dell PowerEdge T360 Server from Hurricane Technology at a cost of \$8,686, and

BE IT FURTHER RESOLVED, the expenditure will be appropriated from the Office Expense Account A1620.200

This Resolution was adopted by the Oakfield Village Board on June 10<sup>th</sup>, 2024

Seconded by Trustee Mullen

Ayes: Trustees Igoe, Cianfrini, Mullen, and D'Alba

Absent: none

Carried

State of New York)

County of Genesee)

Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #21- 2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024 by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10th day of June, 2024.

*Kimberly Staniszewski*

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Kimberly Staniszewski, Clerk-Treasurer

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**June 10, 2024**

**VILLAGE OF OAKFIELD  
GENESEE COUNTY, NEW YORK**

**RESOLUTION #22-2024 AUTHORIZING PURCHASE OF  
Dell Optiplex Desktop Computer for Sewer Treatment Plant**

Motion to Approve Resolution #22-2024 by Trustee D'Alba

**WHEREAS**, the Sewer Treatment Plant Desktop Computer is in need of replacement due to its age, and

**WHEREAS**, the Village seeks to purchase a new Computer for the Sewer Treatment Plant. Quotes were received with the recommendation the purchase of a Dell Optiplex Desktop Computer for Sewer Treatment Plant \$1,414, and

**NOW THEREFORE IT BE RESOLVED**, the Board of Trustees hereby authorizes the purchase of a new Optiplex Desktop Computer for Sewer Treatment Plant from Hurricane Technology at a cost of \$1,414, and

**BE IT FURTHER RESOLVED**, the expenditure will be appropriated from the Sewer Office Software/Supplies Account G8110.400

This Resolution was adopted by the Oakfield Village Board on June 10<sup>th</sup>, 2024

**Seconded by Trustee Igoe**

**Ayes: Trustees Igoe, Cianfrini, Mullen, and D'Alba**

**Carried**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #22- 2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024 by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10th day of June, 2024.



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Kimberly Staniszewski  
Clerk-Treasurer

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**June 10, 2024**

**VILLAGE OF OAKFIELD  
GENESEE COUNTY, NEW YORK**

**RESOLUTION #23-2024 AUTHORIZING PURCHASE OF  
H12 Adjustable Camera for Sewer Line Inspections**

Motion to Approve Resolution #23-2024 by Trustee Cianfrini

**WHEREAS**, the Sewer Inspection Camera is in operatable and is in need of replacement, and

**WHEREAS**, the Village seeks to purchase a new Sewer Inspection Camera. Quotes were received with the recommendation the purchase of an H12 Adjustable Camera for Sewer Line Inspections form Pow-R Mole Trenchless Solutions at a cost of \$4,700, and

**NOW THEREFORE IT BE RESOLVED**, the Board of Trustees hereby authorizes the purchase of a new H12 Adjustable Camera for Sewer Line Inspections form Pow-R Mole Trenchless Solutions at a cost of \$4,700, and

**BE IT FURTHER RESOLVED**, the expenditure will be appropriated from the Sewer Equipment Account G8130.200

This Resolution was adopted by the Oakfield Village Board on June 10<sup>th</sup>, 2024

**Seconded by Trustee Mullen**

**Ayes: Trustees Igoe, Cianfrini, Mullen, and D’Alba**

**Carried**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #23- 2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024 by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10th day of June, 2024.



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Kimberly Staniszewski  
Clerk-Treasurer

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**June 10, 2024**

**VILLAGE OF OAKFIELD  
GENESEE COUNTY, NEW YORK**

**RESOLUTION #24-2024 AUTHORIZING PURCHASE OF  
AFC Semper RPM Impulse Kit Water Troubleshooting System**

Motion to Approve Resolution #24-2024 by Trustee D’Alba

**WHEREAS**, the Village of Oakfield is in need of a Water Troubleshooting System to pinpoint continual water usage and potential water leaks, and

**WHEREAS**, the Village seeks to purchase a Water Troubleshooting System. Quotes were received with the recommendation the purchase of an AFC Semper RPM Impulse Kit Water Troubleshooting System from EJ Prescott at a cost of \$11,790, and

**NOW THEREFORE IT BE RESOLVED**, the Board of Trustees hereby authorizes the purchase of a new AFC Semper RPM Impulse Kit Water Troubleshooting System from EJ Prescott at a cost of \$11,790, and

**BE IT FURTHER RESOLVED**, the expenditure will be appropriated from the Water Lines Expense Account F8340.400

This Resolution was adopted by the Oakfield Village Board on June 10<sup>th</sup>, 2024

**Seconded by Trustee Igoe**


**Ayes: Trustees Igoe, Cianfrini, Mullen, and D’Alba**

**Carried**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #24- 2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024 by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10th day of June, 2024.



