

**VILLAGE OF LANCASTER
BOARD MEETING**

A G E N D A

- X 1. PLEDGE TO THE FLAG
- X 2. ROLL CALL
- X 3. MINUTES OF MEETINGS DATED: March 24 (regular meeting)
- X 4. ABSTRACT OF AUDITED VOUCHERS
- X 5. LISTED CORRESPONDENCE
- X 6. RESOLUTIONS
- X 7. AUDIENCE PARTICIPATION
- X 8. COMMITTEE REPORTS – FOLLOW UP
- X 9. DEPARTMENT HEAD REPORTS
- X 10. HEARINGS 7:15 p.m. – Tentative Budget 2025-2026 Fiscal Year
- X 11. MISCELLANEOUS
- X 12. ADJOURNMENT

NEXT SCHEDULED REGULAR MEETING

MONDAY, APRIL 28, 2025

**VILLAGE OF LANCASTER
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that the Board of Trustees of the Village of Lancaster passed a resolution at their March 10, 2025 Village Board meeting to conduct a Public Hearing on Monday, April 14, 2025 at 7:15 p.m. in the Council Chambers of the Municipal Building, 5423 Broadway, Lancaster, New York 14086, to consider the adoption of the proposed budget for the Village of Lancaster for fiscal year beginning June 1, 2025 and ending May 31, 2026.

The tentative budget was presented to the Village of Lancaster Board of Trustees on March 24, 2025, and a copy of said tentative budget is filed at the office of the Village Clerk-Treasurer and available on the Village website where it may be inspected by any interested person.

The annual compensation proposed to be paid to the Village Justice and each member of the Board of Trustees is as follows: Village Justice - \$19,380.00; Mayor - \$13,160.00; Deputy Mayor - \$1,800.00; and Trustee - \$10,100.00.

At said hearing, all persons so desiring shall have the opportunity to be heard.

Michael E. Stegmeier
Village Clerk-Treasurer

The regular meeting of the Village of Lancaster Board of Trustees was held in the Municipal Building Council Chambers, 5423 Broadway, Lancaster NY, on Monday, March 24, 2025, at 7:00 P.M.

Lorraine and Gary Bona led the pledge to the flag.

MEETINGS TO DATE **28**
NO. OF REGULARS **23**
NO. OF SPECIALS **5**

Attendance:		<u>Attended / Absent</u>
Lynne T. Ruda	Mayor	26 / 2
Cynthia A. Maciejewski	Trustee/ Deputy Mayor	27 / 1
Tammie E. Malone Schaefer	Trustee	28 / 0
John Mikoley	Trustee	26 / 2
William C. Schroeder	Trustee	24 / 2

Also Present:

Deirdre A. Miller	Trustee – Elect
Gavin J. O'Brien	Trustee – Elect
Arthur A. Herdzik	Village Attorney
Mark Aquino	Deputy Village Attorney / Village Prosecutor
Paul T. Bumbalo	Village Justice
Ryan E. Hadsall	Acting Village Justice
Jordan Siuda	Clerk to the Village Justice
Michael E. Stegmeier	Clerk-Treasurer
Ashley Debbins	Deputy Treasurer
Eric Feldmann	Fire Chief
Amy Stypa	Sustainability & Community Climate Energy Coordinator
Sherry Campbell	Historic Preservation Commission Member
Nancy Stonebraker	Historic Preservation Commission Member
Matthew Fischione	Town of Lancaster Supervising Code Enforcement Officer
Captain Jeff Smith	Town of Lancaster Police Department

ACCEPTANCE OF MINUTES

Motion by **Trustee Mikoley** and seconded by **Trustee Maciejewski** to accept the minutes of the March 10, 2025, regular meeting.

Adopted Resolution: **474** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

Motion by **Trustee Maciejewski** and seconded by **Trustee Malone Schaefer** to accept the minutes of the March 19, 2025, special meeting.

Adopted Resolution: **475** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee Schroeder and seconded by Trustee Mikoley that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 3/11/2025 to 3/24/2025.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 63 claims were approved, and that all claims were paid against the:

GENERAL FUND -----in the amount of	\$	163,971.90
SEWER FUND -----in the amount of	\$	9,926.67
TRUST FUND -----in the amount of	\$	1,792.75
CAPITAL FUND -----in the amount of	\$	--
EQUIPMENT RESERVE -----in the amount of	\$	--
COMMUNITY DEVELOPMENT -----in the amount of	\$	--
SPECIAL REPAIR RESERVE FUND -----in the amount of	\$	--
For the period from	2/25/2025	To 3/10/2025

Claims that were processed and paid are identified by the following check numbers:

General Fund checks # 92715 through # 92759
 Sewer Fund checks # 12233 through # 12237
 Trust Fund checks # 2601 through # 2602

Adopted Resolution: **476** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

CORRESPONDENCE:

- 1) Correspondence from the Town of Lancaster Building Department providing a report of building permit applications, inspections, and open complaints that were filed for properties within the Village of Lancaster from February 27, 2025 – March 14, 2025.

Motion by Trustee Mikoley and seconded by Trustee Malone Schaefer to receive and file this correspondence.

Adopted Resolution: **477** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

- 2) Correspondence from Julie Curtis / Lancaster Beautification Committee providing a Special Events Application for its Spring Clean Up, Weeding, and Planting event in April & May 2025 in the Central Business District.

Motion by Trustee Malone Schaefer and seconded by Trustee Schroeder to refer this Special Events Application to the Community Events Committee.

Adopted Resolution: **478** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

- 3) Correspondence from Julie Curtis / Lancaster Beautification Committee providing a Special Events Application for its Fall Clean Up event on October 31 & November 1, 2025 in the Central Business District.

Motion by **Trustee Malone Schaefer** and seconded by **Trustee Schroeder** to refer this Special Events Application to the Community Events Committee.

Adopted Resolution: **479** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

- 4) Correspondence from Lancaster Village Merchants Association providing a Special Events Application for its Lancaster Live Concert Series from May to August 2025 on West Main Street.

Motion by **Trustee Malone Schaefer** and seconded by **Trustee Schroeder** to refer this Special Events Application to the Community Events Committee.

Adopted Resolution: **480** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

- 5) Correspondence from Lancaster Fire Department Protective Hose Company providing a Special Events Application for its Drive Through Chicken BBQ event in the Municipal Building parking lot on May 4, 2025.

Motion by **Trustee Schroeder** and seconded by **Trustee Malone Schaefer** to approve this Special Events Application as presented.

Adopted Resolution: **481** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

- 6) Correspondence from Papi Grandes providing a Special Events Application for its Cinco de Mayo Street Fiesta event at 20 West Main Street on May 4 & 5, 2025.

Motion by **Trustee Malone Schaefer** and seconded by **Trustee Maciejewski** to refer this Special Events Application to the Community Events Committee.

Adopted Resolution: **482** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

RESOLUTIONS:

Motion by **Trustee Mikoley** and seconded by **Trustee Schroeder** to approve the Arbor Day proclamation to designate Friday, April 25, 2025 as Arbor Day in the Village of Lancaster.

Adopted Resolution: **483** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

Motion by **Trustee Schroeder** and seconded by **Trustee Mikoley** to accept the tentative budget for the 2025-2026 fiscal year as filed in the Village Clerk-Treasurer's office on March 20, 2025.

Adopted Resolution: **484** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

AUDIENCE PARTICIPATION:**Paul Pfeiffer- Assemblymember Patrick Chludzinski's Office:**

He commented on the progress of the Village in recent years due to the efforts of the current board members. He presented proclamations to Mayor Ruda, Deputy Mayor Maciejewski, and Judge Bumbalo.

Sean - Legislator Frank Todaro's Office:

He presented proclamations to Mayor Ruda, Deputy Mayor Maciejewski, and Judge Bumbalo in recognition of their service to the community.

Bonnie Kane Lockwood- Governor Hochul's Regional Director:

She commented on her appreciation of local government officials and recognized the service of Mayor Ruda, Deputy Mayor Maciejewski, and Judge Bumbalo.

Trustee Schroeder:

He commented on the service required from board members and the challenges of working in local government. He reviewed the accomplishments of the current and outgoing board members. He presented plaques to Mayor Ruda, Deputy Mayor Maciejewski, and Judge Bumbalo in recognition of their efforts.

COMMITTEE REPORTS & FOLLOW UPS:**➤ FINANCE & CLAIMS – Trustee Schroeder**

No report.

➤ PUBLIC WORKS – Trustee Mikoley

The epoxy floor was completed in the Lancaster Fire Department's gear room.

➤ PUBLIC SAFETY – Trustee Maciejewski

She received an inquiry requesting a crosswalk at the intersection of Central Avenue and West Drullard Avenue. This matter was placed into this committee.

➤ BUILDING, LIGHTS & CODES – Trustee Malone Schaefer

No report.

➤ HUMAN RESOURCES – Trustee Maciejewski

No report.

➤ COMMUNITY EVENTS – Trustee Malone Schaefer

She has been putting information together on summer events. For the 4th of July, there will be entertainment, games, and a small number of carnival rides. More information to come.

➤ ECONOMIC DEVELOPMENT – Mayor Ruda

She commented on the Comprehensive Plan and noted that there needs to be an effort by the Village Board to follow through on the Plan. This matter was placed into committee.

There is an informational meeting at the Lancaster Municipal Building for the NY Forward Small Project Fund tomorrow (March 25th) at 6:00 p.m. This meeting will provide information on the application process for interested owners and businesses.

➤ **SEWER – Trustee Mikoley**

A representative from Watts Architects & Engineers attended the work session prior to the regular meeting to provide updates on their efforts with different sewer projects. A written report was submitted with the details of their progress.

He commented on the commitment and efforts of Mayor Ruda and Deputy Mayor Maciejewski during his time working with them on the Village Board.

➤ **GRANTS – Mayor Ruda**

She noted that there is still a lot of work to be done going forward and reviewed the status of pending projects.

➤ **TECHNOLOGY & MARKETING – Trustee Schroeder**

During the work session, he noted that a movie company would be filming in downtown Lancaster in the coming weeks. Once a date is finalized, there will need to be coordination between the DPW, merchants, and the film company.

➤ **CLIMATE SMART – Mayor Ruda**

She received a letter from a resident interested in creating a butterfly garden. The matter was placed into committee and she will forward the details to Amy Stypa for follow-up.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:
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➤ **CLERK – TREASURER – Michael E. Stegmeier**

Sewer bill collection has started.

The public hearing for the tentative budget is scheduled for April 14, 2025 at 7:15 p.m.

He thanked Mayor Ruda and Deputy Mayor Maciejewski for their support of his office during their years on the Village Board.

➤ **SUPERINTENDENT OF PUBLIC WORKS – Wayne Cisco (Absent)**

No report.

➤ **VILLAGE ATTORNEY – Arthur A. Herdzik**

He commented on Mayor Ruda and Deputy Mayor Maciejewski's ability, foresight, sacrifice, fortitude, and long-lasting impact of the work done during their terms of service.

➤ **FIRE CHIEF** – Eric Feldmann

Engine 2 will go into pre-construction with Sutphen Corporation on April 11th.

He thanked the Department of Public Works for their work at both fire stations.

He thanked Mayor Ruda and Deputy Mayor Maciejewski for their support of the department.

Mayor Ruda noted that there were two structure fires this past week and commented on the response from the members.

➤ **HISTORIC PRESERVATION COMMISSION** – Sherry Campbell

She thanked the Board for their leadership including the advancement of the historic district over the years.

➤ **TOWN POLICE DEPARTMENT** – Captain Jeff Smith

No report.

➤ **TOWN BUILDING DEPARTMENT** – Matt Fischione

During the work session, he requested to be kept informed when projects are selected and approved as part of the NY Forward Small Project Fund program.

He commented that there will be increased contractor activity with the coming spring season and noted there will be new businesses moving into the Village.

