

Youth court induction list for May 5th

Zoe Aylsworth
Elise Brady
Annika Beck
Joshua Devaprasad
Gianna Gioia
Kara Gioia
Anneliese Henrich
William Roberts
Bowen Slotman
Elise Witzleben

WHEREAS, the Town IT Department desires to enter into a contract for a comprehensive cybersecurity risk & vulnerability assessment; and

WHEREAS, the opening of sealed bids took place on Monday, May 1, 2021 in the Town Municipal Center at 2:00 PM (local time), and

WHEREAS, Deputy Town Clerk Jennifer Brady and IT Director Paul Pepero were present at the bid opening,

NOW, THEREFORE, be it

RESOLVED, that the 2021 contract for a comprehensive cybersecurity risk & vulnerability assessment is awarded to the low bidder Global Security IQ, 1576 Sweethome Rd., Suite 218, Amherst, NY 14228 in an amount not to exceed \$29,875.00.



TOWN OF ORCHARD PARK

ENGINEERING DEPARTMENT

S 4295 South Buffalo Street Orchard Park, New York 14127-2609

Phone: (716) 662-6425
Fax: (716) 662-6488
Email: openg@orchardparkny.org

TOWN ENGINEER
WAYNE L. BIELER, P.E.

May 4, 2021

Honorable Town Board
Town of Orchard Park
4295 South Buffalo Street
Orchard Park, New York 14127

**Re: 2021 Summer Help
Engineering Department**

Dear Board Members:

Funds have been allocated in the 2021 budget for seasonal help in the Engineering Department. With the current work load of the Engineering Department and the recent loss of Garrett Chilson and soon Craig Wilson, I am recommending Sarah Wierzba.

Sarah is completing her third year at the University of Buffalo in Civil Engineering and is scheduled to graduate in the spring of 2022.

I, therefore, recommend that you approve Sarah Wierzba,
to a seasonal position in the Engineering Department for a
fifteen-week period beginning May 17, 2021 at a wage rate of \$14.50 per hour.

Respectfully submitted,

Wayne L. Bieler, P.E., CFM
Town Engineer

cc: Town Clerk
Dawn Whalend, Payroll
Sarah Wierzba
File

TC

WHEREAS, Gregory Sheppard was promoted to the position of Patrol Captain, (provisionally) on February 1, 2020 and on April 14/2021 Captain Sheppard received notification from Erie County Department of Personnel that he passed exam #75-828, Police Captain-Second Line supervisor.

NOW, THEREFORE be it

RESOLVED, that the Town Board does authorize the appointment of Gregory Sheppard to the position of Patrol Captain (Permanent), to be effective April 14, 2021.

WHEREAS, Marie Falzone is currently employed as a Clerk to the Town Justice; and

WHEREAS, Marie Falzone began her employment in the Orchard Park Court System on March 6, 2017; and

WHEREAS, Marie has been a dedicated and efficient employee; and

WHEREAS, upon the recommendation of Town Justice Edward Pace she will be promoted to Senior Clerk to the Town Justice with an increase of \$1.36 an hour; and

WHEREAS, Marie will be eligible for performance increases after her appointment takes affect

NOW THEREFORE be it

RESOLVED that Marie Falzone shall be promoted to the position of Senior Clerk to the Town Justice with an increase of \$1.36 per hour and be eligible for performance increases after her appointment, and

FURTHER be it RESOLVED

That her appointment is effective January 1, 2022.

RESOLUTION

WHEREAS, the Town of Orchard Park has a desire to retain experienced and well qualified personnel, and

WHEREAS, John Wittman has worked full-time for the Town of Orchard Park for the past six (6) years as Code Enforcement Officer I, and

WHEREAS, upon recommendation of Building Inspector Steven Bremer the Orchard Park Town Board wishes to promote John Wittman to the position of Code Enforcement Officer II hereby,

NOW, THEREFORE, BE IT RESOLVED that:

- 1) The Town of Orchard Park hereby promotes John Wittman to the position of Code Enforcement Officer II, and
- 2) Mr. Wittman is assessed a pay range of 0011 step B as per Appendix "F" – 2019 Salary Schedule, and
- 3) Mr. Wittman's effective date will be May 3rd 2021, and
- 4) Mr. Wittman will have the formal title of Code Enforcement Officer II.



