

**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: July 28 (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. – Local Law – Fence Height Limitations Side Yard**
- X 11. MISCELLANEOUS**
- X 12. ADJOURNMENT**

NEXT SCHEDULED REGULAR MEETING

MONDAY, AUGUST 25, 2025

VILLAGE OF LANCASTER
NOTICE OF PUBLIC HEARING
TO BE HELD MONDAY, AUGUST 11, 2025

PLEASE TAKE NOTICE; That the Village of Lancaster Board of Trustees will conduct a public hearing in the Council Chambers of the Lancaster Municipal Building, 5423 Broadway, Lancaster, NY on Monday, August 11, 2025 at 7:15 PM to consider a local law amending §148-4 of Chapter 148 "Fences" to revise height limitations for fences in a side yard. The local law if adopted would increase from four feet to six feet the height of side yard fencing permitted for homes or buildings situated in a residentially zoned district.

The full text of the proposed local law may be reviewed at the Village of Lancaster website <https://lancastervillageny.gov> or during office hours at the office of the Village Clerk, Lancaster Municipal Building, 5423 Broadway, Lancaster, NY.

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

Michael E. Stegmeier
Village Clerk

Village of Lancaster Local Law _____ of the year 2025

A Local Law to amend §148-4 of Chapter 148 "Fences" to revise height limitations for fences in a side yard.

Whereas upon the recommendation of the Village Zoning Board of Appeals, the Village Board of the Village of Lancaster has resolved that height limitations for fences in a side yard should be diminished;

Now;

Be it enacted by the Village Board of the Village of Lancaster, New York as follows:

1) §148-4 of Chapter 148 "Fences" shall be amended to read as follows:

No fence shall be more than six feet in height at the rear yard or side yard of homes or buildings situated in a residentially zoned district, which fence shall not extend forward of the front building line of any existing or proposed building. No other fence or portions of a fence shall be higher than 36 inches in any front yard or, if within six linear feet of an egress window from a sleeping room, 48 inches in any side yard.

2) This local law shall become effective the 20th day following its enactment.

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, July 28, 2025, at 7:00 P.M.

MEETINGS TO DATE **10**
NO. OF REGULARS **7**
NO. OF SPECIALS **3**

Attendance:

		<u>Attended / Absent</u>
William C. Schroeder	Mayor	10 / 0
Tammie E. Malone Schaefer	Trustee/ Deputy Mayor	9 / 1
John Mikoley	Trustee	9 / 1
Deirdre A. Miller	Trustee	10 / 0
Gavin J. O'Brien	Trustee	10 / 0

Also Present:

Arthur A. Herdzik	Village Attorney
Michael E. Stegmeier	Clerk-Treasurer
Wayne Cisco	Superintendent of Public Works
Eric Feldmann	Fire Chief
Matthew Fischione	Town of Lancaster Supervising Code Enforcement Officer
Captain Jeffrey Smith	Town of Lancaster Police Department

WORK SESSION @ 6:00 P.M.

The Village Board entered into a confidential session for advisement by legal counsel with Attorney Herdzik, Clerk-Treasurer Stegmeier, and Superintendent Cisco at 6:45 p.m.

The confidential session with legal counsel ended at 7:00 p.m. There were no votes or action taken during the confidential session that would require entry into the minutes.

REGULAR MEETING @ 7:00 P.M.

Trustee O'Brien led the pledge to the flag.

ABSTRACT OF AUDITED VOUCHERS

Motion by **Trustee Miller** and seconded by **Trustee O'Brien** 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 7/15/2025 to 7/28/2025.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 124 claims were approved, and that all claims were paid against the:

GENERAL FUND -----in the amount of	\$	532,227.09
SEWER FUND -----in the amount of	\$	10,790.95
TRUST FUND -----in the amount of	\$	844.37
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 6/24/2025 To 7/14/2025

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

General Fund checks # 93144 through # 93244
Sewer Fund checks # 12278 through # 12287
Trust Fund checks # 2611 through # 2612

Adopted Resolution: **164** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

CORRESPONDENCE:

- 1) Correspondence from the Town of Lancaster Building Department providing a report of building permit applications, open complaints, inspections, and expired permits that were filed for properties within the Village of Lancaster from July 3, 2025 – July 17, 2025.

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

Adopted Resolution: **165** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 2) Correspondence from Captain Jeffrey D. Smith providing the results of a traffic survey on Clark Street which indicates that the speed of vehicles is being properly controlled by both the design of the road and the designated speed limit of 30 MPH.

Motion by Trustee O'Brien and seconded by Trustee Miller to receive and file this correspondence.

Adopted Resolution: **166** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 3) Correspondence from Mike Reinhold, Planning Commission Chairperson, recommending approval of the Change in Use application for Gregory and Michael Heist (Board in Buffalo), for property located at 231 Aurora Street, with the condition that the parking lot is restriped to mark the parking spots and loading zone, following review by the Commission at its July 17, 2025 meeting.

Motion by Trustee Mikoley and seconded by Trustee Malone Schaefer to approve the Change in Use application with the condition as stated per the recommendation of the Planning Commission.

Adopted Resolution: **167** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 4) Correspondence from Mike Reinhold, Planning Commission Chairperson, recommending approval of the Change in Use application for Thomas Gilmartin (Candlelight Glass Art), for property located at 19 Palmer Place, following review by the Commission at its July 17, 2025 meeting.

Motion by Trustee O'Brien and seconded by Trustee Miller to approve the Change in Use application as presented per the recommendation of the Planning Commission.

Adopted Resolution: **168** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 5) Correspondence from Mike Reinhold, Planning Commission Chairperson, recommending a negative declaration for SEQR for the KCE NY 10, LLC project located at 188 & 192 Erie Street indicating that the proposed action will not result in any significant adverse environmental impacts.

Motion by **Trustee Mikoley** and seconded by **Trustee O'Brien** to approve a negative declaration for SEQR for the KCE NY 10, LLC project per the recommendation of the Planning Commission following review of any comments submitted by interested and involved agencies.

Adopted Resolution: **169**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 6) Correspondence from Mike Reinhold, Planning Commission Chairperson, recommending approval of the Site Plan application submitted by petitioner Michael Carella on behalf of KCE NY 10, LLC, for property located at 188 & 192 Erie Street, following review by the Commission at its July 17, 2025 meeting.

Motion by **Trustee O'Brien** and seconded by **Trustee Mikoley** to approve the site plan as presented per the recommendation of the Planning Commission.

Adopted Resolution: **170**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

ACCEPTANCE OF MINUTES

Motion by **Trustee O'Brien** and seconded by **Trustee Miller** to accept the minutes of the July 14, 2025 regular meeting.