MISCELLANEOUS:

Mayor Ruda presented a plaque to Judge Bumbalo in recognition for his years of service. She also presented Deputy Mayor Maciejewski with a Key to the Village of Lancaster plaque.

Deputy Mayor Maciejewski and Mayor Ruda both commented on their years of service and appreciation of their time on the Village Board. They also discussed the improvements made to the Village of Lancaster and the assistance and support received from others to help carry out those accomplishments.

ADJOURNMENT:

Motion by **Mayor Ruda** and seconded by **Trustee Maciejewski** to adjourn the meeting at 7:40 p.m. in memory of former Village Trustee Richard E. Young.

Adopted Resolution: **485** Ayes: Mayor Ruda, Trustees Maciejewski, Malone Schaefer, Mikoley, and Schroeder

Respectfully submitted,

Michael E. Stegmeier
Clerk – Treasurer

ABSTRACT

April 14, 2025

Motion by _____, seconded by _____, that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT, and SPECIAL REPAIR RESERVE FUNDS for the period from

March 25, 2025 to **April 14, 2025**

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, and that all claims were paid against the:

GENERAL FUND -----in the amount of \$ **217,516.32**

SEWER FUND -----in the amount of \$ **15,964.39**

TRUST FUND -----in the amount of \$ **446.74**

CAPITAL FUND -----in the amount of \$ **21584.75**

EQUIPMENT RESERVE -----in the amount of \$

COMMUNITY DEVELOPMENT -----in the amount of \$

SPECIAL REPAIR RESERVE FUND ----in the amount of \$

TOTAL 255,512.20

For the period from **March 11, 2025** to **March 24, 2025**

MAYOR'S CERTIFICATION:

I certify that the vouchers above were audited by the Village Treasurer and the Finance and Claims Committee in the amounts above. You are hereby authorized and directed to pay each of the claimants the amount opposite name.

Total Claims.....	80
General Fund Ck#.....	92761-92817
Sewer Fund Ck#.....	12238-12246
Trust Fund Ck#.....	2603
Capital Fund Ck#.....	1959-1960
Community Development Fund Ck#	

Mayor Lynne T. Ruda

Abstract Summary of Funds

Board Meeting Date:

April 14, 2025

	<u>General Fund (A)</u>	<u>Sewer Fund (G)</u>	<u>Trust Fund (T)</u>	<u>Capital Fund (H)</u>
Vouchers Paid by Check	\$ 130,035.21	\$ 8,650.69	\$ 446.74	\$ 21,584.75
2024-2025 Budget				
Pre-paid vouchers	\$ 70.00			
TASC	\$ 8,018.51			
Payroll Voucher 3/14/2025	\$ 73,684.99	\$ 6,793.96		
FICA Voucher 3/14/2025	\$ 5,707.61	\$ 519.74		
TOTALS	\$ 217,516.32	\$ 15,964.39	\$ 446.74	\$ 21,584.75

TOTAL ALL FUNDS	\$ 255,512.20
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LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

03/25/2025

02:03 PM

Ranges		Item Status		Purchase Types		Misc				
Range: First to Last		Open: N		Bld: Y		P.O. Type: All				
Rcvd Batch Id Range: First to Last		Void: N		State: Y		Format: Detail without Line Item Notes				
Encumbrance Date Range: First to 05/31/25		Paid: N		Other: Y		Include Non-Budgeted: Y				
		Held: N		Exempt: Y		Prior Year Only: N				
		Aprv: N				* Means Prior Year Line:				
		Rcvd: Y				Vendors: All				
PO #	PO Date	Vendor	Contract	PO Type						
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-01201	03/19/25	ACEFL005	ACE FLAG CO.							
1	AMERICAN FLAGS FOR CENTRAL AVE	\$176.67	A -7110-414-000	E	PARKS-MATERIALS-OTHER	R	03/19/25	03/19/25		52047
2	AMERICAN FLAGS FOR CENTRAL AVE	\$176.66	A -7550-420-000	E	CELEBRATIONS-MISC OVERHEAD E	R	03/19/25	03/19/25		52047
3	AMERICAN FLAGS FOR CENTRAL AVE	\$176.67	A -8510-401-000	E	BEAUTIFICATION - SUPPLIES & MA1	R	03/19/25	03/19/25		52047
		\$530.00								
25-01202	03/21/25	AIRTI005	AIRTITE WHOLESALE BLDG MATERIA							
1	VOH-FLOOR REFINISHING LMB	\$34.95	A -3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY DI	R	03/21/25	03/21/25		59310
25-01203	03/12/25	ALLEI005	JAMES ALLEIN							
1	HPC MEETING - LIASON-PLANNING	\$50.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME	R	03/12/25	03/12/25		3/12/2025
25-01204	03/21/25	AMDEN005	AMD ENVIRONMENTAL CONSULTANTS							
1	CERTIFIED ASBESTOS INSP LMB	\$3,670.00	A -1620-435-000	E	SHARED SERVICES - CONTRACTU/	R	03/21/25	03/21/25		25-0227MBA
25-01205	03/21/25	AMAZO010	AMAZON CAPITAL SERVICES							
1	GREEN TRACING DYE 4 INSPECTION	\$179.94	G -8120-434-000	E	SANITARY SEWERS-REPAIRS/MATE	R	03/21/25	03/21/25		14DQ-6TN3-GVKN
25-01206	03/20/25	AMAZO010	AMAZON CAPITAL SERVICES							
1	BOOKS FOR EMS TRAINING	\$318.58	A -3411-470-000	E	FIRE DEPT-TRAINING	R	03/20/25	03/20/25		16MT-DMR9-33QG
25-01207	03/21/25	AMERI010	AMERICAN ROCK SALT CO LLC							
1	BULK ICE CONTROL SALT	\$5,260.10	A -5132-415-000	E	SNOW REMOVAL-CHEMICALS-ROA	R	03/21/25	03/21/25		0795555

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

03/25/2025

02:03 PM

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rev'd Date	Chk/Void Date	Invoice
25-01208	03/21/25	AMERIO10	AMERICAN ROCK SALT CO LLC										
1	BULK ICE CONTROL SALT		\$11,882.56	A-5132-415-000	E			SNOW REMOVAL-CHEMICALS-ROA	R	03/21/25	03/21/25		0795406
25-01209	03/18/25	AMERIO10	AMERICAN ROCK SALT CO LLC										
1	BULK ICE CONTROL		\$3,025.85	A-5132-415-000	E			SNOW REMOVAL-CHEMICALS-ROA	R	03/18/25	03/18/25		0794079
25-01210	03/11/25	BIELA005	PAULA BIELAT										
1	COURT STENO SVCS		\$125.00	A-1110-435-000	E			VILLAGE JUSTICE - CONTRACTUAL	R	03/11/25	03/11/25		3/11/2025
25-01211	03/18/25	BRUTE005	BRUTE SPRING & EQUIPMENT INC.										
1	MATERIALS-REPAIRS-TRUCK 38		\$362.52	A-5110-452-000	E			STREETS MAINT-REPAIRS/MAINT:TI	R	03/18/25	03/18/25		58826
2	MATERIALS-REPAIRS-TRUCK 38		\$362.52	A-5132-452-000	E			SNOW REMOVAL-REPAIRS/MAINT: T	R	03/18/25	03/18/25		58826
3	MATERIALS-REPAIRS-TRUCK 38		\$362.52	A-8160-453-000	E			REFUSE & GARBAGE-EQUIPMENT I	R	03/18/25	03/18/25		58826
			\$1,087.56										
25-01212	03/12/25	BUDZI010	BUDZINSKI, JEFFREY										
1	HPC MEETING - HISTORIAN		\$90.00	A-7520-434-000	E			HIST DIST-PROF SVC-HPC SECRET	R	03/12/25	03/12/25		3/11/2025
25-01213	03/12/25	CAMPB010	SHERRY CAMPBELL										
1	HPC MEETING - MEMBER		\$90.00	A-7520-434-000	E			HIST DIST-PROF SVC-HPC SECRET	R	03/12/25	03/12/25		3/12/2025
25-01214	03/24/25	CHART020	CHARTER COMMUNICATION										
1	PHONES - ALL LOCATIONS		\$553.95	A-1325-474-000	E			FINANCE TREASURER - WEB SITE	R	03/24/25	03/24/25		VARIOUS
25-01215	03/21/25	CHART005	CHARTER COMMUNICATIONS										
1	PHONES MARCH 2025		\$161.42	A-1620-439-000	E			SHARED SERVICES - TELEPHONE	R	03/21/25	03/21/25		063270401030125
2	PHONES MARCH 2025		\$30.75	A-1621-439-000	E			NORTH END FIRE HALL - TELEPHON	R	03/21/25	03/21/25		063270401030125
3	PHONES MARCH 2025		\$96.85	A-1640-431-000	E			DEPT PUBLIC WORKS - TELEPHONI	R	03/21/25	03/21/25		063270401030125
			\$289.02										
25-01216	03/18/25	CHART005	CHARTER COMMUNICATIONS										
1	RECEIVERS & BASIC TV		\$42.24	A-1640-435-000	E			DEPT PUBLIC WORKS-CONTRACTL	R	03/18/25	03/18/25		141774001030725

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

03/25/2025
02:03 PM

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-01217	03/12/25	CHAVE005	CHAVES YATES, CAITLIN		\$90.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET.	R	03/12/25	03/12/25		3/12/2025
1		HPC MEETING - MEMBER											
25-01218	03/26/25	CJKRA005	C J KRANTZ TOPSOIL INC.										
1		8 CUBIC YDS TOPSOIL FOR STUMPS			\$312.00	A -8560-475-000	E	SHADE TREES-UNCLASSIFIED	R	03/26/25	03/26/25		24014
25-01219	03/21/25	COLOR005	COLOR005 COLORED EPOXIES										
1		EPOXY FOR LFD ROOMS			\$2,335.63	A -3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY D	R	03/21/25	03/21/25		D4483/D4484
25-01220	03/24/25	CSEAE005	C S E A EMPLOYEE BENEFIT FUND										
1		APRIL VISION & DENTAL			\$4,694.91	A -9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL &	R	03/24/25	03/24/25		APRIL 2025
2		APRIL VISION & DENTAL			\$456.31	G -9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & N	R	03/24/25	03/24/25		APRIL 2025
3		APRIL VISION & DENTAL			\$446.74	T -020-000	G	MEDICAL INSURANCE	R	03/24/25	03/24/25		APRIL 2025
					<u>\$5,597.96</u>								
25-01221	03/12/25	DAVEY010	DAVEY RESOURCE GROUP, INC.										
1		CONSULTANT SVCS - CLIMATE SMT.			\$375.00	A -8560-435-000	E	SHADE TREES-CONTRACTUAL SEF	R	03/12/25	03/12/25		9000100184
25-01222	03/21/25	DELAG005	DELAG LANDEN FINANCIAL SVC										
1		DOCUWEAR SOFTWARE - APRIL 2025			\$710.00	A -1325-435-200	E	FINANCE TREASURER - SVC MAINT	R	03/21/25	03/21/25		589640666
25-01223	03/21/25	DELFT005	DELFT PRINTING INC.										
1		5000 # 10 WINDOW ENVELOPES			\$521.74	G -8115-430-020	E	PRINTING - CTO	R	03/21/25	03/21/25		25-40854
25-01224	03/20/25	DIVAL005	DIVAL SAFETY EQUIP. INC.										
1		HELMET SHIELDS 4 FIREFIGHTERS			\$342.00	A -3411-260-200	E	FIRE DEPT-HELMETS/SUPPLIES	R	03/20/25	03/20/25		3667696
25-01225	03/20/25	DIVAL005	DIVAL SAFETY EQUIP. INC.										
1		FIREFIGHTER HELMETS			\$2,100.00	A -3411-260-200	E	FIRE DEPT-HELMETS/SUPPLIES	R	03/20/25	03/20/25		3662366
25-01226	02/28/25	DIVAL005	DIVAL SAFETY EQUIP. INC.										
1		HYDRO TESTING SCBA TANKS			\$50.84	A -3411-260-260	E	FIRE DEPT-SCBA BOTTLES	R	02/28/25	02/28/25		3661808