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Kimberly Staniszewski  
Clerk-Treasurer

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**June 10, 2024**

**VILLAGE OF OAKFIELD  
RESOLUTION # 25-2024 - PROFESSIONAL SERVICES AGREEMENT  
JOHN A. SAVASH II D/B/A GOVERNMENT ACCOUNTING SERVICES**

**WHEREAS**, third-party accounting services are needed for the operation of the Village of Oakfield. This includes annual New York State Reporting of the Villages financial activity, capital improvement project accounting, and quarterly review of financial statement and bank reconciliations, and

**WHEREAS**, to mitigate risk it is important for the Village to have a non-affiliated 3<sup>rd</sup> party to provide the services as noted and to verify financial statements and bank reconciliations performed by the Village Clerk-Treasurer, and

**WHEREAS**, John A Savash, II d/b/a Government Accounting Services has provided the following proposal for services:

Task

Quarterly Review of Financial Statements and Bank Reconciliations  
Annual review of Financial Statements and assist Treasurer with any adjustments to be made  
Prepare the Annual Financial Report to fulfill the NYS Comptroller reporting requirements as required by law and be point of contact with the NYS Office of State Comptroller for such  
Provide assistance with any Capital Project Accounting  
Assist with question relating to Williamson Law Book and the new Accounting Program  
Provide assistance relating to Accounting that comes up thru the year

Fee & Term

Services will be provided from June 1, 2024 thru May 31, 2025 for a fee of \$7,000 if paid quarterly or a discounted fee of \$6,650 if paid in full

**WHEREAS**, said contract will be subject to review and amendment by all parties on May 31, 2025.

**NOW, THEREFORE, BE IT RESOLVED**, the Village Board hereby approves John A. Savash, II d/b/a Government Accounting Services to provide the above noted accounting services to the Village of Oakfield, and, be it further

**MOTION By Trustee Cianfrini  
SECONDED: By Trustee D’Alba  
Ayes: Trustee Igoe, Cianfrini, Mullen, and D’Alba  
Carried.**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly A Staniszewski, Village Clerk of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #25-2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024, by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10<sup>th</sup> day of June, 2024.



Kimberly Staniszewski, Clerk/Treasurer

**June 10, 2024**

**VILLAGE OF OAKFIELD  
GENESEE COUNTY, NEW YORK**

**RESOLUTION #27-2024 AUTHORIZING PURCHASE OF  
Vacuum Leaf Machine**

Motion to Approve Resolution #27-2024 by Trustee D’Alba

**WHEREAS**, the Village of Oakfield’s Vacuum Leaf Machine has reached the end of its useful life and parts are no longer available to repair the current machine, and

**WHEREAS**, the Village seeks to replace the current Vacuum Leaf Machine. A Quote was received with the recommendation the purchase of a Vacuum Leaf Machine at an approximate cost of \$85,000, and

**NOW THEREFORE IT BE RESOLVED**, the Board of Trustees hereby authorizes the purchase of a replacement Vacuum Leaf Machine pending updated quotes from 3 vendors at a cost to be determined pending quotes received, and

**BE IT FURTHER RESOLVED**, the expenditure will be appropriated from the Streets Equipment Lasting over 5 years Account A5110.200

This Resolution was adopted by the Oakfield Village Board on June 10<sup>th</sup>, 2024

**Seconded by Trustee Cianfrini  
Ayes: Trustees Igoe, Cianfrini, Mullen, and D’Alba  
Carried**

State of New York)  
County of Genesee)  
Village of Oakfield) ss.

I, Kimberly Staniszewski, Clerk-Treasurer of the Village of Oakfield in the County of Genesee, and State of New York, hereby certify that the foregoing Resolution #27- 2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of June, 2024 by the required necessary vote of the members to approve this Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Village of Oakfield, Genesee County, New York this 10th day of June, 2024.



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Kimberly Staniszewski  
Clerk-Treasurer