Adopted Resolution: **171**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

RESOLUTIONS:

Motion by **Trustee O'Brien** and seconded by **Trustee Mikoley** to approve the following resolution:

Whereas on July 22, 1974, at the time of the closeout of the Lancaster Urban Renewal Project, the Lancaster Village Board assigned Linus G Eck, then Village Clerk Treasurer of the Village of Lancaster, responsibility to supervise the disposal of the land titled to the Lancaster Urban Renewal Agency; and

Whereas, to date, certain lands have apparently not yet been so disposed;

It is hereby moved that this Village Board ratify and effectuate the July 22nd, 1974, resolution of the Village Board and authorize the current Village Clerk Treasurer Michael E. Stegmeier to transfer to the Village of Lancaster, by quit claim deed, any and all land which may still be titled to the Lancaster Urban Renewal Agency.

Adopted Resolution: **172**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Miller** and seconded by **Trustee Mikoley** to schedule a public hearing on Monday, August 11, 2025, at 7:15 p.m. to consider a local law to revise height limitations for fences in a side yard.

Adopted Resolution: **173** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Miller** and seconded by **Trustee O'Brien** authorizing Mayor Schroeder to sign and approve a Client Services Agreement with Arthur J. Gallagher Risk Management Services, LLC in the amount of \$8,250.00 for loss control consultation services with the Village of Lancaster Safety Committee for the period from 9/1/2025 to 8/31/2026.

Adopted Resolution: **174** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Miller** and seconded by **Trustee O'Brien** authorizing Mayor Schroeder to sign and approve a Service Agreement with BPAS Actuarial and Pension Services, LLC for the completion of a GASB 75 Alternative Measurement Valuation report for the fiscal year ended May 31, 2025 as required for the annual audit of the financial statements and NYS reporting.

Adopted Resolution: **175** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Mikoley** and seconded by **Trustee O'Brien** to accept and approve the Annual Report to the NYS Department of Environmental Conservation as prepared by Watts Architects & Engineers and required per the Order on Consent to be submitted on or before July 31st of each year.

Adopted Resolution: **176** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Miller** and seconded by **Trustee Malone Schaefer** to appoint Stephen Gaglione to permanent status as Laborer for the Department of Public Works per the recommendation of Superintendent Cisco and following the successful completion of his six-month probationary period effective as of August 3, 2025.

Adopted Resolution: **177** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Malone Schaefer** and seconded by **Trustee Mikoley** to promote and appoint Anthony Guarino III to the position of Motor Equipment Operator for the Department of Public Works per the recommendation of Superintendent Cisco to fill a vacancy in this position due to a recent retirement.

Adopted Resolution: **178** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee Mikoley** and seconded by **Trustee Malone Schaefer** to appoint the following individuals as Laborers for the Department of Public Works on a probationary basis per the terms of the collective bargaining agreement:

- | | | |
|----------------|--------------------|----------------------|
| - Paul Rath | 80 Kurtz Avenue | Start Date 7/29/2025 |
| - Carson Burke | 89 Laverack Avenue | Start Date 8/11/2025 |

Adopted Resolution: **179**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by **Trustee O'Brien** and seconded by **Trustee Miller** to award the contract for the purchase of 128 bare root trees for the Fall 2025 tree planting as funded through the USDA Tree Grant to Chestnut Ridge Nursery, Inc. in the amount of \$9,690.00 as the lowest responsible bidder.

Adopted Resolution: **180**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

AUDIENCE PARTICIPATION:**Mike Wehner – 35 Garfield Street:**

He requested a traffic study in the area of Broadway Street, N. Aurora Street, Aurora Street, St. Mary's Street, St. John Street, and Garfield Street. He noted that since the installation of the roundabouts, there has been a change in the traffic pattern creating a hazard near the intersection of Broadway and Aurora. This safety concern extends from the roundabout at Pleasant Avenue all the way down to Garfield Street on the other side of Broadway. He would like the Village Board to consider left-hand turn signals and turning lanes at intersections to help alleviate the concerns where vehicles are having to navigate areas with backed up traffic and limited visibility while making left-hand turns from side streets.

COMMITTEE REPORTS & FOLLOW UPS:**➤ FINANCE & CLAIMS – Trustees Miller & O'Brien**

A draft fund balance policy is in the board packet for review. This policy would bring the Village of Lancaster in line with other municipalities and set guidelines for how we should be managing our fund balance going forward. He'd like to approve this policy at the next meeting and asked other board members to reach out with any questions prior to that meeting.

Clerk-Treasurer Stegmeier calculated the estimated impact on the tax rate for each of the potential upgrade options for LOSAP. Trustee O'Brien advised the Board to take the time to review it before having discussions at a future date.

Trustee Miller reported that she is now up to speed on the history of the paper streets that were recently purchased from Erie County. The Village is waiting on survey to be completed to proceed with next steps.

➤ PUBLIC WORKS – Trustee Mikoley

No report.

➤ PUBLIC SAFETY – Mayor Schroeder

A potential crosswalk for the intersection at Central Avenue & W Drullard Avenue will be addressed as part of the TAP project.

Clark Street – The results of a speed survey by the Lancaster Police Department were received and it was determined that the current conditions are appropriate. There was discussion regarding consideration of making Clark Street a one-way street based on difficulty turning onto Central Avenue, especially at high volume times such as during events. However, it was noted that changing to a one-way street could then result in higher speeds. Another alternative would be "no left turn" from Clark Street onto Central Avenue.

➤ **BUILDING, LIGHTS & CODES** – Trustee Mikoley

He thanked the Zoning Board of Appeals and member Andrew Debbins for the proposal to change the fence height regulation within the Code proactively based on their experiences.

He will distribute a draft of a model law for Battery Energy Storage Systems for review to the Village Board, Zoning Board, and Planning Commission for comments and feedback. He will then schedule a public hearing to consider the model law for adoption within the Village Code.

81 4th Avenue – M&T Bank has started the process for foreclosure of the property. The bank is now maintaining the property throughout the process.

He is working to coordinate with food trucks participating at events to make sure that they have a mobile food vending permit as required by the Village Code.

➤ **HUMAN RESOURCES** – Trustee Malone Schaefer

She reviewed the process for filling the 2 vacant Laborer positions at DPW earlier in the meeting due to a recent retirement and resignation.

➤ **COMMUNITY EVENTS** – Trustee Malone Schaefer

Chris Welch, CEO of the East Aurora Music Fest, attended the work session prior to the meeting to discuss expansion of its charity event into the Village of Lancaster. The event would include coordination and efforts from emergency services and merchants. He reviewed the process for how the event works, and the group would pay for all ancillary services including cleanup after the event.

The planned event date for Music Fest is September 27th and the application was submitted to Trustee Malone Schaefer. The application will be placed in committee and reviewed through the normal process.

Motion by **Trustee Malone Schaefer** and seconded by **Trustee Mikoley** to approve the event application for Volunteer Recognition Day as presented.

