

RESOLVED, that the Orchard Park Town Board does hereby reappoint James Rykowski of Orchard Park to the Board of Assessment Review with a term to expire September 30, 2026.

RESOLVED, that James Opoka is appointed to the position of part-time seasonal non-union employee at the compost center. His start date is effective as of June 2, 2022 with an hourly rate of \$19.00.

TC

**Town of Orchard Park
Recreation, Parks, and Forestry Department**

4520 California Rd

Orchard Park NY 14127

leake@orchardparkny.org (716) 662-6450 ext.1

6/1/22

To: Town Board

From: Ed Leak

Director of Recreation

Item 1: Appt. to the staff of the Town of Orchard Park Recreation and Parks Department PT for 2022, effective 6/3/22

Max Anderson ✓	\$16.75 ✓
Natalia Behlok ✓	\$16.00 ✓
Katelyn Dyson ✓	\$16.00 ✓
Catherine Finn ✓	\$15.00 ✓
James Gardner ✓	\$15.00 ✓
Milani Hubman ✓	\$15.00 ✓
Emma Hughes ✓	\$15.00 ✓
Caitlin Kubera ✓	\$15.00 ✓
Michael Kubera ✓	\$15.50 ✓
Sophie McGrath ✓	\$15.00 ✓
Scout Moskal ✓	\$15.00 ✓
Jax Myers ✓	\$15.00 ✓
Mark Nemecek ✓	\$16.50 ✓
Brody Stevens ✓	\$15.00 ✓
Raegan Van Pelt ✓	\$15.00 ✓
Alex Vendura ✓	\$16.00 ✓
Trevor Wollen ✓	\$15.00 ✓

Note: The above appointment is dependent upon the applicant providing the required certifications.

*Att=Attendant

*LG= Lifeguard

Recreation Director: Ed Leak

Assistant Recreation Director: Kristin Santillo

TC

WHEREAS, the employment classification of maintenance employees Jacob Simonsen, Alexander Melendez and Gary Fisher are currently part-time laborers; and

WHEREAS, it would be more efficient for them to be classified as seasonal maintenance; and

WHEREAS, the Head of the Maintenance Department recommends they be reclassified from part-time laborer to seasonal maintenance worker,

NOW, therefore, be it

RESOLVED, that upon the recommendation of the Head of Maintenance, the employment classification of maintenance employees Jacob Simonsen, Alexander Melendez and Gary Fisher are changed from part-time laborer to seasonal maintenance laborer, non-union hourly employee, group 9, at a rate of \$14.60 per hour, effective June 1, 2022.

TC

WHEREAS, Section 12-3 of the Town of Orchard Park Code requires that all elected officials, all members of certain boards and committees and all department managers file financial disclosure forms on an annual basis and,

WHEREAS, the Orchard Park Town Board recognizes the importance of these disclosures as insuring the transparent decision making process and insuring the trust in the residents of the Town of Orchard Park with their Town Government and,

WHEREAS, the original due date for the disclosure forms for 2022 was March 1, 2022 and was extended by this Board until April 1, 2022, and

WHEREAS, some disclosure forms have not yet been provided as of June 1, 2022; and

WHEREAS, the Orchard Park Town Board and the Ethics Board believe that there is insufficient time for timely and accurate completion of these forms.

NOW THEREFORE be it,

RESOLVED, that the Orchard Park Town Board hereby agrees to change the due date for the Financial Disclosure Forms in the year 2022 from April 1, 2022 to June 30, 2022.



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 31, 2022

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

**Re: Promotional Appointment to Position
of Assistant Civil Engineer
Engineering Department**

Dear Board Members:

As discussed, to maintain and retain an experienced work force, filling vacancies and promotions are necessary in the Engineering Department. The Town Orchard Park has time and expenses in developing and training employee's necessary experiences with Town of Orchard Park infrastructure, specifications, standards and procedures.

Erie County Department of Personnel has to be called for the New York State Department of Civil Service to call for a promotional test for the Town of Orchard Park, as approved based on job classifications and duties but is currently vacant.