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

03/25/2025

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PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-01227	03/21/25	DIVAL005				DIVAL SAFETY EQUIP. INC.							
1		SAFETY PPE MARSCHNER/MOORE			\$303.30	A-5010-442-000	E	STREETS ADMINISTRATION-SAFET	R	03/21/25	03/21/25		36689741
25-01228	03/18/25	EBERL005				EBERL IRON WORKS INC							
1		SIGN SHOP RESTOCK			\$396.10	A-5110-412-000	E	STREETS MAINT-SIGNS	R	03/18/25	03/18/25		531772
25-01229	03/12/25	ECKER005				EMMA ECKERT							
1		SECRETARY & MEMBER DUTIES			\$265.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET.	R	03/12/25	03/12/25		3/12/2025
25-01230	03/21/25	ERIEC015				ERIE COUNTY COMPTROLLER							
1		CENTRAL AVE/KELLY CT SIGNS			\$97.77	A-5110-412-000	E	STREETS MAINT-SIGNS	R	03/21/25	03/21/25		1800079211
25-01231	03/21/25	ERIEC015				ERIE COUNTY COMPTROLLER							
1		SIGNS FOR ERIE ST.			\$43.44	A-5110-412-000	E	STREETS MAINT-SIGNS	R	03/21/25	03/21/25		1800079219
25-01232	03/18/25	ERIEC045				ERIE COUNTY WATER AUTHORITY							
1		DPW ACCT 01/31-02/28 2025			\$19.80	A-1640-441-000	E	DEPT PUBLIC WORKS GARAGE-WA	R	03/18/25	03/18/25		60649378-8
25-01233	03/21/25	FIRES005				FIRE SAFETY SYSTEMS							
1		FIRE ALARMS REPLACEMENT LMB			\$29,900.00	A-1620-200-000	E	SHARED SVCS-EQUIPMENT	R	03/21/25	03/21/25		66356
25-01234	03/11/25	FRANK010				FRANKLIN BRONZE PLAQUES							
1		3 TREE DEDICATION PLAQUES			\$1,026.30	A-7550-417-000	E	CELEBRATIONS - 175TH ANNIVERS.	R	03/11/25	03/11/25		36109
25-01235	03/21/25	GRAND005				GRAND JUDE INC							
1		BACKFLOW PREVENTION TESTING			\$420.00	G-8120-435-000	E	SANITARY SEWERS-CONTRACTUAL	R	03/21/25	03/21/25		63117
25-01236	03/18/25	GREEN010				GREEN MOUNTAIN ELECTRIC SUPPLY							
1		MARKER LT, FOR LMB TRUCK BAY			\$20.11	A-3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY DI	R	03/18/25	03/18/25		S5214538.001
25-01237	03/24/25	HIGHM005				HIGHMARK BCBSWNY							
1		APRIL EMPLOYEE HEALTH INS.			\$23,369.21	A-9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL &	R	03/24/25	03/24/25		APRIL 2025
2		APRIL EMPLOYEE HEALTH INS.			\$1,966.82	G-9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & IV	R	03/24/25	03/24/25		APRIL 2025

PO #	PO Date	Vendor	Contract		PO Type					
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice	
25-01237	03/24/25 HIGHM005 HIGHMARK BCBSWNY				Account Continued					
		<u>\$25,336.03</u>								
25-01238	03/24/25 INDEP005 INDEPENDENT HEALTH									
1	EMPLOYEE HEALTH INS APRIL 2025	\$2,172.65	A -9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL & R	R	03/24/25 03/24/25		APRIL 2025	
2	EMPLOYEE HEALTH INS APRIL 2025	\$173.69	G -9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & M	R	03/24/25 03/24/25		APRIL 2025	
		<u>\$2,346.34</u>								
25-01239	03/19/25 KANDE005 KANDEY COMPANY, INC									
1	SIPHON MANHOLES CLEANED OUT	\$4,605.00	G -8120-435-000	E	SANITARY SEWERS-CONTRACTUAL	R	03/19/25 03/19/25		2504-14	
25-01240	03/12/25 JOSEP005 JOSEPH KEEFE, ESQ									
1	HPC MEETING - MEMBER	\$90.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET	R	03/12/25 03/12/25		3/12/2025	
25-01241	03/19/25 KENWO005 KENWORTH NORTHEAST GROUP INC									
1	TURBO ACTUATOR TRUCK 38	\$638.90	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	03/19/25 03/19/25		BI482429	
2	TURBO ACTUATOR TRUCK 38	\$638.90	A -5132-452-000	E	SNOW REMOVAL-REPAIRS/MAINT:TI	R	03/19/25 03/19/25		BI482429	
3	TURBO ACTUATOR TRUCK 38	\$638.90	A -8160-453-000	E	REFUSE & GARBAGE-EQUIPMENT	R	03/19/25 03/19/25		BI482429	
		<u>\$1,916.70</u>								
25-01242	03/18/25 KUZNI005 DIANE KUZNIK									
1	ELECTION INSPECTOR - LMB	\$175.00	A -1450-435-000	E	ELECTIONS - CONTRACTUAL SVCS	R	03/18/25 03/18/25		3/18/2025	
25-01243	03/18/25 MCINT010 MCINTYRE, DENISE									
1	ELECTION INSPECTOR - LMB	\$175.00	A -1450-435-000	E	ELECTIONS - CONTRACTUAL SVCS	R	03/18/25 03/18/25		3/18/2025	
25-01244	03/12/25 MEYER005 MICHAEL MEYER									
1	HPC MEETING - CHAIRPERSON	\$115.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET	R	03/12/25 03/12/25		3/12/2025	
25-01245	03/19/25 NAPAA010 NAPAAUTO PARTS									
1	PARTS&SUPPLIES - FEBRUARY 25	\$18.08	A -1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTL	R	03/19/25 03/19/25		FEB2025	
2	PARTS&SUPPLIES - FEBRUARY 25	\$231.06	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	03/19/25 03/19/25		FEB2025	
3	PARTS&SUPPLIES - FEBRUARY 25	\$183.10	A -8560-452-000	E	SHADE TREES-TRUCK REPAIR & M	R	03/19/25 03/19/25		FEB2025	
		<u>\$432.24</u>								

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

03/25/2025

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PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Revd Date	Chk/Void Date	Invoice
25-01246	03/21/25	NATIO015				NATIONAL FUEL							
1		LMB ACCOUNT 2/12-3/14 2025			\$2,205.57	A -1620-440-000	E	SHARED SERVICES - GAS	R	03/21/25	03/21/25		309086603
25-01247	03/19/25	NATIO015				NATIONAL FUEL							
1		DPW & NEFH ACCOUNTS			\$664.12	A -1621-440-000	E	NORTH END FIRE HALL - GAS	R	03/19/25	03/19/25		734102
2		DPW & NEFH ACCOUNTS			\$4,270.48	A -1640-440-000	E	DEPT PUBLIC WORKS GARAGE-GA	R	03/19/25	03/19/25		734102
					\$4,934.60								
25-01248	03/21/25	N0000015				N Y S E G							
1		CENTRAL & BRADY 2/12-3/12 25			\$40.63	A -5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	03/21/25	03/21/25		10011749818
25-01249	03/19/25	N0000015				N Y S E G							
1		5 AURORA ST. 2/5-3/4 2025			\$131.56	A -5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	03/19/25	03/19/25		10017804781
25-01250	03/18/25	N0000015				N Y S E G							
1		34CENTRAL,NEFH,LMB,69LAKE ETAL			\$747.75	A -1620-438-000	E	SHARED SERVICES - ELECTRIC	R	03/18/25	03/18/25		8676
2		34CENTRAL,NEFH,LMB,69LAKE ETAL			\$276.71	A -1621-438-000	E	NORTH END FIRE HALL - ELECTRIC	R	03/18/25	03/18/25		8676
3		34CENTRAL,NEFH,LMB,69LAKE ETAL			\$699.89	A -5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	03/18/25	03/18/25		8676
4		34CENTRAL,NEFH,LMB,69LAKE ETAL			\$26.91	A -7110-438-000	E	PARKS-ELECTRIC	R	03/18/25	03/18/25		8676
5		34CENTRAL,NEFH,LMB,69LAKE ETAL			\$71.87	A -7550-420-000	E	CELEBRATIONS-MISC OVERHEAD E	R	03/18/25	03/18/25		8676
					\$1,823.13								
25-01251	03/18/25	N0000015				N Y S E G							
1		5386 BROADWAY/16WEST MAIN ST.			\$330.00	A -7110-441-000	E	PARKS-WATER	R	03/18/25	03/18/25		259743
2		5386 BROADWAY/16WEST MAIN ST.			\$37.13	A -8510-438-000	E	BEAUTIFICATION - CBD TREES / RE	R	03/18/25	03/18/25		259743
					\$367.13								
25-01252	03/18/25	N0000015				N Y S E G							
1		CENTRAL/WEST MAIN ST.			\$75.58	A -5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	03/18/25	03/18/25		10017804799
25-01253	03/18/25	NYSDE015				NYS DEP OF ENVIRN CONSERVATION							
1		DPW PETROLEUM STORAGE RECONFIG			\$300.00	A -1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTU	R	03/18/25	03/18/25		PBS 9-040363

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

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PO #	PO Date	Vendor	Contract PO Type								
Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	
25-01260	03/18/25	PARIS005	PARISE MECHANICAL, INC		Account Continued						
1	SVC CALL REPAIR HEATER/MAITEN.	\$600.00	A -1620-435-000	E	SHARED SERVICES - CONTRACTU/	R	03/18/25	03/18/25		S25-111	
2	SVC CALL REPAIR HEATER/MAITEN.	\$600.00	A -1621-435-000	E	NORTH END FIRE HALL-CONTRACT	R	03/18/25	03/18/25		S25-111	
3	SVC CALL REPAIR HEATER/MAITEN.	\$1,229.00	A -1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTL	R	03/18/25	03/18/25		S25-111	
		<u>\$2,429.00</u>									
25-01261	03/21/25	PITNE025	PITNEY BOWES RESERVE ACCOUNT								
1	REFILL ON POSTAGE METER	\$2,500.00	A -1325-436-000	E	FINANCE TREASURER - POSTAGE	R	03/21/25	03/21/25		3/19/2025	
25-01262	03/24/25	PINTO005	PINTO CONSTRUCTION SVCS, INC.								
1	PAY APPLICATION NO 12 REVISED	\$15,500.00	H -0522-400-111	E	EXPENSES - LFD PARK & CASCADE	R	03/24/25	03/24/25		APP # 12 REVISE	
25-01263	03/21/25	PITNE020	PITNEY BOWES GLOBAL FINANCIAL								
1	LEASE PMT 1/29-4/28 2025	\$423.93	A -1325-434-000	E	INANCE TREASURER - PROFESSIO	R	03/21/25	03/21/25		3320458737	
25-01264	03/21/25	SEGC0005	S.E.G. CONSTRUCTION INC.								
1	LFD GEAR ROOM- REM ASBESTOS	\$8,800.00	A -1620-435-000	E	SHARED SERVICES - CONTRACTU/	R	03/21/25	03/21/25		1324	
25-01265	03/19/25	SCRAN005	SCRANTON'S THRUWAY BUILDERS SU								
1	CONCRETE 4 STORM DRAIN	\$9.90	A -8540-414-000	E	DRAINAGE-MATERIALS & PIPE	R	03/19/25	03/19/25		125-100534	
25-01266	03/21/25	SHANO005	SHANOR ELECTRIC								
1	FIRE ALARM BOX REPAIRS	\$65.70	A -3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY DI	R	03/21/25	03/21/25		3114287	
25-01267	03/21/25	SHERI005	SHERIDAN HR LLC								
1	HR CONSULTING - MARCH 2025	\$2,700.00	A -1010-435-600	E	BOARD OF TRUSTEES - H/R CONSL	R	03/21/25	03/21/25		2729	
25-01268	03/21/25	BEEGR005	BEE GROUP PUBLICATIONS INC								
1	ZBA X 3	\$273.54	A -8010-430-000	E	ZONING-PRINTING & ADVERTISING	R	03/21/25	03/21/25		VARIOUS	
25-01269	03/12/25	STONE010	STONEBRAKER, NANCY								
1	HPC MEETING - ALTERNATE	\$90.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET.	R	03/12/25	03/12/25		3/12/2025	
25-01270	03/18/25	TANNE005	KAREN TANNER								