Adopted Resolution: **181** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

She thanked Julie Curtis for her assistance with the recent Garden Walk.

The Renaissance Faire run by the merchants will take place on Saturday, August 2nd.

The Village Fall Fest is scheduled for Saturday, September 20th.

➤ **ECONOMIC DEVELOPMENT** – Mayor Schroeder

No report.

➤ **SEWER** – Trustee Mikoley

A committee meeting was held on July 17th. They reviewed the inspection process and discussed how to address properties that failed. DPW will maintain a database of these properties that failed inspection and address the violations at the point-of-sale when the property is sold in the future.

He discussed work done by contractors to replace sewer laterals which involves work in the street and the lack of recourse to the Village if the street is not repaired properly after the project is completed. He suggested that the Board should consider a change in the Village Code to strengthen the language and hold the contractors accountable in this situation.

Shawn Marshall from Watts Architects & Engineers attended the work session / meeting and provided a report and update on services to the Village.

- He discussed a process for testing a sump pump for ammonia that would show if there is a cross-connection between the sanitary sewer and storm sewer systems.
- The Order on Consent letter will be submitted to NYSDEC tomorrow.
- The annual meeting with NYSDEC is tentatively scheduled for August 19th at 3:00 p.m.
- The 2025 post-construction compliance report and flow analysis to be submitted by September 1st.

➤ **GRANTS – Trustee O’Brien**

Plum Bottom Creek Culvert - PHASE 1 (BridgeNY Grant)

A motion was approved tonight to transfer property to the Village of Lancaster needed for this project. Deputy Attorney Mark Aquino is working on a quitclaim deed which the resolution authorizes Clerk-Treasurer Stegmeier to sign. C&S Engineers is reviewing the proposed easement for 46 Central Avenue.

USDA Forest Service Tree Planting (Federal) Grant

Resolution was approved tonight to move forward with the purchase of 128 trees for the fall planting.

NY Forward – LMB Pocket Park

The NYS grant contract approval is still in process. We were notified today that the contract has passed initial review. The expectation is approximately 2 months for execution by NYS.

TAP – Central Ave Streetscape Broadway to Walden

There was a meeting with DiDonato Associates today to review the scope and timeline for the project.

Consolidated Funding Application (CSC / WQIP)

Applications have been submitted for both of these grants. Thank you to all of the work done by Amy Stypa, Lori Szewczyk from ECIDA, Watts Engineers, and others to get these applications completed. An additional thank you to those who wrote letters of support for the CSC solar panel grant.

Community Development Block Grants (CDBG)

He would like to schedule a work session to discuss potential project ideas for the upcoming application. He suggested meeting at 5:30 p.m. on August 11th before the next board meeting.

Motion by **Trustee O’Brien** and seconded by **Trustee Mikoley** to schedule a work session in Council Chambers on Monday, August 11, 2025, at 5:30 p.m. to discuss project ideas for the Community Development Block Grant (CDBG) application to be submitted this fall.

Adopted Resolution: **182**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O’Brien

➤ **TECHNOLOGY & MARKETING** – Trustee Miller

We are working to set up a time with Robert Mark Audio over the next few weeks to create the YouTube account for livestreaming.

She has walked the village to meet business owners and request contact information to develop a database for communication purposes. The merchants have been very receptive to this process.

➤ **CLIMATE SMART** – Trustee O'Brien

Motion by Trustee O'Brien and seconded by Trustee Miller to approve the Village of Lancaster to join as a member of the New York State Association of Conservation Commissions (NYSACC) at an annual cost of \$75.00, and further to nominate Amy Stypa to serve on the NYSACC Board of Directors as a representative of Region 9 and the Village of Lancaster.

Adopted Resolution: **183** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

A tree dedication for Audrey Hamernik took place last Saturday and was truly meaningful. Thank you to Amy Stypa and Tom Sweeney for organizing the event. Thank you to Mayor Schroeder and Mayor Peterson, Karen Howard from Senator Gallivan's Office, and everyone else who joined us.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:
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➤ **SUPERINTENDENT OF PUBLIC WORKS** – Wayne Cisco

He will be talking with Watts Engineers later this week to schedule smoke testing dates for August.

Paving of streets has been completed for this year.

➤ **CLERK - TREASURER** – Michael E. Stegmeier

He is preparing for the annual audit for the fiscal year ended May 31, 2025. Field work is expected to take place in mid-September.

He noted that the loss control representative from Gallagher Insurance normally attends the Safety Committee meetings and had inquired as to when the next meeting will be scheduled. Mayor Schroeder indicated that these meetings would resume in September.

➤ **FIRE CHIEF** – Eric Feldmann

He reviewed award winners from the department who were recognized by local fire service organizations.

He noted that 2 firefighters from the department will be recognized as "Firefighter of the Day" at the upcoming Erie County Fair in August.

➤ **TOWN BUILDING DEPARTMENT** – Matt Fischione

He reviewed statistics regarding fire safety and property maintenance inspections including food trucks and special event permits. They are on track with historical numbers, but he wants to see more buildings inspected than the current rate.

There is a focus to help prepare new businesses for occupancy, and he wants to improve upon past processes as part of this effort.

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

No report.

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

He is working with Clerk-Treasurer Stegmeier on a FOIL request response. It was confirmed that the Village Board is in agreement with the proposed response. The matter will be addressed and resolved this week.

MISCELLANEOUS:

Trustee Mikoley noted that the Lancaster Beautification Annual Fundraiser is scheduled for August 8th at Two Chicks & a Rooster on Aurora Street.

ADJOURNMENT:

Motion by **Trustee Malone Schaefer** and seconded by **Mayor Schroeder** to adjourn the meeting at 7:39 p.m. in memory of Cathy Hoch.

Adopted Resolution: **184**

Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley,
Miller, and O'Brien

Respectfully submitted,

Michael E. Stegmeier
Clerk – Treasurer

ABSTRACT

August 11, 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

July 29, 2025 to August 11, 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 \$ 228,525.71

SEWER FUND -----in the amount of \$ 11,973.71

TRUST FUND -----in the amount of \$ 1950.12

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 \$

TOTAL 242,449.54

For the period from July 15, 2025 to July 28, 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#.....	93145-93304
Sewer Fund Ck#.....	12288-12293
Trust Fund Ck#.....	2613-2614
Capital Fund Ck#.....	
Community Development Fund Ck#	

Mayor William Schroeder

Abstract Summary of Funds

Board Meeting Date: July 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				
2025-2026 Budget	\$ 135,877.56 \$	6,265.85 \$	1,950.12	
A/P Vouchers	\$ 1,349.95			
Payroll Voucher 7/18/2025	\$ 84,725.81 \$	5,302.24		
FICA Voucher 7/18/2025	\$ 6,572.39 \$	405.62		
TOTALS	\$ 228,525.71 \$	11,973.71 \$	1,950.12 \$	-
TOTAL ALL FUNDS				\$ 242,449.54

