

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

December 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 Mark Masse. The following Trustees were present: John Igoe, John Mullen, Scott D’Alba, and Mayor Boyle. Absent: Michael Cianfrini

Also, Present: Clerk/Treasurer, Kim Staniszewski; DPW Supervisor, Tom Mikolajczyk; Fire Chief, Sean Downing, GCEDC, Mark Masse; CPL, Zach Anderson; Mountain Engineering, Steve Mountain.

PUBLIC HEARING:

PUBLIC COMMENT:

OLD BUSINESS:

- 1. GCEDC-Stamp Sewer Project Update**-Mark Masse, Zach Anderson from CPL, and Steve Mountain, Mountain Engineering provided the Board with the proposed route for the WNY Stamp Force Main to the Oakfield WWTP. The plan presented shows the 2 lines (a 4” and an 6”) coming in N Pearl Street from Maltby Road in the Town of Oakfield to Mill Street in the Village of Oakfield entering the WWTP from the Sewer Plant access road off of Mill Street. Mr. Mountain provided details on how the lines will be separate force mains and will not be part of the Village’s main sewer line for the residents. This will ensure flow rates can be monitored and adjusted at the sewer treatment plant. Equalization tanks will be installed at the WWTP.

Trustee Igoe: When is the planned ground breaking for this?

Mark Masse: Late Spring would be idea, would be around a 12 month construction project. Depending on State funding approval. Waiting for DEC to review and legal agreements with the Village need to be in place. Camden will be hired by STAMP to do the O&M on the lines. The location of the lines coming into WWTP and the Equalization Tank location were discussed with Camden as they run the Oakfield plant now.

Steve Mountain: The existing infrastructure on the Village Streets can be updated at the same time the 2 new force mains are installed. GCEDC is in agreement on assisting in this project.

Mayor Boyle: Is the Village Board accepting of the proposed route to the WWTP? This is an opportunity for the Village, especially with the potential of financial assistance from STAMP on updating our infrastructure on Village Streets impacted.

Trustee Igoe: How will the construction impede access for residents in that area? Has it been discussed on restrictions to be in place to assure the grey water coming into the WWTP is not septic when it arrives?

Zach Anderson: Construction will be during daylight hours. Any restrictions the Village board would like can be addressed in the contractor documents. The force main and flow of grey water at max build out

will arrive within 1 day. Aeration and EQ Tanks will be in place to help remove the chance of the grey water being septic at arrival to the plant.

Trustee Igoe: In agreement with the proposed route
Trustee D’Alba: In agreement with the proposed route
Trustee Mullen: In agreement with the proposed route
Mayor Boyle: In agreement with the proposed route

Mark Masse and Zach Anderson left the meeting.

- 2. STAMP/ GCEDC Agreement-** Mayor Boyle stated that the draft documents from the Attorneys were sent late in the afternoon (December 10, 2024). Steve Mountain said he had talked to the attorney on Friday, December 6th to discuss a tiered rate system. He would like a working meeting with the Board to go over the drafts. Mayor will set this up.

NEW BUSINESS:

- 1. Fire Chief/President Report-** Sean Downing provided a verbal report to the Board. Elections were held on Monday, December 2nd. Fire Chief, Sean Downing, President, Joel D’Alba. Sean will provide Assistant Chiefs to the board at the next meeting. FD received their grant funding from Hecate Energy Solar and has purchased a truck to assist in any emergency responses to that location or areas a fire truck cannot access. They will be purchasing a UTV and Trailer with the same funds. Hecate also provide excess grant money to take care of any maintenance on the vehicle. Sean indicated that the AFG grant is being applied for and that the FD is asking if the \$1,000 grant writer fee can be paid out of FD Budget funds with the Village.

A Motion was made by Trustee D’Alba to approve OFD Chiefs report for December 10th, 2024, second by Trustee Igoe, Ayes: Trustee Igoe, Mullen, and D’Alba. Absent: Trustee Cianfrini. Carried.

- 2. Zoning/Code Report-** Code Zoning Officer Morris provided a written report.

A Motion was made by Trustee Igoe to approve Zoning/Code report for December 10th, 2024, second by Trustee D’Alba, Ayes: Trustee Igoe, Mullen, and D’Alba. Absent: Trustee Cianfrini. Carried.

- 3. Approval of November 12th, 2024 Minutes**

A Motion was made by Trustee Igoe to approve the November 12th, 2024 Minutes, second by Trustee Mullen, Ayes: Trustee Igoe, Mullen, and D’Alba Absent: Trustee Cianfrini. Carried.

4. Approval of December 2024 Abstract/P.O.'s

12/10/2024 Abstract	
(A0) GENERAL FUND	\$23,730.11
(F0) WATER FUND	\$2,252.19
(G0) SEWER FUND	\$16,979.49
(H0) CAPITAL FUND	\$0.00
TOTAL	\$42,961.79
Check Numbers #1222-1253	
Void #	

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

- 5. DPW Report-** DPW Supervisor Mikolajczyk provided a written report to the Board.
- a. DPW assisted Town of Oakfield with Tree placement in Triangle Park
 - b. Started painting walls in 41 Main Street for new tenant
 - c. DPW Supervisor met with County officials regarding the new SCADA System that will be installed in the Spring. This will allow County to monitor water flow and pressure thru the County. There is no cost to the Village.
 - d. New Pressure Sensor Monitors will be installed on December 17th.