Distinguishing features of the class Assistant Civil Engineer includes: responsible direction and control of subordinates employees. This involves the assignments of work, approval of work, training, evaluation and discipline of employees. The supervisor aspects must be an integral part of the job, not incidental or occasional. Also performs engineering duties and liaison work in connection with the design, construction and maintenance of Town projects; oversees field surveys to obtain data for projects and programs; oversees the obtaining of property line data by survey for survey and deed descriptions use; computes engineering data either manually or through the use of computer; prepares engineering drawings for projects connected with Town plans and projects from surveys either manually or with CADD, or other computer programs; coordinates of construction crews; assists in designing bridges, sewage systems, water systems, drainage systems, highways and other Town projects; draws plans and specifications; makes inspections of projects under construction for conformance to plans and standards; assist with reports by compilation of data and providing preliminary drafts; inspects construction projects.

I am pleased to inform you that after posting, I receiving three emails showing interest in the title. After interviewing the three candidates responding to the advertisement postings, I have concluded that the best-qualified individual for the position is Jordan Kellerman. Mr. Kellerman has an A.A.S. in Construction Management from Erie Community College and has worked assisting the Engineering Department in survey work and construction inspection in the past. Jordan has accepted the challenge of construction inspection duties and responsibilities with enthusiasm and has performed his assignments with diligence and effectiveness.

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

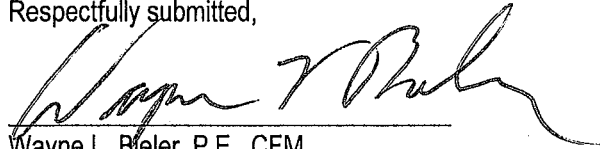
May 31, 2022
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Mr. Kellerman was promoted to Senior Engineer Assistant on August 6, 2013 and promoted to Principal Senior Engineer Assistant on October 20, 2021. Again, Mr. Kellerman accepted all challenges of the Principal Engineering Assistant title. With both the Engineering and the Sewer Water & Lighting Department, Jordan has proven to be a dedicated and dependable employee.

Funding for the Assistant Civil Engineer position is available in the Engineering Department budget. Per the 2022 white collar union contract, Jordan Kellerman, Assistant Civil Engineer level 0013 Range E wage of \$37.42/hr. is accepted, which was two steps above his current salary.

I, therefore, recommend that you appoint Mr. Jordan Kellerman, the promotional position of Assistant Civil Engineer in the Orchard Park Engineering Department at Level 0013, Range E of the union wage rate schedule, effective June 6, 2022 pending meeting Civil Service rules and regulations.

Respectfully submitted,



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

cc: Remy Orffeo, Town Clerk
Lisa McClean, Payroll
Nichole Ruf, Drescher & Malecki, LLP
Jordan Kellerman
File



TOWN OF ORCHARD PARK

ENGINEERING DEPARTMENT

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

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TOWN ENGINEER
WAYNE L. BIELER, P.E.

May 31, 2022

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

**Re: Sheffer Farms Estates Subdivision
PIP # 2020-03
Traffic Orders**

Dear Board Members:

The Police Chief, Highway Superintendent and I have reviewed the street layout for the above referenced subdivision.

With the dedication of the Sheffer Farms Estates Subdivision, I hereby recommend that you adopt the following traffic orders:

- Authorize the posting of a **STOP SIGNS** on Bentley Drive at both intersections of California Road (see attached map).