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

03/25/2025

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PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice
25-01270	03/18/25	TANNE005	KAREN TANNER					Account Continued				
1	ELECTION INSPECTOR - CHAIR			\$200.00	A -1450-435-000	E	ELECTIONS - CONTRACTUAL SVCS	R		03/18/25	03/18/25	3/18/2025
25-01271	03/18/25	TANNE010	GLENN TANNER									
1	ELECTION INSPECTOR - CHAIR			\$200.00	A -1450-435-000	E	ELECTIONS - CONTRACTUAL SVCS	R		03/18/25	03/18/25	3/18/2025
25-01272	03/19/25	TONYM005	TONY MARTIN AWARDS INC.									
1	ENGRAVED PLAQUES/NAMETAGS			\$114.00	A -1010-401-000	E	BOARD OF TRUSTEES-OFFICE SUF	R		03/19/25	03/19/25	92156
25-01273	03/18/25	VALLE005	VALLEY FAB & EQUIPMENT									
1	TRUCK 44 - NUTS & BOLTS			\$264.34	A -5132-452-000	E	SNOW REMOVAL-REPAIRS/MAINT.	R		03/18/25	03/18/25	137361
25-01274	03/21/25	VERIZ010	VERIZON WIRELESS									
1	PHONES - MARCH 2025			\$51.51	A -1010-485-000	E	BOARD OF TRUSTEES - CELL PHON	R		03/21/25	03/21/25	610736477
2	PHONES - MARCH 2025			\$31.25	A -1210-485-000	E	EXECUTIVE MAYOR - CELL PHONE	R		03/21/25	03/21/25	610736477
3	PHONES - MARCH 2025			\$31.25	A -7550-420-000	E	CELEBRATIONS-MISC OVERHEAD F	R		03/21/25	03/21/25	610736477
4	PHONES - MARCH 2025			\$31.25	A -1325-485-000	E	FINANCE TREASURER - CELL PHON	R		03/21/25	03/21/25	610736477
5	PHONES - MARCH 2025			\$31.25	A -1640-485-000	E	DEPT PUBLIC WORKS GARAGE-CE	R		03/21/25	03/21/25	610736477
6	PHONES - MARCH 2025			\$69.24	A -3990-476-000	E	DISASTER PREP-MOBILE PH & DAT	R		03/21/25	03/21/25	610736477
7	PHONES - MARCH 2025			\$37.99	A -3989-485-000	E	BUILDING INSPECTION-CELL PHON	R		03/21/25	03/21/25	610736477
8	PHONES - MARCH 2025			\$303.92	A -3411-485-000	E	FIRE DEPT - CELL PHONES / DATA F	R		03/21/25	03/21/25	610736477
9	PHONES - MARCH 2025			\$75.98	A -8560-475-000	E	SHADE TREES-UNCLASSIFIED	R		03/21/25	03/21/25	610736477
10	PHONES - MARCH 2025			\$37.99	G -8115-485-000	E	ADMINISTRATION-CELL PHONE	R		03/21/25	03/21/25	610736477
				\$701.63								
25-01275	03/12/25	WELLS025	WELLS, NICK									
1	HPC - ALTERNATE			\$90.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET	R		03/12/25	03/12/25	3/12/2025
25-01276	03/21/25	WATTS005	WATTS ARCHITECTURE & ENGINEERS									
1	PLEASANT AVE SEWER 1/6-3/2 25			\$6,084.75	H -0522-400-116	E	EXPENSES - PLEASANT AVE SEWEI	R		03/21/25	03/21/25	44260

Total Purchase Orders: 76 Total P.O. Line Items: 120 Total List Amount: \$160,717.39 Total Void Amount: \$0.00

Totals by Year-Fund				
Fund Description	Fund	Expend Total	Revenue Total	G/L Total
	5-A	\$130,035.21	\$0.00	\$0.00
	5-G	\$8,650.69	\$0.00	\$0.00
	5-H	\$21,584.75	\$0.00	\$0.00
	5-T	\$0.00	\$0.00	\$446.74
Total Of All Funds:		\$160,270.65	\$0.00	\$446.74
				\$160,717.39

Totals by Fund				
Fund Description	Fund	Expend Total	Revenue Total	G/L Total
	A	\$130,035.21	\$0.00	\$0.00
	G	\$8,650.69	\$0.00	\$0.00
	H	\$21,584.75	\$0.00	\$0.00
	T	\$0.00	\$0.00	\$446.74
Total Of All Funds:		\$160,270.65	\$0.00	\$446.74
				\$160,717.39

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

03/18/2025

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Ranges

Range: First to Last
Rcvd Batch Id Range: First to Last
Encumbrance Date Range: First to 05/31/25

Misc

Purchase Types

Item Status

Open: N
Void: N
Paid: N
Held: N
Aprv: N
Rcvd: Y

Bld: Y
State: Y
Other: Y
Exempt: Y

P.O. Type: All
Format: Detail without Line Item Notes
Include Non-Budgeted: Y
Prior Year Only: N
* Means Prior Year Line:
Vendors: All

PO # PO Date Vendor

Contract PO Type

Item Description

Amount Charge Account

Acct Type

Description

Stat/Chk

First Enc Rcvd Date Date

Chk/Void Invoice

25-01200 03/18/25 VILLA010 VILLAGE OFFICIALS ASSOCIATION

1 3/20 MTG, CYNDI & LYNNE

\$35.00 A-1210-470-000

E

EXECUTIVE MAYOR - EXPENSES & R

03/18/25 03/18/25

MARCH 2025

2 3/20 MTG, CYNDI & LYNNE

\$35.00 A-1010-470-000

E

BOARD OF TRUSTEES - EXPENSE / R

03/18/25 03/18/25

MARCH 2025

\$70.00

Total Purchase Orders: 1

Total P.O. Line Items: 2

Total List Amount: \$70.00

Total Void Amount: \$0.00

Totals by Year-Fund	Fund	Expend Total	Revenue Total	G/L Total	Total
Fund Description					
	5-A	\$70.00	\$0.00	\$0.00	\$70.00
Total Of All Funds:		\$70.00	\$0.00	\$0.00	\$70.00
Totals by Fund	Fund	Expend Total	Revenue Total	G/L Total	Total
Fund Description					
	A	\$70.00	\$0.00	\$0.00	\$70.00
Total Of All Funds:		\$70.00	\$0.00	\$0.00	\$70.00

March 21, 2025
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LANCASTER VILLAGE
Expenditure Entry Verification Listing

Page No: 1

Batch Id: TASC Batch Date: 03/07/25 Batch Type: Standard

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9060-800-000 EMPLOYEE BENEFITS-HOSPITAL & MEDICAL INS Db: A -522-000 EXPENDITURE CONTROL	Expenditure	HRA Transactions February 2025 Cr: A -200-000 CASH	8,018.51		1

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	8,018.51	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		8,018.51	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	1	8,018.51
Reimbursements:	0	0.00
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	1	

There are NO errors in this listing.

Batch Id: PAYROLL Batch Date: 03/14/25 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -1010-100-000 BOARD OF TRUSTEES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	1,553.82		1
A -1110-100-000 VILLAGE JUSTICE - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	2,467.20		2
A -1210-100-000 EXECUTIVE MAYOR - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	683.69		3
A -1325-100-000 FINANCE TREASURER - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	7,473.52		4
A -1420-100-000 LAW - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	2,015.38		5
A -1620-100-000 SHARED SERVICES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	4,321.31		6
A -1621-100-000 NORTH END FIRE HALL - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	1,731.77		7
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	5,543.30		8
A -3411-100-000 FIRE DEPARTMENT - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	230.77		10
A -3620-100-000 SAFETY INSPECTION-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		11
A -3989-100-000 BUILDING INSP-PERSONAL SVCS-CODE ENFCMT Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		12
A -3990-100-000 DISASTER PREPAREDNESS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	140.77		13
A -4020-100-000 REGISTRAR VITAL STATS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	180.95		14

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -5010-100-000 STREETS ADMINISTRATION-PERSONAL SVCS Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	6,577.29		15
A -5110-100-000 STREETS MAINT-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	17,243.90		16
A -5132-100-000 SNOW REMOVAL-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	4,285.32		17
A -7110-100-000 PARKS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	802.08		18
A -7550-100-000 CELEBRATIONS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	276.08		19
A -7550-102-000 DPW - Overtime Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		20
A -7550-103-000 DPW - Regular Time Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		21
A -8020-100-000 PLANNING-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	80.77		22
A -8160-100-000 REFUSE & GARBAGE-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	3,105.58		23
A -8170-100-000 STREET CLEANING-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	1,104.32		24
A -8540-100-000 DRAINAGE-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	508.00		25
A -8560-100-000 SHADE TREES-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	7,551.88		26
A -8989-100-000 ECONOMIC DEV-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	84.02		27

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9060-800-000 EMPLOYEE BENEFITS-HOSPITAL & MEDICAL INS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	924.23-		28
A -5010-405-000 STREETS ADMINISTRATION-MEAL ALLOWANCE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		29
A -5132-405-000 SNOW REMOVAL-MEAL ALLOWANCES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		30
G -8115-100-000 ADMINISTRATION-PERSONAL SERVICES Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: G -200-000 CASH	2,917.69		31
G -8120-100-000 SANITARY SEWERS-PERSONAL SERVICES Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: G -200-000 CASH	3,876.27		32
G -8115-405-000 ADMINISTRATION-MEAL ALLOWANCE Db: G -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: G -522-000 EXPENDITURE CONTROL	0.00		33
A -3120-100-000 POLICE-PERSONAL SVCS-CROSSING GUARDS Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	3,481.50		35
A -1640-403-000 DEPT PUBLIC WORKS - UNIFORMS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		36
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		37
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		38
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		39
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		40
A -8090-100-000 ENVIRONMENTAL - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 3/14/2025 Cr: A -200-000 CASH	3,166.00		41

WARNING: This account would have a negative balance: A -1621-100-000. Balance would be: 2,663.94-.

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	73,684.99	0.00	0.00	0.00	0.00	0.00
	G	6,793.96	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		80,478.95	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	39	80,478.95
Reimbursements:	0	0.00
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	39	

There are warnings in this listing, but can proceed with update.

Please note that batch lines with zero amounts will not be updated.

March 21, 2025
01:15 PM

LANCASTER VILLAGE
Expenditure Entry Verification Listing

Page No: 1

Batch Id: FICA Batch Date: 03/14/25 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY	Expenditure	Accrued FICA paydate 3/14/2025	5,707.61		1
Db: A -522-000 EXPENDITURE CONTROL		Cr: A -200-000 CASH			
G -9030-800-000 EMPLOYEE BENEFIT-SOCIAL SECURITY	Expenditure	Accrued FICA paydate 3/14/2025	519.74		2
Db: G -522-000 EXPENDITURE CONTROL		Cr: G -200-000 CASH			

March 21, 2025
01:15 PM

LANCASTER VILLAGE
Expenditure Entry Verification Listing

Page No: 2

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	5,707.61	0.00	0.00	0.00	0.00	0.00
	G	519.74	0.00	0.00	0.00	0.00	0.00
Total Of All Funds:		6,227.35	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	2	6,227.35
Reimbursements:	0	0.00
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	2	

There are NO errors in this listing.