TOWN OF ORCHARD PARK

S.4295 SOUTH BUFFALO STREET
ORCHARD PARK, NEW YORK

MEMORANDUM

FROM: Wayne L. Bieler, P.E., CFM Town Engineer

DATE: April 29, 2021

TO: Honorable Town Board

SUBJECT: Animal Control Renovation – Budget Shortfall

The Engineering Department is in the final stages of closing out the Animal Control Renovation Project. As you are aware, per capital project meeting, this capital account for the "Animal Control Renovations Project" AB010 currently has a shortfall balance of \$885.00. This project is 100% complete, inspected, approved and operational. The construction and closeout paperwork was reviewed and approved by NYS, which released grant funds already received by the Town.

This project consisted of four major financial components:

- | | |
|---|-----------------------|
| • Professional Services – Bammel Arch. (Design & Const. Doc.) | \$18,042.00 |
| • General Construction Services – Telco Const. | \$188,953.00 |
| • Security Services – Linstar Corp. | \$12,000.00 |
| • TOTAL PAID TO DATE: | (\$218,995.00) |
|
 | |
| • Grant Funds Received From NYS. | \$100,575.00 |

Given the fact that this project is 100% complete, the capital account should now be closed to clarify ledgers and spotlight funding for other projects. Besides the \$885.00 construction cost deficit, the architect is also claiming additional construction services for a fee not to exceed \$2,000.00. This additional fee is still being evaluated and negotiated between both parties. I, therefore, recommend a budget transfer from AB007 "OP Municipal Building" to AB010 "Animal Control" in an amount not to exceed \$2,885.00. I also recommend the closure of capital account AB010 "Animal Control" once the final bill with Bammel Architects is finalized and expended.

Please advise if any further information is needed on this topic.

cc: Timothy Gallagher, Town Attorney
Tricia Jurek, Accounting
Nicole Ruf, Drescher & Malecki
File #2019-009



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TOWN ENGINEER
WAYNE L. BIELER, P.E.

May 4, 2021

Honorable Town Board
Town of Orchard Park
4295 South Buffalo Street
Orchard Park, New York 14127

**Re: Advertisement for 2021 Summer Help
Sewer & Lighting Department**

Dear Board Members:

Funds have been allocated in the 2021 budget for seasonal help in the Sewer & Lighting Department.

I, therefore, recommend that you authorize to advertise in the Orchard Park Bee for two seasonal employees for a fifteen-week period at a wage rate of \$12.50-\$16.00/hr.

Respectfully submitted,

Wayne L. Bieler, P.E., CFM
Town Engineer

cc: Remy Orrfeo, Town Clerk
Dawn Whalen, Payroll
File



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May 4, 2021

Honorable Town Board
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Orchard Park, New York 14127

**Re: Advertisement for 2021 Summer Help
Engineering Department**

Dear Board Members:

Funds have been allocated in the 2021 budget for seasonal help in the Engineering Department.

I, therefore, recommend that you authorize to advertise in the Orchard Park Bee for one seasonal employee for a fifteen-week period in the Engineering Department at a starting wage rate range of \$12.50 to \$16.00 per hour depending on experience.

Respectfully submitted,

Wayne L. Bieler, P.E., CFM
Town Engineer

cc: Remy Orffeo, Town Clerk
Dawn Whalen, Payroll
File



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May 4, 2021

Honorable Town Board
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4295 South Buffalo
Orchard Park, New York 14127

**Re: EUCI – Two Day Course
Fundamentals of Cost of Service and Rate Design for Water Utilities**

Dear Board Members:

EUCI is holding an on-line course of the above title on May 17th from 9am-4pm and May 18th from 9am-12pm. This is an introductory course that will cover valuable tools on obtaining buy-in or "selling the need for a revenue increase using real world examples. With the district consolidation ongoing, the Town would benefit from the on-line course.

Attached, please find the Agenda for the two day course which explains in further detail the topics that will be covered. The cost for the training is \$1,195.00.

I, therefore, recommend the Town Board to authorize the Engineering Department for Drainage Sewer, Water & Lighting Districts attend this on-line course, Fundamentals of Cost of Service and Rate Design for Water Utilities in the amount of \$1,195.00.