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

07/30/2025

09:00 AM

Ranges		Item Status		Purchase Types		Misc	
Range: First to Last Rcvd Batch Id Range: First to Last Encumbrance Date Range: First to 05/31/26		Open: N Void: N Paid: N Held: N Apv: N Rcvd: Y		Bid: 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 Date	Rcvd Date Chk/Void Date Invoice
26-00172	07/17/25	ADAMC005	CORY ADAMCZAK				
1	PLANNING MTG - JULY	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME R	07/17/25	07/17/25 JULY 2025
26-00173	07/17/25	ALLEI005	JAMES ALLEIN				
1	PLANNING MTG - JULY	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME R	07/17/25	07/17/25 7/17/2025
26-00174	07/25/25	ALANE005	ALANEREK PROPERTIES, LLC				
1	REFUND OVERPMT 115.27-4-9	\$53.61	A -690-000	G	OVERPAYMENTS R	07/25/25	07/25/25 2025 VILLAGETAX
26-00175	07/25/25	ALLUR005	ALLURE PROPERTY DEVELOPMENT				
1	104.11-10-25	\$1,032.30	A -690-000	G	OVERPAYMENTS R	07/25/25	07/25/25 2025 VILLAGETAX
2	104.11-10-24	\$360.16	A -690-000	G	OVERPAYMENTS R	07/25/25	07/25/25 2025 VILLAGETAX
		\$1,392.46					
26-00176	07/23/25	ALPIN005	ALPINE SOFTWARE CORP				
1	CLOUD HOSTING FOR DATA-ANNUAL	\$900.00	A -3411-477-000	E	FIRE DEPT-RED ALERT PROG/INFO R	07/23/25	07/23/25 INV-390-01682
26-00177	07/24/25	AMAZO010	AMAZON CAPITAL SERVICES				
1	VARIOUS INVOICES	\$57.75	A -1325-401-000	E	FINANCE TREASURER - OFFICE SU R	07/24/25	07/24/25 VARIOUS
2	VARIOUS INVOICES	\$260.25	A -1640-402-000	E	DEPT PUBLIC WORKS-JANITORIAL R	07/24/25	07/24/25 VARIOUS
3	VARIOUS INVOICES	\$17.98	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI R	07/24/25	07/24/25 VARIOUS
4	VARIOUS INVOICES	\$129.01	A -7110-453-000	E	PARKS-REPAIRS TO EQUIPMENT R	07/24/25	07/24/25 VARIOUS
5	VARIOUS INVOICES	\$12.12	A -7550-420-000	E	CELEBRATIONS-MISC OVERHEAD t R	07/24/25	07/24/25 VARIOUS
6	VARIOUS INVOICES	\$357.59	A -8510-402-000	E	BEAUTIFICATION - BANNERS & REL R	07/24/25	07/24/25 VARIOUS
7	VARIOUS INVOICES	\$74.99	A -8560-475-000	E	SHADE TREES-UNCLASSIFIED R	07/24/25	07/24/25 VARIOUS

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

07/30/2025
09:00 AM

PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-00177	07/24/25	AMAZO010	AMAZON CAPITAL SERVICES					Account Continued					
8	VARIOUS INVOICES		\$88.43	G - 8115-401-000	E			ADMINISTRATION-OFFICE SUPPLIE	R	07/24/25	07/24/25		VARIOUS
			<u>\$998.12</u>										
26-00178	07/24/25	AMAZO010	AMAZON CAPITAL SERVICES										
1	VARIOUS INVOICES		\$149.94	A - 7110-453-000	E			PARKS-REPAIRS TO EQUIPMENT	R	07/24/25	07/24/25		VARIOUS
2	VARIOUS INVOICES		\$19.48	A - 7550-420-000	E			CELEBRATIONS-MISC OVERHEAD	R	07/24/25	07/24/25		VARIOUS
3	VARIOUS INVOICES		\$71.98	A - 8510-401-000	E			BEAUTIFICATION - SUPPLIES & MA	R	07/24/25	07/24/25		VARIOUS
			<u>\$241.40</u>										
26-00179	07/17/25	ASPOS005	ASPOSTO, CONNOR										
1	PLANNING MTG - JULY		\$100.00	A - 8020-434-000	E			PLANNING-PROF SERVICES PC ME	R	07/17/25	07/17/25		7/17/2025
26-00180	07/22/25	BIELA005	PAULA BIELAT										
1	COURT STENO SVCS		\$125.00	A - 1110-435-000	E			VILLAGE JUSTICE - CONTRACTUAL	R	07/22/25	07/22/25		7/22/2025
26-00181	07/17/25	CARRI005	CARRICK, RYAN										
1	PLANNING MTG - JULY		\$100.00	A - 8020-434-000	E			PLANNING-PROF SERVICES PC ME	R	07/17/25	07/17/25		7/17/2025
26-00182	07/23/25	COMPU015	COMPU-MAIL LLC										
1	CARDS/ENV/ATTENDANCE SHEETS		\$1,318.49	A - 3411-401-000	E			FIRE DEPT-OFFICE SUPPLIES	R	07/23/25	07/23/25		106466/106698
26-00183	07/28/25	CHART020	CHARTER COMMUNICATION										
1	INTERNET&VOICE DPW/LMB/NEFH		\$545.00	A - 1325-474-000	E			FINANCE TREASURER - WEB SITE	R	07/28/25	07/28/25		VARIOUS
26-00184	07/25/25	COREL010	CORELOGIC REAL ESTATE TAX SVC										
1	104.74-1-6		\$1,261.70	A - 690-000	G			OVERPAYMENTS	R	07/25/25	07/25/25		104.74-1-6
2	115.12-6-13		\$1,524.50	A - 690-000	G			OVERPAYMENTS	R	07/25/25	07/25/25		115.12-6-13
3	104.75-5-19		\$1,292.29	A - 690-000	G			OVERPAYMENTS	R	07/25/25	07/25/25		104.75-5-19
4	104.19-6-37		\$908.55	A - 690-000	G			OVERPAYMENTS	R	07/25/25	07/25/25		104.19-6-37
			<u>\$4,987.04</u>										
26-00185	07/24/25	CRYST005	CRYSTAL ROCK LLC										
1	WATER COOLER RENTAL		\$14.99	A - 1620-435-000	E			SHARED SERVICES - CONTRACTU	R	07/24/25	07/24/25		27792057