	1 st Motion	2 nd Motion	
1.	_____	_____	Correspondence from the Town of Lancaster Building Department providing a report of building permit applications, inspections, and open complaints that were filed for properties within the Village of Lancaster from March 20, 2025 – April 4, 2025.
	ACTION -	Rec/File Refer to:	
2.	_____	_____	Correspondence from Longneckers, Inc., 3587 Walden Avenue, providing notice of a renewal application with the NYS Liquor Authority for an on-premises alcoholic beverage license at its location.
	ACTION -	Rec/File Refer to:	
3.	_____	_____	Correspondence from Carl E. Heastie, Speaker, NYS Assembly, informing the Village of Lancaster of its selection to receive \$250,000 funding through the State and Municipal Facilities Program (SAM) for the purchase and installation of wayfinding signage and fire equipment as sponsored by former Assemblymember Monica P. Wallace.
	ACTION -	Rec/File Refer to:	
4.	_____	_____	Correspondence from Mike Reinhold, Planning Commission Chairperson, recommending approval of the Change in Use application for Alyssa Jerge, ROAM, 20 West Main Street, Suite 500, as reviewed by the Commission at its meeting on March 20, 2025.
	ACTION -	Rec/File Refer to:	
5.	_____	_____	Correspondence from Mike Reinhold, Planning Commission Chairperson, recommending approval of the Change in Use application for Kole Kingsland, owner of Big Papa's Creamery, 20 West Main Street, Suite 600, as reviewed by the Commission at its meeting on March 20, 2025.
	ACTION -	Rec/File Refer to:	
6.	_____	_____	Correspondence from Wayne K. Cisco, Superintendent of Public Works, requesting to send DPW employees Brian Lubkowski and Matthew Marschner to the 2025 Re-Leaf Workshop on May 1, 2025, in Rochester, NY at a cost of \$70.00 per employee for registration.
	ACTION -	Rec/File Refer to:	
7.	_____	_____	Correspondence from Wayne K. Cisco, Superintendent of Public Works, requesting to host the annual Bring Your Child to Work Day on Thursday, April 24, 2025 at the Department of Public Works Building.
	ACTION -	Rec/File Refer to:	
8.	_____	_____	
	ACTION -	Rec/File Refer to:	
9.	_____	_____	
	ACTION -	Rec/File	

VILLAGE COVER SHEET

APRIL 7, 2025 BOARD MEETING

PERMITS ISSUED 18

VILLAGE PERMIT TOTAL

INSTALL FENCE	1
INSTALL ROOF	8
INSTALL SHED	2
INSTALL SIGN	2
INSTALL RESIDENTIAL PLUMBING	2
ERECT RESIDENTIAL ADD/ALT	1
ERECT COMMERCIAL ADD/ALT	2
TOTAL PERMITS FOR THE VILLAGE	18

Lamparelli Const. Co. Inc.	20 W Main St.	Commercial Add/Alt
Erie Const Mid-West Inc	55 Lombardy St.	Roof
Erie Const Mid-West Inc.	145 Erie St.	Roof
Erie Const Mid-West Inc.	38 Fairfield Ave.	Roof
Sorelle Salon	19 W Main St.	Commercial Add/Alt
Stellar Roofing	20 Wilkshire Pl.	Roof
Ulrich Sign Co. Inc.	2000 Commercial Pkwy W.	Sign
Junior Exteriors LLC	15 Park Blvd.	Roof
Buffalo's Best Roofing	32 W Drullard Ave.	Roof
Reimer Heating Cooling/Plumb	31 Saint Joseph St.	Residential Plumb
Irwin Roofing	11 Sturm St.	Roof
Riverside Door & Window	286 Aurora St.	Roof
WKJ Group LLC	1817 Como Park Blvd.	Sign
St. Pauly Textile Inc.	3741 Walden Ave.	Shed
Mahabub Alahi Mohammad	99 Sawyer Ave.	Residential Add/Alt
All Preo Plumbing LLC	118 Garfield St.	Residential Plumb
Superior Fence & Rails	145 Erie St.	Fence
Steven Chizuk	3 Stephen Ct.	Shed

Town of Lancaster

Inspections Report

Start Date: 03/20/2025 End Date: 04/04/2025

Inspectors: Ronald Capozzi, William T. Revelas, Bryan Pokorski, Rob Rendon, Matt Fischione

Identifier	Address	Primary Contact	Date	Type	Inspector	Result
104.11-8-3.4	51 Beach Ave	Joe Basil Chevrolet, Inc. 716-206-1733	03/21/2025	Business - 3 yr	Ronald Capozzi	Pass
104.82-4-9	5423 Broadway St	Village Of Lancaster	03/25/2025	Special Use	Matt Fischione	Pass
104.11-7-11	3637 Walden Ave	716 Brothers Construction 716-393-1199	03/27/2025	Business - 3 yr	Ronald Capozzi	Fail
104.74-4-12.1	11 W. Main St. (Suite 950)	Vibe Yoga Lab LLC	03/31/2025	Business - 3 yr	Ronald Capozzi	Pass
104.82-4-9	5423 Broadway St	Brisket BBQ	04/01/2025	Special Use	Matt Fischione	Pass
104.82-4-9	5423 Broadway St	Village Of Lancaster	04/01/2025	Special Use	Matt Fischione	Pass
Total Inspections:					6	

Complaint By Date

Complaint #	Location	Identifier	Complaint Type	Status	Owner	Complainant
Open Date: 03/20/25						
2025-0234	43 Benson Dr	115.07-13-11	Exterior Property Maint	Open	Michelle Moran	
2025-0235	3515 Walden Ave	104.11-2-9	Interior Property Maint	Open	Robert Buza	
2025-0236	188 Erie St	104.16-4-5	Fire Call Out	Open	Mark Nowak	
				Open Date: 03/20/25 Total #: 3		
Open Date: 03/24/25						
2025-0240	63 Roosevelt Ave	115.11-20-33	Trash/Rubbish	Closed	Lisa Dibello Wolski	Anonymous Caller
2025-0241	3637 Walden Ave	104.11-7-11	Work w/out Permit	Open	Caniestates, LLC	
				Open Date: 03/24/25 Total #: 2		
Open Date: 03/25/25						
2025-0244	56 Livingston St	104.16-9-2	Drainage	Open	Tammy Schaefer	
				Open Date: 03/25/25 Total #: 1		
Open Date: 03/26/25						
2025-0249	25 Washington St	104.84-1-21	Exterior Property Maint	Open	Karl Weber	
				Open Date: 03/26/25 Total #: 1		
Open Date: 03/27/25						
2025-0255	5592 Broadway St	115.28-1-3	Exterior Property Maint	Open	TSAR Properties, LLC	
				Open Date: 03/27/25 Total #: 1		
Open Date: 03/31/25						
2025-0260	101 Kurtz Ave	115.07-5-11	Exterior Property Maint	Open	David Mc Coy	
				Open Date: 03/31/25 Total #: 1		
Open Date: 04/02/25						
2025-0263	Sheldon Ave	104.11-11-12	Exterior Property Maint	Open	NYS Electric & Gas Corp	
2025-0264	Beach Ave	104.11-11-13	Exterior Property Maint	Open	Village Of Lancaster	
2025-0265	79 Sheldon Ave	104.11-10-1.11	Exterior Property Maint	Open	VIV LLC	
				Open Date: 04/02/25 Total #: 3		
				Grand Total: 12		

Expired Permits Report

03/20/2025 - 04/03/2025

Permit #	Location	Description of Work	Permit Date	Exp. Date
P-2024-36638	14 Cayuga Ave	Total roof tear off.	03/26/2024	03/26/2025
P-2024-36639	11 James Pl	Total roof tear off.	03/26/2024	03/26/2025
P-2024-36647	59 Lake Ave	Roof complete tear off and replacement as shown on contract	03/26/2024	03/26/2025
P-2024-36650	5200 Broadway St	Renovate an existing space for conversion to an ADA bathroom as shown on construction drawings.	03/27/2024	03/27/2025

Total Expired Permits: 4

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

Standardized NOTICE FORM for Providing 30-Day Advance Notice to a Local Municipality or Community Board

1. Date Notice Sent: April 2, 2025 1a. Delivered by: usps (United States postal Service)

2. Select the type of Application that will be filed with the Authority for an On-Premises Alcoholic Beverage License:
For premises outside the City of New York:

☐ New Application ☐ Removal ☐ Class Change (renewal)

For premises in the City of New York: (counties of Kings, New York, Bronx, Queens and Richmond):

☐ New Application ☐ New Application and Temporary Retail Permit ☐ Temporary Retail Permit ☐ Removal
☐ Class Change ☐ Method of Operation ☐ Corporate Change ☐ Renewal ☐ Alteration

For **New** and Temporary Retail Permit applicants, answer each question below using all information known to date
 For **Renewal** applicants, answer all questions

For **Alteration** applicants, attach a complete written description and diagrams depicting the proposed alteration(s)

For **Corporate Change** applicants, attach a list of the current and proposed corporate principals

For **Removal** applicants, attach a statement of your current and proposed addresses with the reason(s) for the relocation

For **Class Change** applicants, attach a statement detailing your current license type and your proposed license type

For **Method of Operation Change** applicants, although not required, if you choose to submit, attach an explanation detailing those changes

Please include all documents as noted above. Failure to do so may result in disapproval of the application.

This 30-Day Advance Notice is Being Provided to the Clerk of the Following Local Municipality or Community Board:

3. Name of Municipality or Community Board: Lancaster

Applicant/Licensee Information:

4. Licensee License ID (if applicable): 3107775 (serial) Expiration Date (if applicable): 04/30/2025

5. Applicant or Licensee Name: Longnecker's Inc.

6. Trade Name (if any): N/A

7. Street Address of Establishment: 3581 Warden Ave.

8. City, Town or Village: Lancaster, NY Zip Code: 14086

9. Business Telephone Number of applicant/ Licensee: (716) 684-7939

10. Business E-mail of Applicant/Licensee: longneckersbar@yahoo.com

11. Type(s) of alcohol sold or to be sold: ☐ Beer & cider ☐ Wine, Beer & Cider ☒ Liquor, Wine, Beer & Cider

12. Extent of Food Service: ☐ Full Food menu; full kitchen run by a chef/cook ☐ Menu meets legal minimum food requirements; food prep area required

13. Type of Establishment: Tavern

☐ Seasonal Establishment ☐ Juke Box ☐ Disc Jockey ☐ Recorded Music ☒ Karaoke

14. Method of Operation: (check all that apply) ☐ Live Music (give details i.e., rock bands, acoustic, jazz, etc.): _____

☐ Patron Dancing ☐ Employee Dancing ☐ Exotic Dancing ☐ Topless Entertainment

☐ Video/Arcade Games ☐ Third Party Promoters ☐ Security Personnel

☒ Other (specify): Tavern

15. Licensed Outdoor Area: ☒ None ☐ Patio or Deck ☐ Rooftop ☐ Garden/Grounds ☐ Freestanding Covered Structure
 (check all that apply) ☐ Sidewalk Cafe ☐ Other (specify): _____

OFFICE USE ONLY		
<input type="radio"/> Original	<input type="radio"/> Amended	Date _____

16. List the floor(s) of the building that the establishment is located on: First floor/basement-storage
17. List the room number(s) the establishment is located in within the building, if appropriate: main first floor
18. Is the premises located within 500 feet of three or more on-premises liquor establishments? ☐ Yes ☒ No
19. Will the license holder or a manager be physically present within the establishment during all hours of operation? ☐ Yes ☐ No
20. If this is a transfer application (an existing licensed business is being purchased) provide the name and ID number of the licensee:
- N/A Name N/A License ID Number
21. Does the applicant or licensee own the building in which the establishment is located? ☐ Yes (if YES, SKIP 23-26) ☐ No

Owner of the Building in Which the Licensed Establishment is Located

22. Building Owner's Full Name: Joanne Green Schneider
23. Building Owner's Street Address: _____
24. City, Town or Village: _____ State: _____ Zip Code: _____
25. Business Telephone Number of Building Owner: _____

Representative or Attorney Representing the Applicant in Connection with the Application for a License to Traffic in Alcohol at the Establishment Identified in this Notice

26. Representative/Attorney's Full Name: Mark Aquino
27. Representative/Attorney's Street Address: 32 Central Avenue
28. City, Town or Village: Lancaster State: New York Zip Code: 14086
29. Business Telephone Number of Representative/Attorney: (716) 681-1450
30. Business E-mail Address of Representative/Attorney: aquino law@gmail.com

I am the applicant or licensee holder or a principal of the legal entity that holds or is applying for the license. Representations in this form are in conformity with representations made in submitted documents relied upon by the Authority when granting the license. I understand that representations made in this form will also be relied upon, and that false representations may result in disapproval of the application or revocation of the license.