Respectfully submitted,

Wayne L. Bieler, P.E., CFM
Town Engineer

Attachments

Cc: Remy Orffeo, Town Clerk
Andy Slotman, General Crew Chief

Visit the Town's website at www.orchardparkny.org



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May 4, 2021

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4295 S. Buffalo Street
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**Re: Award – Sanitary Sewer Spot Repair
Time and Material Contract
For Work Order #2, Cured-In-Place Pipe lining Contract**

Dear Board Members:

During the work under the Cured-In-Place Pipe (CIPP) Rehabilitation Contract by United Survey Inc., a segment of the sanitary sewer mainline along California Road was found to have a sag in it, which must be repaired. This work does not fall under the scope of work of the CIPP Contract with United Survey Inc. O.P. Sewer, Water & Lighting does not have the manpower to complete the work. Therefore, NC Contracting Site Contractor, Inc. was solicited for a quote to make the needed spot repair of the sewer main in question, and work with the Sewer, Water & Lighting Department. The Sewer, Water & Lighting Department will perform the associated pavement and tuff restoration as weather permits.

There is presently funding for the project, in capital account G0007, Sanitary Sewer Videoing and Relining in the amount of \$1,908,525.00. This allowed the Town to award \$500,000 in CIPP rehabilitation work order #1 & #2 as needed. Purchase Orders are being used as directed for spot repairs T&M work. The current contract expenditures under the CIPP Contract are \$270,999.20, roughly 50% of the authorized original 1st rehabilitation contract amount.

I, therefore, recommend that you award the P.O. Time and Material contract to repair the segment of sanitary sewer mainline along California Road to NC Contracting Site Contractor, Inc., 151 South Avenue, West Seneca, New York 14224 for a total amount not to exceed \$9,500.00.

Respectfully submitted,

Wayne L. Bieler, P.E., CFM
Town Engineer

Attachment

Cc: Remy Orffeo, Town Clerk, Tom Malecki, Drescher & Malecki
Timothy Gallagher, Town Attorney, Andy Slotman, General Crew Chief File
#2020.014 **Visit the Town's website at www.orchardparkny.org**

PARKS & GROUNDS AGREEMENT

The Town of Orchard Park, with offices at S4295 South Buffalo Street, Orchard Park, New York (hereinafter the "Town") and the Orchard Park Little League with offices at PO Box 201 OP, NY 14217 Orchard Park, New York (hereinafter the "Licensee") hereby enter the following Agreement for the use of the Brush Mountain Park Concession/Restroom Facility (hereinafter the "facility") and playing field (hereinafter the "field"):

1. Licensee must complete a facility use permit requesting the use of the facility and field use permit for the use of the field.
2. Facility and field use permits need to be renewed annually.
3. An appropriate Insurance Certificate approved by the Town Attorney shall be provided with each of the facility permit and field permit.
4. Keys to the facility shall not be issued without a facility use permit.
5. The Town shall be provided a list of all individuals provided with keys to the facility.
6. The Licensee shall be responsible for any damage to the facility and/or field during the hours of operation by the Licensee.
7. The Licensee is responsible for obtaining any other permits necessary to operate the concession stand at the facility.
8. Food shall not be prepared inside any structure at the facility.
9. No alcoholic beverages shall be allowed in the building at the facility.
10. The facility shall only be opened while the park is open.
11. Cars shall park at the facility building for unloading of supplies only.
12. No gasoline or power equipment shall be stored in the facility building.
13. Storage sections of the facility building may be shared with other Licensees.
14. No permanent signs shall be attached to the facility building.
15. The Town shall not be responsible for items stored by the Licensee using the facility building.
16. Licensee shall leave the Concession area clean and free of wood waste during the hours of operation.
17. The Licensee shall clean the bathrooms and refill the toilet paper and soap dispensers during the hours that the Licensee uses the facility. Failure to have the restrooms clean for the next Licensee may result in cancellation of the Lease.
18. Licensee shall remove litter and empty waste containers from an area within 100 feet of the facility building during the hours of operation, and prior to leaving the site for the day.

19. The gate shall be kept locked when not in use by the Licensee.
20. The Orchard Park Town Highway Department shall maintain the park grounds and the playing fields.
21. The park shall close and field lights shall not be operated after 11:00 p.m.
22. This Agreement shall be effective for one year beginning on the 15th day of May, 2021 and ending on the 30 day of September 2021.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals:

TOWN OF ORCHARD PARK

By: _____
Joseph Liberti, Deputy Supervisor

LICENSEE

By: Joseph Stallone