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26-00186	07/24/25	CRYST005	CRYSTAL ROCK LLC										
1					\$210.27	A -1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTL	R	07/24/25	07/24/25		17800266507
2					\$52.88	A -1620-435-000	E	SHARED SERVICES - CONTRACTU/	R	07/24/25	07/24/25		17800266507
					<u>\$263.15</u>								
26-00187	07/25/25	CSEAE005	C S E A EMPLOYEE BENEFIT FUND										
1					\$4,717.93	A -9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL &	R	07/25/25	07/25/25		AUGUST
2					\$477.23	G -9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & IV	R	07/25/25	07/25/25		AUGUST
3					\$450.12	T -020-000	G	MEDICAL INSURANCE	R	07/25/25	07/25/25		AUGUST
					<u>\$5,645.28</u>								
26-00188	07/25/25	DELAG005	DELAGE LANDEN FINANCIAL SVC										
1					\$264.44	A -1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTL	R	07/25/25	07/25/25		590377303
2					\$313.54	A -1325-434-000	E	INANCE TREASURER - PROFESSIO	R	07/25/25	07/25/25		590377303
3					\$96.85	A -1110-473-000	E	VILLAGE JUSTICE - COPIER MAINT	R	07/25/25	07/25/25		590377303
4					\$99.41	A -8090-435-000	E	ENVIRONMENTAL - CONTRACTUAL	R	07/25/25	07/25/25		590377303
					<u>\$774.24</u>								
26-00189	07/25/25	DELAG005	DELAGE LANDEN FINANCIAL SVC										
1					\$710.00	A -1325-435-200	E	FINANCE TREASURER - SVC MAINT	R	07/25/25	07/25/25		591074834
26-00190	07/25/25	DELFT005	DELFT PRINTING INC.										
1					\$329.74	G -8115-430-020	E	PRINTING - CTO	R	07/25/25	07/25/25		25-41316
26-00191	07/23/25	DIVAL005	DIVAL SAFETY EQUIP. INC.										
1					\$1,100.00	A -3411-479-000	E	FIRE DEPT-YRLY SVC & CERTIF/INS	R	07/23/25	07/23/25		3743043
26-00192	07/24/25	DONEG005	DONEGAL CONSTRUCTION CORP										
1					\$43,875.60	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & R	R	07/24/25	07/24/25		39215
26-00193	07/09/25	EATON005	EATON OFFICE SUPPLY										
1					\$250.43	A -3411-260-190	E	FIRE DEPT-EMS SUPPLIES / FIRST /	R	07/09/25	07/09/25		PINV1280810

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26-00194	07/25/25	EATON005	EATON OFFICE SUPPLY		1	POST ITS AND CLOROX WIPES	\$18.41	A -1325-401-000	E	FINANCE TREASURER - OFFICE SUPPLIES	R	07/25/25	07/25/25		PINV1282126
26-00195	07/28/25	ELECZ005	ELECZKO, KAYLA		1	4TH OF JULY PARADE	\$120.00	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE DAY	R	07/28/25	07/28/25		4TH OF JULY
26-00196	07/23/25	EXCEL005	EXCELSIOR MANAGEMENT		1	SECURITY 4TH OF JULY	\$3,199.40	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE DAY	R	07/23/25	07/23/25		203107
26-00197	07/24/25	FINGE005	FINGER LAKES / CASTLE		1	SUPPLIES	\$48.00	A -1640-402-000	E	DEPT PUBLIC WORKS-JANITORIAL	R	07/24/25	07/24/25		928461
26-00198	07/24/25	FLEET005	FLEET MAINTENANCE INC.		1	ENGINE 5 REPAIRS LFD	\$894.54	A -3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY DISCOUNT	R	07/24/25	07/24/25		106190
26-00199	07/17/25	GAJEW010	GAJEWSKI, STEVEN		1	PLANNING MTG - JULY	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC MEETING	R	07/17/25	07/17/25		7/7/2025
26-00200	07/25/25	GRAIN005	GRAINGER		1	CRAWLER WHEELS/TRASH BAGS	\$333.82	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINTENANCE	R	07/25/25	07/25/25		9496240970
					2	CRAWLER WHEELS/TRASH BAGS	\$333.81	A -5132-452-000	E	SNOW REMOVAL-REPAIRS/MAINTENANCE	R	07/25/25	07/25/25		9496240970
					3	CRAWLER WHEELS/TRASH BAGS	\$43.02	A -1640-402-000	E	DEPT PUBLIC WORKS-JANITORIAL	R	07/25/25	07/25/25		9496240970
					4	CRAWLER WHEELS/TRASH BAGS	\$43.02	A -7550-420-000	E	CELEBRATIONS-MISC OVERHEAD FUEL	R	07/25/25	07/25/25		9496240970
							\$753.67								
26-00201	07/28/25	HAWBA005	HAWBAKER, DANIELLE		1	4TH OF JULY PARADE	\$120.00	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE DAY	R	07/28/25	07/28/25		4TH OF JULY
26-00202	07/25/25	HIGHM005	HIGHMARK BCBSWNY		1	EMPLOYEE HEALTH INS AUGUST 25	\$29,427.06	A -9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL & MEDICAL	R	07/25/25	07/25/25		250718185844
					2	EMPLOYEE HEALTH INS AUGUST 25	\$2,621.50	G -9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & MEDICAL	R	07/25/25	07/25/25		250718185844
							\$32,048.56								

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26-00203	07/24/25	IRISH005	IRISH PROpane CORPORATION										
1		PROPANE RENTAL PAVING CREW	\$183.53	A-5110-434-000	E			STREETS MAINT-PAVING & RECON	R	07/24/25	07/24/25		02628692
26-00204	07/24/25	KSCON005	K & S CONTRACTORS SUPPLY INC.										
1		RECEIVER FRAMES/GRATES COURTST	\$2,000.00	A-5112-434-000	E			CONSL HWY IMPR PGR-PAVING & F	R	07/24/25	07/24/25		25/70268
26-00205	07/24/25	KSCON005	K & S CONTRACTORS SUPPLY INC.										
1		RISER RINGS COURT ST/ SHELDON	\$1,495.00	A-5112-434-000	E			CONSL HWY IMPR PGR-PAVING & F	R	07/24/25	07/24/25		25-70374
26-00206	07/24/25	KSCON005	K & S CONTRACTORS SUPPLY INC.										
1		MANHOLE SUPPLIES - SHELDON AVE	\$1,615.00	A-5112-434-000	E			CONSL HWY IMPR PGR-PAVING & F	R	07/24/25	07/24/25		25-70140
26-00207	07/25/25	KRISS005	KRISS LAW, LLC										
1		OVERPAYMENT 104.19-6-37	\$174.25	A-690-000	G			OVERPAYMENTS	R	07/25/25	07/25/25		104.19-6-37
26-00208	07/24/25	KRISS005	KRISS LAW, LLC										
1		CONCRETE 4 RAMPS - SHELDON AVE	\$1,913.50	A-5112-434-000	E			CONSL HWY IMPR PGR-PAVING & F	R	07/24/25	07/24/25		27938
26-00209	07/25/25	LAWOF010	LAW OFFICES OF JESSICA KULPIT										
1		KRAUSS APPEAL MATTER	\$3,060.00	A-1420-471-000	E			LAW - MISCELLANEOUS LEGAL FEE	R	07/25/25	07/25/25		JUNE BILLING 25
26-00210	07/17/25	MILLE025	MILLER, SAMUEL										
1		PLANNING MTG - JULY	\$100.00	A-8020-434-000	E			PLANNING-PROF SERVICES PC ME	R	07/17/25	07/17/25		7/17/2025
26-00211	07/23/25	MOTOR005	MOTOROLA SOLUTIONS INC										
1		ENGRAVING FOR THE NEW PAGERS	\$1,000.00	A-3411-260-400	E			FIRE DEPT-MONITOR II PAGERS	R	07/23/25	07/23/25		8230523343
26-00212	07/24/25	NATIO015	NATIONAL FUEL										
1		NEFH 6/10-7/14 2025	\$22.67	A-1621-440-000	E			NORTH END FIRE HALL - GAS	R	07/24/25	07/24/25		6/30-7/14
26-00213	07/24/25	NATIO015	NATIONAL FUEL										
1		DPW 6/6-7/10 2025	\$231.53	A-1640-440-000	E			DEPT PUBLIC WORKS GARAGE-GA	R	07/24/25	07/24/25		6/6/2025-7/10