By my signature, I affirm - under **Penalty of Perjury** - that the representations made in this form are true.

31. Printed Principal Name: Joanne Green Schneider Title: Owner

Principal Signature:

Date:

Joanne Green Schneider
April 2, 2025



CARL E. HEASTIE
Speaker of the Assembly

THE ASSEMBLY
STATE OF NEW YORK
ALBANY

LISTED # 3
CORRESPONDENCE
DATE 4/14/2025

Room 932
Legislative Office Building
Albany, New York 12248
(518) 455-3791

March 31, 2025

Michael Stegmeier
Village Clerk Treasurer
Village of Lancaster
5423 Broadway
Lancaster, NY 14086

Dear Michael:

I am pleased to inform you that the Village of Lancaster has been selected to receive \$250,000 through the State and Municipal Facilities Program (SAM) for the purchase and installation of wayfinding signage and fire equipment. The Assembly's financial commitment to this project is the result of the efforts and support of Assemblywoman Monica P. Wallace, our former colleague. Prior to her departure from office, Assemblywoman Wallace had recommended that this project receive funding. She recognized how important the services you provide are to your community and knew that this grant would allow you to further your efforts.

In order for this designed project to receive funds through the State and Municipal Facilities Program, you must complete the enclosed application. The completed application should be returned to:

Chrysanthé T. Cholakis
Deputy Director of Budget Studies
New York State Assembly
Ways and Means Committee
Capitol Building, Room 409
Albany, NY 12248
cholakisc@nyassembly.gov

This application will be formally submitted by the Committee to the New York State Dormitory Authority (DASNY) as part of the necessary review process. The Dormitory Authority may require more detailed information in order for the grant contracting process to proceed, in which case DASNY staff will contact you directly.

If you have any additional questions about the process, please do not hesitate to contact me or Chrysanthé T. Cholakis of the Ways and Means Committee (518) 455-4056.

Sincerely,

CARL E. HEASTIE
Speaker

Enclosure



4
MEETING DATE 4/14/2025

April 8, 2025

William Schroeder, Mayor
Village Board of Trustees
Village of Lancaster
5423 Broadway
Lancaster, NY 14086

Re: ROAM
20 West Main St. Suite 500, Lancaster, NY 14086

Dear Mayor Schroeder & Village Trustees:

At its meeting on March 20, 2025, the Planning Commission reviewed the request submitted by the petitioner, Alyssa Jerge, and moved to recommend the Village to approve the Change in Use Application.

Should you have any questions regarding the Planning Commission's recommendation, please do not hesitate to call me at 716-864-0484.

Respectfully submitted,

Mike Reinhold
Chairperson, Planning Commission

MR/AMD

cc: Michael Stegmeier, Village Clerk & Treasurer
Wayne Cisco, Dept. of Public Works
Matt Fischione, Code Enforcement Officer
Eric Feldman, Lancaster Village Fire Chief
Alyssa Jerge, Petitioner



STED # 5
CORRESPONDENCE
MEETING DATE 4/14/2025

April 8, 2025

William Schroeder, Mayor
Village Board of Trustees
Village of Lancaster
5423 Broadway
Lancaster, NY 14086

Re: Big Papa's Creamery
20 West Main St. Suite 600, Lancaster, NY 14086

Dear Mayor Schroeder & Village Trustees:

At its meeting on March 20, 2025, the Planning Commission reviewed the request submitted by the petitioner, Kole Kingsland, and moved to recommend the Village to approve the Change in Use Application.

Should you have any questions regarding the Planning Commission's recommendation, please do not hesitate to call me at 716-864-0484.

Respectfully submitted,

Mike Reinhold
Chairperson, Planning Commission

MR/AMD

cc: Michael Stegmeier, Village Clerk & Treasurer
Wayne Cisco, Dept. of Public Works
Matt Fischione, Code Enforcement Officer
Eric Feldman, Lancaster Village Fire Chief
Kole Kingsland, Petitioner

LISTED # 6
CORRESPONDENCE
MEETING DATE 4/14/2025



Village of Lancaster

Phone 716-683-1028
Fax 716-683-1029

www.lancastervillageny.gov

Department of Public Works

Village of Lancaster Board of Trustees
Attn: Michael Stegmeier
5423 Broadway
Lancaster, NY 14086

April 9, 2025

RE: 2025 Re-Leaf Workshop – Electrical Hazard Awareness Training

Honorable Members of the Village Board,

I am formally requesting to send Brian Lubkowski and Matthew Marschner to the 2025 Re-Leaf Workshop on May 1, 2025. This training will be held in Rochester, NY from 9:00 AM until 3:00 PM and will cover topics to assist our employees in reducing exposure to electrical connections during tree crew duties. The cost will be \$70.00 for each employee attending this training for a total of \$140.00.

If you have any questions or concerns, please contact me.

Thank you,

Wayne K. Cisco
Village of Lancaster
Superintendent of Public Works
(716) 683-1028 x 302

Electrical Hazard Awareness

2025 ReLeaf Workshop

MAY 1, 2025

Italian American Community Center
150 Frank Dimino Way
Rochester, NY 14624

Continuing education credits, pending approval:
ISA, Planning and Zoning, and TCIA

Finger Lakes ReLeaf Urban Forestry Workshop

This full day training will cover a range of safety-related topics essential for arborists working near energized overhead power lines. Attendees will receive a certificate of attendance that counts toward partial fulfillment of the OSHA and Z133 training requirements for arborists working 10 feet or closer to energized conductors. This workshop will NOT satisfy EHAP certification.

The workshop will cover:

- How electricity works and basic terminology,
- Recent incidents involving tree workers and electrical conductors,
- Current standards and regulations,
- Electrical hardware identification,
- Estimating nominal voltage and the importance of doing so, and
- Work practices to reduce exposure.

25 MILLION TREES INITIATIVE

Help New York State meet its goal of planting 25 million trees by 2033! If you've planted a tree since January 1, 2024, scan the QR code to enter it into the Tree Tracker. Visit on.ny.gov/25milliontrees for more information.



Program Details

Check-in begins at 8:30 AM.

Program begins at 9:00 AM and runs until 3 PM.

Lunch is provided.

Program Speakers

Dr. John Ball – Professor of Forestry, South Dakota State University

More Information

For program information:

- Gary Koplun – garrett.koplun@dec.ny.gov

For registration information:

- urbanforestry@dec.ny.gov

For information on the Urban and Community Forestry (UCF) Program:

- on.ny.gov/DECurbanforestry

Electrical Hazard Awareness

To register for the May 1 workshop, visit:
nysufc.org/releaf-workshops/.

Workshop Cost

General public: \$85

Member* rate: \$70

(*Member of a ReLeaf Committee or member of the NYS Urban Forestry Council)

Registration closes: April 23, 2025

Space is limited! If you must cancel, please email urbanforestry@dec.ny.gov.

Payment

Payment online during registration with a credit card is preferred, or you may mail a check or voucher after registering online.

If you need an invoice, please contact urbanforestry@dec.ny.gov after registering.

Payments are processed by the NYS Urban Forestry Council. Issues or questions with payments? Contact admin@nysufc.org

**If paying by check, make it payable to:
NYS Urban Forestry Council.**

New York's Community Forestry Partners

New York ReLeaf

ReLeaf is a statewide program managed by the New York State Department of Environmental Conservation's (DEC) UCF Program in partnership with NYS Urban Forestry Council (NYSUFC). ReLeaf brings together professionals and others to share information about our community forests and how to improve them. Volunteer members of ReLeaf include interested citizens, forestry professionals, representatives of environmental not-for-profits, local government officials, and municipal staff.

New York State Urban Forestry Council

NYSUFC is a not-for-profit organization that advises and assists DEC's UCF Program in the implementation of statewide urban and community forestry programs.

Funding for DEC's UCF Program and the NYSUFC, including ReLeaf, is provided in part by a grant from the USDA Forest Service.



**Department of
Environmental
Conservation**



**New York
ReLeaf**



**NEW YORK STATE
URBAN FORESTRY COUNCIL**

These institutions are equal opportunity providers.

4255

«first_name» «last_name»
«title»
«org»
«street»
«city», «state» «zip_4»



Village of Lancaster

Department of Public Works

Phone 716-683-1028
Fax 716-683-1029

www.lancastervillageny.gov

LISTED # 7
CORRESPONDENCE
MEETING DATE 4/14/2025

Village of Lancaster Board of Trustees
Attn: Michael Stegmeier
5423 Broadway
Lancaster, NY 14086

April 9, 2025

RE: Bring Your Child to Work Day 2025

Honorable Members of the Village Board,

I am formally requesting to host the annual Bring Your Child To Work Day on Thursday, April 24, 2025. I have attached the sign-up sheet we posted to determine an estimated number of children on-site at the Department of Public Works Building.

If you have any questions or concerns, please contact me.

Thank you

Wayne K. Cisco
Village of Lancaster
Superintendent of Public Works
(716) 683-1028 x 302

BRING YOUR CHILD TO WORKDAY

Thursday, April 24, 2025

Need to know
by Friday
4/11/25

PLEASE SIGN BELOW IF YOU ARE PLANNING ON BRINGING YOUR CHILDREN TO WORK.

ALSO IDENTIFY THE NUMBER OF CHILDREN IN ATTENDANCE:

Brian Wkask
2

[Redacted]

James M
1090 Am
+ 1

M. Golder
2

[Redacted]

Ashley D.
1

Jeelig
1 MAYBE 2

Nicole K.
1

RESOLUTIONS

April 14, 2025

	1 st Motion	2 nd Motion	
1.	_____	_____	Resolution to adopt and renew the pledge to designate the Village of Lancaster as a Pro Housing Community as presented for the purpose of continuing certification through the New York State Pro-Housing Communities Program which is required to be eligible for specific discretionary funding grants.
	ACTION -	Approved Denied Refer to:	
2.	_____	_____	Resolution to accept the MS4 Annual Report / Interim Progress Certification as prepared by William Schutt as Village Engineer and filed with NYS Department of Environmental Conservation on March 31, 2025.
	ACTION -	Approved Denied Refer to:	
3.	_____	_____	
	ACTION -	Approved Denied Refer to:	
4.	_____	_____	
	ACTION -	Approved Denied Refer to:	
5.	_____	_____	
	ACTION -	Approved Denied Refer to:	
6.	_____	_____	
	ACTION -	Approved Denied Refer to:	
7.	_____	_____	
	ACTION -	Approved Denied Refer to:	
8.	_____	_____	
	ACTION -	Approved Denied Refer to:	
9.	_____	_____	
	ACTION -	Approved Denied Refer to:	
10.	_____	_____	
	ACTION -	Approved Denied	

RESOLUTION No: [INSERT RESOLUTION NUMBER]

[Member of highest body of elected officials] _____ moved and [other member of highest body of elected officials] _____ seconded that

WHEREAS, the Village of Lancaster, NY (hereinafter “local government”) believes that the lack of housing for New York residents of all ages and income levels negatively impacts the future of New York State’s economic growth and community well-being;

WHEREAS, the housing crisis has negative effects at regional and local levels, we believe that every community must do their part to contribute to housing growth and benefit from the positive impacts a healthy housing market brings to communities;

WHEREAS, we believe that supporting housing production of all kinds in our community will bring multiple benefits, including increasing housing access and choices for current and future residents, providing integrated accessible housing options that meet the needs of people with sensory and mobility disabilities, bringing economic opportunities and vitality to our communities, and allowing workers at all levels to improve their quality of life through living closer to their employment opportunities;

WHEREAS, we believe that evidence showing that infill development that reduces sprawl and supports walkable communities has significant environmental and public health benefits; and

WHEREAS, we believe that affirmatively furthering fair housing and reducing segregation is not only required by law, but is essential for keeping our community strong and vibrant;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Village of Lancaster, NY in order to take positive steps to alleviate the housing crisis, adopts the Pro Housing Communities pledge, which will have us endeavor to take the following important steps:

1. Streamlining permitting for multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.
2. Adopting policies that affirmatively further fair housing.
3. Incorporating regional housing needs into planning decisions.
4. Increasing development capacity for residential uses.
5. Enacting policies that encourage a broad range of housing development, including multifamily housing, affordable housing, accessible housing, accessory dwelling units, and supportive housing.