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

- 6. Clerk’s Report-Written Report** – Village Clerk-Treasurer Staniszewski provided a written report to the Board.
- a. Water Bills will be mailed at the end of December
 - b. The Village will be upgraded to the GOLD Certification reporting with NYS Retirement in January.
 - c. ARPA- Several items have been designated as an eligible purchase under the ARPA funding. PO’s have been issued and accepted.
 - d. New Furnace was installed at 37 Main Street with a Heat Pump

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

7. Trustee Report- Nothing to Report

8. Mayors Report- Village Christmas luncheon, Friday, December 20th at 11:30am

9. Resolution #34-2024- Approval of Deputy Clerk-Treasurer Houseknecht

A Motion was made by Trustee Igoe to approve Greg Houseknecht as Deputy Clerk-Treasurer second by Trustee D’Alba. Ayes: Trustee Igoe, Mullen, and D’Alba. Absent: Trustee Cianfrini. Carried.

10. Resolution #36-2024- 2024 ARPA Motion to Approve Use of Funds

A Motion was made by Trustee Mullen to approve use of ARPA Funds for noted purchase of office equipment, software, office building maintenance, and Water and Sewer equipment, second by Trustee D’Alba. Ayes: Trustee Igoe, Mullen, and D’Alba. Absent: Trustee Cianfrini. Carried.

11. Approval of Snow Removal Agreement

A Motion was made by Trustee Mullen to approve the Snow Removal Agreement for the period of June 1, 2024- May 31, 2025 with Town of Oakfield, second by Trustee D’Alba. Ayes: Trustee Mullen, and D’Alba. Opposed: Trustee Igoe. Absent: Trustee Cianfrini. Carried.

12. Appointment of Jim Klos to Planning Board -5 Year Term

A Motion was made by Trustee Mullen to approve the Jim Klos as a Member of the Village of Oakfield Planning Board for a term of 5 years, second by Trustee D’Alba. Ayes: Trustee Mullen, Igoe, and D’Alba. Absent: Trustee Cianfrini. Carried.

13. Appointment of Denise DiMatteo to Planning Board- 5 Year Term

A Motion was made by Trustee Igoe to approve the Denise DiMatteo as a Member of the Village of Oakfield Planning Board for a term of 5 years, second by Trustee Mullen. Ayes: Trustee Mullen, Igoe, and D’Alba. Absent: Trustee Cianfrini. Carried.

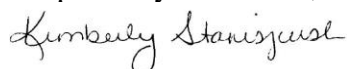
14. Adjournment

Having no further business to come before the Board, the meeting was adjourned 7:41 PM on **A Motion** by Trustee Mullen

The next regular Board meeting will be held **Monday, January 13th**, at 6:30 PM at the Village Hall, 39 Main St..

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

Respectfully Submitted,



Kimberly Staniszewski

Clerk/Treasurer

December 10th, 2024

December 10, 2024

**Village of Oakfield
Genesee County, New York**

RESOLUTION # 34-2024: A RESOLUTION APPOINTING PART-TIME DEPUTY CLERK-TREASURER

THE VILLAGE BOARD OF THE VILLAGE OF OAKFIELD, GENESEE COUNTY, NEW YORK RESOLVES AS FOLLOWS:

WHEREAS, the Village Office is in need to hire a Part-Time Deputy Clerk-Treasurer; and

WHEREAS, the position of Deputy Clerk-Treasurer was vacated due to resignation of Brenda Brownlie, and

WHEREAS, Village of Oakfield, provides for the designation and appointment of Deputy Clerk-Treasurer for the Village of Oakfield by a majority vote of the Oakfield Village Board, and

NOW, THEREFORE, BE IT RESOLVED, that the Oakfield Village Board designates and appoints Greg Houseknecht as Part-Time Deputy Clerk-Treasurer for the Village of Oakfield, classified and graded as the Part-Time Deputy Clerk-Treasurer for the Village of Oakfield at the annual salary of \$19,760.00, effective December 10,2024 ; and

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

This Resolution was adopted by the Oakfield Village Board on December 10, 2024.

Motion to adopt Resolution #34-2024 by Trustee Igoe

Seconded by Trustee D’Alba

Ayes: Trustees Igoe, D’Alba, Mullen

Nays: None

Absent: Trustee Cianfrini

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 #34-2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of December, 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 December, 2024



Kimberly Staniszewski
Clerk-Treasurer

RESOLUTION # 36 -2024 - MODIFY 2024-2025 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 2024-2025 Budget in the following manner:

General Fund

A-510 Estimated Revenues

Sub Account A4089 Federal Aid, Other \$64,282.00

A-960 Appropriations

Sub Account A1620.200 Office Equipment \$ 5,527.00

Sub Account A1162.210 Office Building \$32,165.00

Sub Account A5110.200 Streets Equipment \$ 2,700.00

Sub Account A9901.900 Interfund Transfer-Water \$ 9,942.00

Sub Account A9901.901 Interfund Transfer- Sewer \$13,948.00

Water Fund

F-510 Estimated Revenues

Sub Account F5031.000 Interfund Transfers \$ 9,942.00

F-960 Appropriations

Sub Account F8310.400 Office Software \$ 9,942.00

Sewer Fund

G-510 Estimated Revenues

Sub Account G5031.000 Interfund Transfers \$13,948.00

G-960 Appropriations

Sub Account G8130.460 Repairs/Maintenance \$ 5,400.00

Sub Account G8130.200 WWTP Equipment \$ 7,526.00

Sub Account G8110.400 Office Software \$ 1,022.00

Motion to adopt Resolution #36 -2024 by Trustee Mullen

Seconded by Trustee D’Alba

Ayes: Trustee Igoe, Mullen, and D’Alba

Absent: Trustee Cianfrini

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 # 36 -2024 was duly adopted at a meeting of the Village Board of the Village of Oakfield held on the 10th day of December, 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 December, 2024.



Kimberly Staniszewski, Clerk/Treasurer