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26-00214	07/24/25	NATIO015				NATIONAL FUEL							
1	LMB 6/11-7/15 2025				\$60.68	A -1620-440-000	E	SHARED SERVICES - GAS	R	07/24/25	07/24/25		6/11-7/15 2025
26-00215	07/24/25	NEWEN005				NEW ENTERPRISE STONE & LIME CO							
1	ASPHALT				\$2,503.48	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & F R	R	07/24/25	07/24/25		861444/8615805
26-00216	07/24/25	NEWEN005				NEW ENTERPRISE STONE & LIME CO							
1	ASPHALT				\$1,897.40	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & F R	R	07/24/25	07/24/25		8613186
26-00217	07/24/25	NEWEN005				NEW ENTERPRISE STONE & LIME CO							
1	ASPHALT				\$380.70	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & F R	R	07/24/25	07/24/25		50613842
2	ASPHALT				\$379.17	A -5110-412-000	E	STREETS MAINT-SIGNS	R	07/24/25	07/24/25		50613842
					\$759.87								
26-00218	07/24/25	NEWEN005				NEW ENTERPRISE STONE & LIME CO							
1	ASPHALT				\$308.37	A -5110-434-000	E	STREETS MAINT-PAVING & RECON	R	07/24/25	07/24/25		8617081
26-00219	07/24/25	NEWEN005				NEW ENTERPRISE STONE & LIME CO							
1	ASPHALT				\$3,037.99	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & F R	R	07/24/25	07/24/25		50613929
26-00220	07/24/25	NIAGA005				NIAGARA FRONTIER EQUIP SALES I							
1	NEW HOLLAND REPAIRS				\$316.27	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	07/24/25	07/24/25		P92088
26-00221	07/24/25	NOCOE005				NOCO ENERGY CORP- FUELS							
1	DIESEL FUEL				\$186.63	A -3989-416-000	E	BUILDING INSP-CODE OFFICER MA	R	07/24/25	07/24/25		SP13094455
2	DIESEL FUEL				\$601.24	A -5110-416-000	E	STREETS MAINT-GASOLINE & OIL	R	07/24/25	07/24/25		SP13094455
3	DIESEL FUEL				\$326.54	A -7110-416-000	E	PARKS-GAS & OIL	R	07/24/25	07/24/25		SP13094455
4	DIESEL FUEL				\$302.98	A -8160-416-000	E	REFUSE & GARBAGE-GASOLINE & OIL	R	07/24/25	07/24/25		SP13094455
5	DIESEL FUEL				\$227.63	A -8560-416-000	E	SHADE TREES-GASOLINE & OIL	R	07/24/25	07/24/25		SP13094455
6	DIESEL FUEL				\$335.02	G -8120-416-000	E	SANITARY SEWERS-FUEL & LUBE	R	07/24/25	07/24/25		SP13094455
					\$1,980.04								
26-00222	07/24/25	NOCOE005				NOCO ENERGY CORP- FUELS							

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26-00222	07/24/25	NOCOE005				NOCO ENERGY CORP- FUELS		Account Continued					
1		UNLEADED FUEL			\$97.77	A -3989-417-000	E	BUILDING INSP-CODE OFCR FUEL & OIL	R	07/24/25	07/24/25		SP13089745
2		UNLEADED FUEL			\$287.20	A -5110-416-000	E	STREETS MAINT-GASOLINE & OIL	R	07/24/25	07/24/25		SP13089745
3		UNLEADED FUEL			\$308.60	A -8160-416-000	E	REFUSE & GARBAGE-GASOLINE & OIL	R	07/24/25	07/24/25		SP13089745
4		UNLEADED FUEL			\$332.00	A -8170-416-000	E	STREET CLEANING-GASOLINE & OIL	R	07/24/25	07/24/25		SP13089745
5		UNLEADED FUEL			\$146.87	A -8560-416-000	E	SHADE TREES-GASOLINE & OIL	R	07/24/25	07/24/25		SP13089745
6		UNLEADED FUEL			\$67.62	A -7110-416-000	E	PARKS-GAS & OIL	R	07/24/25	07/24/25		SP13089745
					\$1,240.06								
26-00223	07/24/25	NOCOE005				NOCO ENERGY CORP- FUELS							
1		DIESEL FUEL			\$102.22	A -3411-416-000	E	FIRE DEPT-GASOLINE & OIL	R	07/24/25	07/24/25		SP13089532
2		DIESEL FUEL			\$366.47	A -5110-416-000	E	STREETS MAINT-GASOLINE & OIL	R	07/24/25	07/24/25		SP13089532
3		DIESEL FUEL			\$100.62	A -8160-416-000	E	REFUSE & GARBAGE-GASOLINE & OIL	R	07/24/25	07/24/25		SP13089532
4		DIESEL FUEL			\$63.93	G -8120-416-000	E	SANITARY SEWERS-FUEL & LUBE	R	07/24/25	07/24/25		SP13089532
					\$633.24								
26-00224	07/25/25	N0000015				N Y S E G							
1		CENTRAL & W MAIN 6/4-7/2 2025			\$56.82	A -7550-400-000	E	CELEBRATIONS-CONTRACTUAL EX	R	07/25/25	07/25/25		10017804799
26-00225	07/25/25	N0000015				N Y S E G							
1		34 CENTRAL 6/4-7/2 2025			\$103.93	A -7550-400-000	E	CELEBRATIONS-CONTRACTUAL EX	R	07/25/25	07/25/25		1001-703-635
26-00226	07/24/25	N0000015				N Y S E G							
1		CENTRAL&BRADY 6/11-7/11 2025			\$45.75	A -5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	07/24/25	07/24/25		10011749818
26-00227	07/24/25	N0000015				N Y S E G							
1		MONUMENT LTG 6/4-7/2 2025			\$54.83	A -7110-438-000	E	PARKS-ELECTRIC	R	07/24/25	07/24/25		10033596887
26-00228	07/24/25	N0000015				N Y S E G							
1		5 AURORA ST 6/4-7/2 2025			\$177.01	A -5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	07/24/25	07/24/25		1007804781
26-00229	07/24/25	N0000015				N Y S E G							
1		DPW 6/5-7/3 2025			\$520.18	A -1640-439-000	E	DEPT PUBLIC WORKS - ELECTRIC	R	07/24/25	07/24/25		10010111952