New York State Pro-Housing Communities Program

The Pro-Housing Communities Program provides a certification program for local governments that are taking action to support housing growth to address the housing shortage throughout the State. Obtaining certification is now required to be eligible for specific discretionary funding grants.

Program Overview

There are two options for certification in the Pro-Housing Community program.

Option 1:

Communities that can show that their housing permitting has increased by a set percentage in the last year or in aggregate of the last three years will submit that permitting documentation (planning and building permits) to be considered for designation. In addition, these communities will be required to submit documentation on their zoning code, zoning map, and last five years of housing permitting, including planning, zoning, site plans, and building permits.

Option 2:

Communities that have not yet seen housing growth can also achieve Pro-Housing Communities designation. A community can take the following actions to achieve certification: 1) pass a resolution stating their commitment to Pro-Housing principles, and 2) submit documentation on their zoning code, zoning map, and last five years of housing permitting, including planning, zoning, site plans, and building permits. ← *

Submission Timeline and Renewals

Initial Designation

Submissions are accepted on a rolling basis. HCR will provide a determination of certification within 90 days of a complete submission.

Designation Renewals

After the original designation, municipalities must submit annual information including building permits data by the end of Q1 of the following year (March 31) in order to maintain their Pro-Housing Community designation.

Deadline for notifying grant agencies

HCR will provide a list of all qualifying municipalities to the agencies on the list of eligible grants prior to the grant submission deadlines. Municipalities should include their designation, if received, in their applications for the eligible grants.

Eligible Grant Programs

The programs currently using the Pro-Housing Communities designation include:

- Downtown Revitalization Initiative (DRI) – Department of State
- NY Forward program – Department of State
- NY Main Street program – Homes and Community Renewal
- Regional Council Capital Fund – Empire State Development
- Market New York (capital grants only) – Empire State Development
- Long Island Investment Fund (LIIF) – Empire State Development
- Mid-Hudson Momentum Fund – Empire State Development
- Public Transportation Modernization Enhancement Program (MEP) – Department of Transportation
- Additional programs may be added in the future

Only municipal applicants are eligible for the Pro-Housing Communities certification. Nonprofit or other entities may still apply for grants from the above programs if they qualify.

For More Information

If you have additional questions about the Pro-Housing Communities program, visit our website at <https://hcr.ny.gov/pro-housing-community-program>.

To reach the Pro-Housing team, you can send an email to prohousing@hcr.ny.gov.

1. SUBMISSION REQUIREMENTS: OPTION 1

- ☐ Letter of Intent from authorized representative of the municipality
- ☐ Zoning map file in a format readable by standard GIS software (shapefile, etc)
- ☐ Zoning code summary (Excel template from HCR site)
- ☐ Housing Planning and Building Permit information from prior five years (2018-2022; Excel template from HCR site)
- ☐ Documentation that the locality's housing stock has increased by 1% (MTCD counties) or by 0.33% in the remaining NYS counties over the past year (Excel template from HCR site) **OR**
- ☐ Documentation that in the last three years, the aggregate growth of the housing stock relative to the 2020 US Census was 3% (MTCD counties) or 1% in upstate counties (Excel template from HCR site)

2. SUBMISSION REQUIREMENTS: OPTION 2

- ☐ Letter of Intent from authorized representative of the municipality
- ☐ Executed Pro-Housing Community Resolution by relevant governing body (town/village council, board, etc)
- ☐ Zoning map file in a format readable by standard GIS software (shapefile, etc)
- ☐ Zoning code summary (Excel template from HCR site)
- ☐ Housing Planning and Building Permit information from prior five years (2018-2022; Excel template from HCR site)

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Water, Bureau of Water Permits
625 Broadway, Albany, New York 12233-3505
P: (518) 402-8111 | F: (518) 402-9029
www.dec.ny.gov

MS4 Operator Certification Form for eReports
SPDES General Permit for
Stormwater Discharges From
Municipal Separate Storm Sewer Systems (GP-0-24-001)

Instructions

As required by Part V.B.2. and Part V.B.3. of GP-0-24-001, the MS4 Operator must submit the Annual Report and the Interim Progress Certification, respectively. As stated in Part V.B.5. of GP-0-24-001, all reports must be signed in accordance with Part X.J. of GP-0-24-001.

MS4 Operator Name: Village of Lancaster

Permit ID: NYR20A 253

eReport Submission Number: HQ9-V2X3-Z9C8T

MS4 Operator Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name (please print or type)

Lynne T. Ruda

Title

Village Mayor

Signature

Lynne T. Ruda

Date

3/30/2025



Department of
Environmental
Conservation

MS4 Annual Report/Interim Progress Certification—2025



Alternate Identifier NYR20A253 **Submission** HQ9-V2X3-Z9C8T **Revision** 1 **Form Version** 1.0

Review

This step allows you to review the whole form to confirm the information is accurate and complete, prior to certification and submission. If any responses are marked with errors, please use the navigation pane to the left or the arrow above to return to previous sections of the form. Once there, you can edit your responses and correct any missing or invalid fields.

Please note: Information you have entered into the form will not be visible to NYSDEC staff until you complete the 'Certify and Submit' step.

MS4 OPERATOR INFORMATION

Municipality Name or Legal Entity Name

Village of Lancaster

Permit ID #:

NYR20A253

MS4 Operator Type

Traditional land use control

Traditional Land Use Control

Village

Traditional Land Use Control

Traditional land use control MS4 Operator requirements are found in Part VI of the MS4 General Permit.

Legal Municipal/Entity Mailing address

5423 Broadway

Lancaster NY 14086

Erie

Ranking Official

Official Title	First and Last Name	Phone	Email
Mayor	Lynne Ruda	716-683-2105	lruda@lancastervillage.org

Report Preparer

Report Preparer Title	First and Last Name	Phone	Email
Contract Engineer	William Schutt	716-683-5961	wschutt@wmschutt.com

Stormwater Program Coordinator

Coordinator Title	First and Last Name	Phone	Email
Stormwater Program Coordinator	William Schutt	716-683-5961	wschutt@wmschutt.com

PART IV

Was the information in this section completed as part of a coalition/group?

Yes

MS4 General Permit Resources

Use the following webpages for more information on the permit and fact sheet:

MS4 Permit Webpage 

MS4 Toolbox 

SWMP Plan

Annually: Have the alternative implementation agreements in the SWMP Plan been updated? (Part IV.A.1.e.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

The Western NY Stormwater Coalition's current 5 year Memorandum of Agreement ends 12/31/2025; updates will be addressed prior to finalizing

Annually: Has the SWMP been updated? (Part IV.B.3.)

Yes

Mapping

Annually: Has the comprehensive system mapping been updated? (Part IV.D.)

Yes

What tools are used to satisfy the comprehensive system mapping requirements? (e.g. paper maps, GIS, web mappers, etc.)

GIS

Within three (3) years of the EDC: Has Phase I of the comprehensive mapping been completed? (Part IV.D.2.a.)

No

Please clarify the reason for selecting "No" for this item.

Compliance deliverable is not due

Within five (5) years of the EDC: Has Phase II of the comprehensive mapping been completed? (Part IV.D.2.b.)

No

Please clarify the reason for selecting "No" for this item.

Compliance deliverable is not due

Legal Authority

Within three (3) years of the EDC: For newly designated MS4 Operators, has adequate legal authority been developed and implemented? (Part IV.E.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Not a newly designated MS4 Operator

Please enter any comments related to the questions in this section below:

None Specified

PART V

In Year 5: Has the SWMP Plan been evaluated? (Part V.C.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

PART VI

Which MCMs in this Part were completed as a coalition/group, if any?

None Specified

Minimum Control Measure 1

Within three (3) years of the EDC: Have the focus areas been identified? (Part VI.A.1.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Have the target audience(s) and associated pollutant generating activities been identified? (Part VI.A.1.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Have the education and outreach topics been identified and how the education and outreach topics will reduce the potential for pollutants explained? (Part VI.A.1.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Has the method(s) used for distribution of educational messages been identified? (Part VI.A.2.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Has one educational message been delivered to each target audience(s) for each focus area based on the education and outreach topic(s)? (Part VI.A.2.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Have target audiences, focus areas, and/or education and outreach topics been updated? (Part VI.A.2.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Please enter any comments related to the questions in this section below:

None Specified

Minimum Control Measure 2

Annually: Has an opportunity for public involvement/participation in the development and implementation of the SWMP been provided? (Part VI.B.1.a.)

Yes

What was the opportunity for public involvement/participation in the SWMP?

Public hearings or meetings

Annually: Has the public been informed about the opportunity for their involvement in the development and implementation of the SWMP and how they can get involved? (Part VI.B.1.b.)

Yes

What is the method(s) used for distribution to inform the public of the opportunity for involvement?

Electronic materials (e.g., websites, email listservs)

Displays in public areas (e.g., town halls, library, parks)

Annually: Has an opportunity to review and comment on the publicly available SWMP Plan been provided? (Part VI.B.2.a.)

Yes

Annually: Has an opportunity to review and comment on the draft annual report been provided? (Part VI.B.2.b.i.)

Yes

What opportunity for review and comment on the draft annual report has been provided?

Presentation of the draft Annual Report

Annually: Have the comments received on the SWMP Plan been summarized? (Part VI.B.2.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

0

Annually: Have the comments received on the draft annual report been summarized? (Part VI.B.2.c.i.)

Yes

How many comments were received on the draft annual report?

1

Please enter any comments related to the questions in this section below:

None Specified

Minimum Control Measure 3

Within three (3) years of the EDC: Has an inventory of monitoring locations been developed? (Part VI.C.1.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Has the monitoring location inventory been updated? (Part VI.C.1.c.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Have monitoring locations been prioritized? (Part VI.C.1.d.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Has the monitoring location prioritization been updated? (Part VI.C.1.d.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within two (2) years of the EDC: Has a monitoring locations inspection and sampling program been developed and implemented? (Part VI.C.1.e.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Have all the monitoring locations been inspected? (Part VI.C.1.e.i.a))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

How many monitoring locations have been inspected?