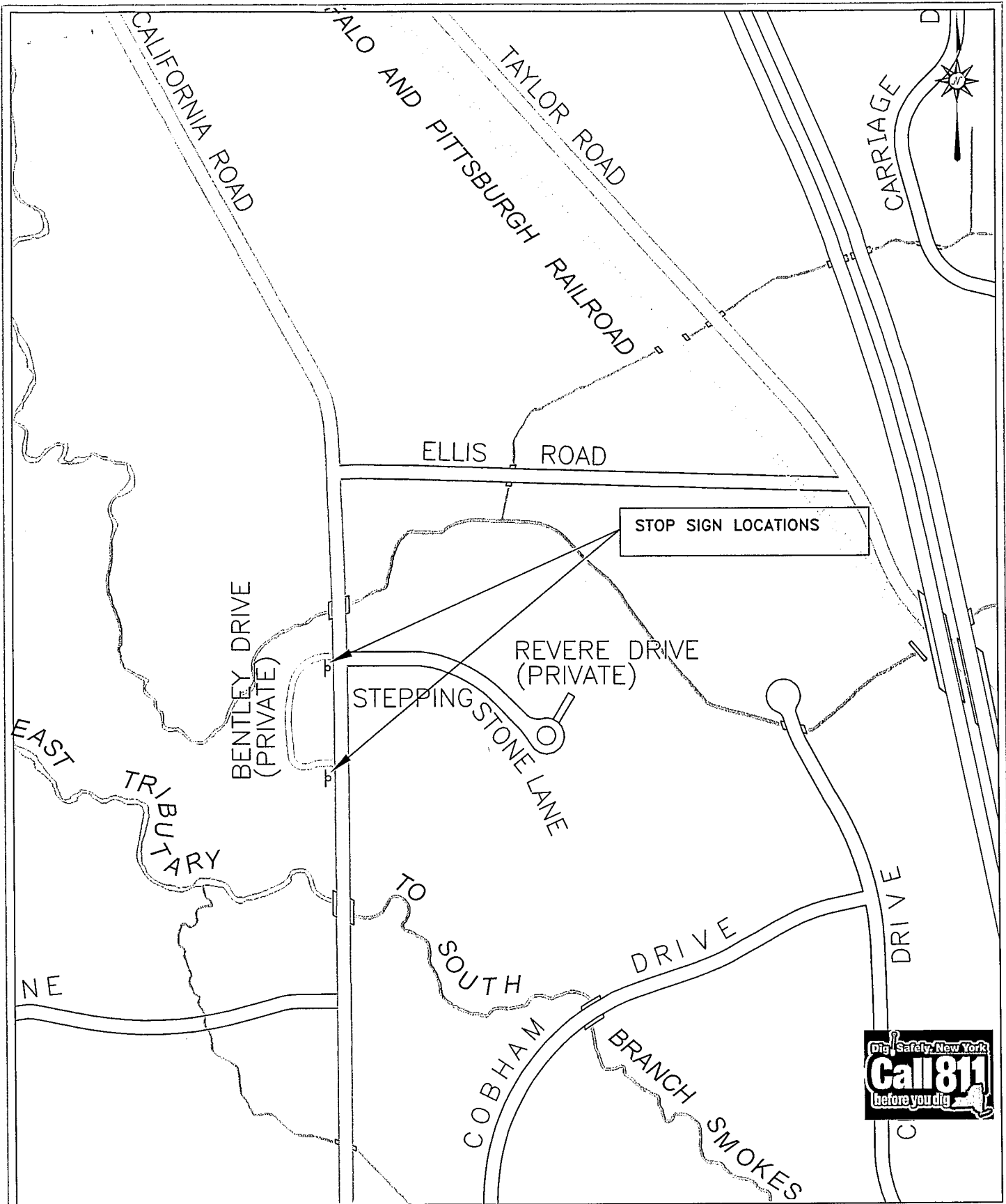
Respectfully submitted,

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

Attachment

cc: Remy Orfeo, Town Clerk
Timothy Gallagher, Town Attorney
Patrick Fitzgerald, Police Chief
Andy Slotman, Highway Superintendent
File #2015.017.1

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



TOWN OF ORCHARD PARK  ENGINEERING DEPARTMENT		TITLE LOCATION MAP STOP SIGN LOCATIONS BENTLEY DRIVE		
		NAME OF KWK	DATE 5/31/22	SCALE N.T.S.
S. 4295 SOUTH BUFFALO STREET ORCHARD PARK, NEW YORK 14127		CHECKED BY WLB	DATE 5/31/22	NUMBER SHEETS 1

TC

RESOLVED, that the Orchard Park Town Board does hereby authorize the Supervisor to execute the proposed Erie County 2022 – 2025 Intermunicipal Snow Removal and Ice Control Agreement, as recommended by the Highway Superintendent.

JK

WHEREAS, repairs to the sanitary sewer main on Webster Road is in need of repair; and

WHEREAS, Fairway Contracting is lowest Time and Material responsible bidder; and

WHEREAS, Fairway Contracting is available within the timeframe that is convenient for the Town Highway Department

RESOLVED, that the Orchard Park Town Board, upon the recommendation of the Highway Superintendent, authorizes a Time and Material Contract with Fairway Contracting