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26-00230	07/23/25	OCCUS005	OCCUSTAR INC									
1	ANNUAL PHYSICAL 3 FF'S			\$318.00	A -3411-471-000	E	FIRE DEPT-PHYSICALS	R	07/23/25	07/23/25		14431
26-00231	07/24/25	PARIS005	PARISE MECHANICAL, INC									
1	LEAKING PIPE 2ND FLOOR LMB			\$2,253.42	A -1620-419-000	E	SHARED SERVICES - BUILDING MA	R	07/24/25	07/24/25		S25-401
26-00232	07/24/25	PARIS005	PARISE MECHANICAL, INC									
1	AIR CONDITIONING LMB			\$855.35	A -1620-419-000	E	SHARED SERVICES - BUILDING MA	R	07/24/25	07/24/25		S25-398
26-00233	07/24/25	PENNP010	PENN POWER SYSTEMS									
1	GENERATOR 4TH OF JULY 7/1-7TH			\$675.00	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE D	R	07/24/25	07/24/25		4743356
26-00234	07/25/25	PITNE025	PITNEY BOWES RESERVE ACCOUNT									
1	REFILL ON POSTAGE METER			\$3,000.00	A -1325-434-000	E	INANCE TREASURER - PROFESSIO	R	07/25/25	07/25/25		7/22/2025
26-00235	07/25/25	MOCHJ005	MOCH, JAMES									
1	35 COWING SEWER WAIVER REFUND			\$1,500.00	T -030-000	G	GUARANTY & BID DEPOSITS	R	07/25/25	07/25/25		7/16/2025
26-00236	07/28/25	RAYTR005	RAY, TRACY									
1	4TH OF JULY			\$120.00	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE D	R	07/28/25	07/28/25		4TH OF JULY
26-00237	07/17/25	REILL005	ELIZABETH REILLY-MEEGAN									
1	PLANNING MTG - JULY			\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME	R	07/17/25	07/17/25		7/17/2025
26-00238	07/17/25	REINH005	REINHOLD, MICHAEL									
1	PLANNING MTG - JULY			\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME	R	07/17/25	07/17/25		7/17/2025
26-00239	07/24/25	SCRAN005	SCRANTON'S THRUWAY BUILDERS SU									
1	HANDICAP RAMPS SHELDON/COURT			\$271.35	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & F	R	07/24/25	07/24/25		125-102156-01
26-00240	07/24/25	SCRAN005	SCRANTON'S THRUWAY BUILDERS SU									
1	RECEIVERS - SHELDON & COURT			\$361.00	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & F	R	07/24/25	07/24/25		125-105301

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26-00241	07/24/25 SCRAN005		SCRANTON'S THRUWAY BUILDERS SU							
1	HANDICAPPADS - COURT ST	\$1,338.00	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & R	R	07/24/25	07/24/25		125-104804
26-00242	07/24/25 SITE005		SITE ONE LANDSCAPE SUPPLY, LLC							
1	TOPSOIL PLOW DAMAGE	\$214.00	A -5110-413-000	E	STREETS MAINT-RESURFACING M/	R	07/24/25	07/24/25		1559104949-001
26-00243	07/25/25 BEEGR005		SMG-BATAVIA, LLC							
1	ZBA NOTICES X 2	\$170.11	A -8010-430-000	E	ZONING-PRINTING & ADVERTISING	R	07/25/25	07/25/25		BE50FE57-0036
26-00244	07/28/25 SMITH010		SMITH, MICHELLE							
1	4TH OF JULY	\$120.00	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE D	R	07/28/25	07/28/25		4TH OF JULY
26-00245	07/25/25 TOWN005		TOWN OF LANCASTER							
1	DENTAL&VISION JULY 2025	\$1,564.82	A -9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL &	R	07/25/25	07/25/25		JULY 2025
26-00246	07/24/25 UPSTA005		UPSTATE STEEL INC.							
1	RECEIVERS - SHELDON AVE.	\$421.95	A -5112-434-000	E	CONSL HWY IMPR PGR-PAVING & R	R	07/24/25	07/24/25		92235
26-00247	07/25/25 WATTS005		WATTS ARCHITECTURE & ENGINEERS							
1	LANCASTER SEWER INVOICE X 2	\$2,350.00	G -8120-435-000	E	SANITARY SEWERS-CONTRACTUAL	R	07/25/25	07/25/25		45027/45028
26-00248	07/25/25 ZDARS005		ZDARSKY, SAWICKI & AGOSTINELLI							
1	CAYUGA CREEK PROJECT	\$1,642.00	A -1010-435-000	E	BOARD OF TRUSTEES - CONTRACT	R	07/25/25	07/25/25		7/17/2025

Total Purchase Orders: 77 Total P.O. Line Items: 114 Total List Amount: \$144,093.53 Total Void Amount: \$0.00

Totals by Year-Fund	Fund	Expend Total	Revenue Total	G/L Total	Total
Fund Description					
	6-A	\$129,270.20	\$0.00	\$6,607.36	\$135,877.56
	6-G	\$6,265.85	\$0.00	\$0.00	\$6,265.85
	6-T	\$0.00	\$0.00	\$1,950.12	\$1,950.12
Total Of All Funds:		\$135,536.05	\$0.00	\$8,557.48	\$144,093.53

Totals by Fund	Fund	Expend Total	Revenue Total	G/L Total	Total
Fund Description					
	A	\$129,270.20	\$0.00	\$6,607.36	\$135,877.56
	G	\$6,265.85	\$0.00	\$0.00	\$6,265.85
	T	\$0.00	\$0.00	\$1,950.12	\$1,950.12
Total Of All Funds:		\$135,536.05	\$0.00	\$8,557.48	\$144,093.53

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

[illegible]