0

In Year 5: Has training on the MS4 Operator's monitoring locations inspection and sampling procedures been provided? (Part VI.C.1.e.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received monitoring locations inspection and sampling training been updated? (Part VI.C.1.e.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the monitoring locations inspection and sampling procedures been updated? (Part VI.C.1.e.iv.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within two (2) years of the EDC: Has an illicit discharge track down program been developed and implemented? (Part VI.C.2.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's illicit discharge track down procedures prior to conducting illicit discharge track down been provided? (Part VI.C.2.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge track down procedures training been updated? (Part VI.C.2.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the illicit discharge track down procedures been reviewed and updated? (Part VI.C.2.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within two (2) years of the EDC: Has an illicit discharge elimination program been developed and implemented? (Part VI.C.3.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's illicit discharge elimination procedures prior to conducting illicit discharge elimination been provided? (Part VI.C.3.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received illicit discharge elimination procedures training been updated? (Part VI.C.3.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Have the illicit discharge elimination procedures been reviewed and updated? (Part VI.C.3.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Please enter any comments related to the questions in this section below:

None Specified

Minimum Control Measure 4

Within one (1) year of the EDC: Has a construction oversight program been developed and implemented? (Part VI.D.3)

Yes

In Year 5: Has training on the MS4 Operator's construction oversight procedures prior to conducting construction oversight been provided? (Part VI.D.3.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 2, Year 3, Year 4, and Year 5: Have the names, titles, and contact information for the individuals who have received construction oversight procedures training been updated? (Part VI.D.3.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 2, Year 3, Year 4, and Year 5: Have the construction oversight procedures been reviewed and updated? (Part VI.D.3.e.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Annually: Has the inventory of construction sites been updated? (Part VI.D.4.b.)

Yes

How many construction sites are on the inventory?

0

Within one (1) year of the EDC: Have construction sites been prioritized? (Part VI.D.5.a.)

Yes

How many high priority construction sites are on the inventory?

0

In Year 2, Year 3, Year 4, and Year 5: Has the construction site prioritization been updated? (Part VI.D.5.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Have the individuals responsible for reviewing SWPPPs for acceptance received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting SWPPP reviews and/or approvals? (Part VI.D.6.a.i.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for reviewing SWPPPs been updated? (Part VI.D.6.d.)

Yes

Are pre-construction meetings conducted prior to the commencement of construction activity? (Part VI.D.7.)

Yes

Within three (3) years of the EDC: Have the individuals responsible for construction site inspections received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity prior to conducting construction site inspections? (Part VI.D.8.a.i.)

Yes

Annually: Have all sites with construction activity identified in the inventory been inspected during active construction after the pre-construction meeting, or sooner if deficiencies are noted that require attention? (Part VI.D.8.c.)

Yes

Annually: Have the names, titles, and contact information for the individuals who have received four (4) hours of Department endorsed training in proper erosion and sediment control principles from a Soil & Water Conservation District, or other Department endorsed entity, for individuals responsible for construction site inspections been updated? (Part VI.D.8.d.)

Yes

Are final construction site inspections conducted? (Part VI.D.9.)

Yes

Please enter any comments related to the questions in this section below:

None Specified

Minimum Control Measure 5

Annually: Has the inventory of post-construction SMPs been updated? (Part VI.E.2.c.)

Yes

How many post-construction SMPs are on the inventory?

0

Within five (5) years of the EDC: Have the required components been included in the post-construction SMP inventory? (Part VI.E.2.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within one (1) year of the EDC: Has a post-construction SMP inspection and maintenance program been developed and implemented? (Part VI.E.4.)

Yes

Has each post-construction SMP identified in the inventory been inspected at the required frequency? (Part VI.E.4.a.)

Yes

In Year 5: Has training on the MS4 Operator's post-construction SMP inspection and maintenance procedures prior to conducting post-construction SMP inspection and maintenance been provided? (Part VI.E.4.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Annually: Have names, titles, and contact information for the individuals who have received post-construction SMP inspection and maintenance procedures training updated? (Part VI.E.4.c.)

Yes

In Year 2, Year 3, Year 4, and Year 5: Have the post-construction SMP inspection and maintenance procedures been reviewed and updated? (Part VI.E.4.d.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Please enter any comments related to the questions in this section below:

None Specified

Minimum Control Measure 6

Within three (3) years of the EDC: Have best management practices (BMPs) been incorporated into the municipal facility program and municipal operations program? (Part VI.F.1.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has a municipal facility program been developed and implemented? (Part VI.F.2.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's municipal facility procedures prior to conducting municipal facility procedures been provided? (Part VI.F.2.a.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal facility procedures training been updated? (Part VI.F.2.a.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Have the municipal facility procedures been updated? (Part VI.F.2.a.iv.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within two (2) years of the EDC: Has a municipal facility inventory been developed? (Part VI.F.2.b.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 3, Year 4, and Year 5: Has the municipal facility inventory been updated? (Part VI.F.2.b.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Have the municipal facilities been prioritized? (Part VI.F.2.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Has the municipal facility prioritization been updated? (Part VI.F.2.c.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within five (5) years of the EDC: Has a municipal facility specific SWPPP for each high priority municipal facility been developed? (Part VI.F.2.d.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

How many municipal facility specific SWPPPs for high priority municipal facilities have been developed?

0

In Year 5: Has all wet weather visual monitoring of the monitoring locations at all high priority municipal facilities been conducted? (Part VI.F.2.d.ii.a))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

At how many high priority municipal facilities was wet weather visual monitoring completed?

0

At how many monitoring locations was wet weather visual monitoring completed?

0

In Year 5: Has a comprehensive site assessment for each high priority municipal facility been completed? (Part VI.F.2.d.ii.c))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

At how many high priority municipal facilities was a comprehensive site assessment completed?

0

In Year 5: Has a comprehensive site assessment for each low priority municipal facility been completed? (Part VI.F.2.e.ii.c))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

At how many low priority municipal facilities was a comprehensive site assessment completed?

0

Within three (3) years of the EDC: Has a municipal operations program been developed? (Part VI.F.3.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Has training on the MS4 Operator's municipal operations procedures prior to conducting municipal operations been provided? (Part VI.F.3.a.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Have the names, titles, and contact information for the individuals who have received municipal operations procedures training been updated? (Part VI.F.3.a.iii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 4 and Year 5: Have the municipal operations procedures been reviewed and updated? (Part VI.F.3.a.iv.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Have catch basins in need of inspection been identified? (Part VI.F.3.c.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has catch basin inspection information been inventoried? (Part VI.F.3.c.ii.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

In Year 5: Have all streets, bridges, parking lots, and right of ways been swept? (Part VI.F.3.d.i.a))

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

What percentage of the total streets, bridges, parking lots, and right of ways have been swept?

100

Annually: Have all streets in business districts and commercial areas been swept? (Part VI.F.3.d.i.b))

Yes

Within five (5) years of the EDC: Have roads, bridges, parking lots, and right of way maintenance specific BMPs been implemented? (Part VI.F.3.d.ii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Not Year 5

Within five (5) years of the EDC: Have winter road maintenance specific BMPs been implemented? (Part VI.F.3.d.iii.)

N/A

Please clarify the reason for selecting "No" or "N/A" for this item.

Not Year 5

Please enter any comments related to the questions in this section below:

None Specified

PART VIII

Does the MS4 Operator discharge to an impaired water listed in Appendix C of GP-0-24-001?

Yes

For which pollutant(s) is the waterbody impaired? Select the pollutants for all the impaired waters listed in Appendix C of GP-0-24-001 to which the MS4 Operator discharges.

Phosphorus

Pathogens

Silt/Sediment

Which requirements in this Part were completed as a coalition/group, if any?

None Specified

Phosphorus

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include MS4 infrastructure and sewershed information for each MS4 outfall and ADA MS4 outfall discharging to a phosphorus impaired water listed in Appendix C? (Part VIII.A.1.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include the listed items for each MS4 outfall discharging to a phosphorus impaired water listed in Appendix C? (Part VIII.A.1.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include ADA MS4 outfalls discharging to a phosphorus impaired water listed in Appendix C? (Part VIII.A.1.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 1

Twice a year, in Year 4 and Year 5: Have educational messages with information specific to phosphorus been provided? (Part VIII.A.2.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 3

Within five (5) years of the EDC: Has the number of each item listed in Part VIII.A.1.b. been included on the MS4 outfall inventory for each associated MS4 outfall? (Part VIII.A.4.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 4

How many high priority construction sites discharge to the phosphorus impaired water(s)?

0

Minimum Control Measure 6

In Year 4 and Year 5: Have all streets located in sewersheds discharging to phosphorus impaired segments been swept? (Part VIII.A.7.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

What percentage of streets located in sewersheds discharging to phosphorus impaired segments have been swept?

100

Silt/Sediment

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include MS4 infrastructure and sewershed information for each MS4 outfall and ADA MS4 outfall discharging to a silt/sediment impaired water listed in Appendix C? (Part VIII.B.1.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include facilities with SPDES permit coverage under the MSGP with stormwater discharges applicable under Sector C, E, L, or J with facility contact? (Part VIII.B.1.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include ADA MS4 outfalls discharging to a silt/sediment impaired water listed in Appendix C? (Part VIII.B.1.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 1

In Year 4 and Year 5: Have individuals involved in construction activity within the sewershed boundary been educated on the use of post-construction SMPs that are intended to collect and separate silt and sediment debris from stormwater before discharging to waters of the State? (Part VIII.B.2.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 3

Within five (5) years of the EDC: Has the number of each item listed in Part VIII.B.1.b. been included on the MS4 outfall inventory for each associated MS4 outfall? (Part VIII.B.4.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 4

How many high priority construction sites discharge to the silt/sediment impaired water(s)?

0

Minimum Control Measure 6

In Year 4 and Year 5: Have all streets located in sewersheds discharging to silt/sediment impaired segments been swept? (Part VIII.B.7.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

What percentage of streets located in sewersheds discharging to silt/sediment impaired segments have been swept?

100

Pathogens

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include MS4 infrastructure and sewershed information for each MS4 outfall and ADA MS4 outfall discharging to a pathogens impaired water listed in Appendix C? (Part VIII.C.1.a.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include the listed items for each MS4 outfall discharging to a pathogens impaired water listed in Appendix C? (Part VIII.C.1.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Within three (3) years of the EDC: Has the comprehensive system mapping been updated, in a geographic information system (GIS), to include ADA MS4 outfalls discharging to a pathogens impaired water listed in Appendix C? (Part VIII.C.1.c.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 1

In Year 4 and Year 5: Have educational messages with information specific to pathogens been provided? (Part VIII.C.2.b.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 3

Within five (5) years of the EDC: Has the number of each item listed in Part VIII.C.1.b. been included on the MS4 outfall inventory for each associated MS4 outfall? (Part VIII.C.4.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

Minimum Control Measure 6

In Year 4 and Year 5: Have all streets located in sewersheds discharging to pathogens impaired segments been swept? (Part VIII.C.7.a.i.)

No

Please clarify the reason for selecting "No" or "N/A" for this item.

Compliance deliverable is not due

What percentage of streets located in sewersheds discharging to pathogens impaired segments have been swept?

0

Within one (1) year of the EDC: Has the effectiveness of deterrents, population controls, and other measures that may reduce bird related pathogen contributions been evaluated? (Part VIII.C.7.b.iv.)

Yes

Within one (1) year of the EDC: Have dog waste receptacles been made available in areas where pets/domestic animals may frequent? (Part VIII.C.7.c.)

Yes

Please enter any comments related to the questions in this section below:

None Specified

PART IX

Does the MS4 Operator discharge to a TMDL listed in Table 3 of GP-0-24-001?

No


Please enter any comments related to the questions in this section below:


None Specified

INTERIM PROGRESS STATUS

Interim Progress Resources

Use the following webpages for more information on the permit and fact sheet:

MS4 Permit Webpage 

MS4 Toolbox 

Have you reviewed compliance items due within two years of EDC?

Yes

Have you reviewed compliance items due within three years of EDC?

Yes

Have you reviewed compliance items due within four years of EDC?

Yes

Have you reviewed compliance items due within five years of EDC?

Yes

Have you reviewed compliance items which need to be completed routinely (annually, every five (5) years, etc.)?

Yes

Please enter any comments related to the questions in this section.

None Specified

CERTIFICATION

The ranking elected official or Principal Executive Officer for the MS4 Operator will be signing the form.

Yes

As the Ranking Elected Official or Principal Executive Officer, please download the certification form using the link below. Complete and sign the certification. Then, upload the certification form to this Interim Progress Certification and/or Annual Report.

Certification Form 

Attach completed certification form.

No files uploaded

Comment

None Specified



At least one file is required.