July 30, 2025
09:48 AM

LANCASTER VILLAGE
Expenditure Entry Verification Listing

Page No: 1

Batch Id: PAYROLL Batch Date: 07/18/25 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 7/18/2025 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 7/18/2025 Cr: A -200-000 CASH	2,753.07		2
A -1210-100-000 EXECUTIVE MAYOR - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	575.43		3
A -1325-100-000 FINANCE TREASURER - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	5,699.00		4
A -1420-100-000 LAW - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	2,065.77		5
A -1620-100-000 SHARED SERVICES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	263.50		6
A -1621-100-000 NORTH END FIRE HALL - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	193.75		7
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	19,459.13		8
A -3411-100-000 FIRE DEPARTMENT - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 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 7/18/2025 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 7/18/2025 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 7/18/2025 Cr: A -200-000 CASH	144.23		13
A -4020-100-000 REGISTRAR VITAL STATS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	184.60		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 7/18/2025 Cr: A -200-000 CASH	6,878.71		15
A -5110-100-000 STREETS MAINT-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	16,022.72		16
A -5132-100-000 SNOW REMOVAL-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		17
A -7110-100-000 PARKS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	753.44		18
A -7550-100-000 CELEBRATIONS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	16,119.81		19
A -7550-102-000 DPW - Overtime Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 7/18/2025 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 7/18/2025 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 7/18/2025 Cr: A -200-000 CASH	90.00		22
A -8160-100-000 REFUSE & GARBAGE-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	5,130.04		23
A -8170-100-000 STREET CLEANING-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	705.96		24
A -8540-100-000 DRAINAGE-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	1,374.52		25
A -8560-100-000 SHADE TREES-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	2,992.60		26
A -8989-100-000 ECONOMIC DEV-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -200-000 CASH	96.13		27

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LANCASTER VILLAGE
Expenditure Entry Verification Listing

Page No: 3

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 7/18/2025 Cr: A -522-000 EXPENDITURE CONTROL	1,187.73-		28
A -5010-405-000 STREETS ADMINISTRATION-MEAL ALLOWANCE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 7/18/2025 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 7/18/2025 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 7/18/2025 Cr: G -200-000 CASH	3,037.92		31
G -8120-100-000 SANITARY SEWERS-PERSONAL SERVICES Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 7/18/2025 Cr: G -200-000 CASH	2,264.32		32
G -8115-405-000 ADMINISTRATION-MEAL ALLOWANCE Db: G -200-000 CASH	Expenditure	Payroll charges for paydate 7/18/2025 Cr: G -522-000 EXPENDITURE CONTROL	0.00		33
A -3120-100-000 POLICE-PERSONAL SVCS-CROSSING GUARDS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 7/18/2025 Cr: A -522-000 EXPENDITURE CONTROL	0.00		35
A -1640-403-000 DEPT PUBLIC WORKS - UNIFORMS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 7/18/2025 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 7/18/2025 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 7/18/2025 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 7/18/2025 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 7/18/2025 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 7/18/2025 Cr: A -200-000 CASH	2,626.54		41

WARNING: This account would have a negative balance: A -7550-100-000. Balance would be: 12,760.95-.

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	84,725.81	0.00	0.00	0.00	0.00	0.00
	G	5,302.24	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		90,028.05	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	39	90,028.05
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.

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LANCASTER VILLAGE
Expenditure Entry Verification Listing

Page No: 1

Batch Id: FICA Batch Date: 07/18/25 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Accrued FICA paydate 7/18/2025 Cr: A -200-000 CASH	6,572.39		1
G -9030-800-000 EMPLOYEE BENEFIT-SOCIAL SECURITY Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Accrued FICA paydate 7/18/2025 Cr: G -200-000 CASH	405.62		2

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	6,572.39	0.00	0.00	0.00	0.00	0.00
	G	405.62	0.00	0.00	0.00	0.00	0.00
Total Of All Funds:		6,978.01	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	2	6,978.01
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 Jennifer Smith / Lancaster Football providing a Special Events Application for its “Last Call Before Fall” beer tent event on September 27, 2025.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
2.	_____	_____	Correspondence from Lancaster Depew Elma Chamber of Commerce providing a Special Events Application for its 11 th Annual Village Wine Walk event on September 13, 2025.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
3.	_____	_____	Correspondence from Karen Penziul / Lancaster Unleashed providing a Special Events Application for its annual Woof-n-Treat event to be held on October 4, 2025.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
4.	_____	_____	Correspondence from Christopher Welch providing a Special Events Application for a Lancaster Heart of Music Festival / Charity Concert to be held on September 27, 2025.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
5.	_____	_____	Correspondence from Lancaster Fire Department providing a Special Events Application for its Fill the Boot Fund Drive to be held on September 27, 2025.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
6.	_____	_____	Correspondence from The 716 Dance Lab providing a Special Events Application for its Lancaster Thrills community event to be held on October 4, 2025.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
7.	_____	_____	Correspondence from Rev. Paul W. Steller, St. Mary of the Assumption Parish, inviting the Village Board to its 175 th Anniversary celebration on August 17, 2025.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
8.	_____	_____	Correspondence from NYS Environmental Facilities Corporation (EFC) providing notice that the Village of Lancaster has been awarded a NYS EFC Wastewater Infrastructure Engineering Planning Grant in the amount of \$100,000 for an Infiltration and Inflow Improvements Study in Mini-Systems 2, 3, and 6.
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
9.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	
10.	_____	_____	
	<i>ACTION -</i>	<i>Rec/File</i> <i>Refer to:</i>	

LISTED # 1
CORRESPONDENCE
RECEIVED DATE 8/11/2025

Village of Lancaster, New York

Village Code Chapter 285 Special Events Application

Municipal Building • 5423 Broadway • Lancaster, NY 14086 • (716) 683-2105

Pursuant to §285-2 of the Village Code, a special event is an event 1) proposed to be held on public property or on private property, but affecting public property, 2) requiring Village support services, or 3) for which a waiver of one or more mobile food vending regulations set forth at §209-8 of Chapter 209, Mobile Food Vending, will be requested.

If additional space is required, please note in the appropriate box and attach extra sheet(s)

Event Name: <u>"Last Call, Before Fall"</u>	
Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.): <u>Beer Tent</u>	
Event Date(s): <u>Sept 27th 2025</u>	Event Time(s): <u>6:30 - 11:00pm</u>
Applicant Name: <u>Jennifer Smith (Lancaster Football)</u>	Event Location: <u>Corner of West Main St</u>
Individual/Group/Corporation Name Holding Event: <u>Jennifer Smith (Lancaster Football)</u>	Village Property Affected (If Applicable) <u>open Grass area on W Main</u>
Applicant Address, City, State, Zip: <u>Jennifer Smith 5076 William St Lancaster NY 14086</u>	Support Services Requested of the Village (If Applicable) <u>- snow fence of property. - pop Tables</u>
Applicant Email: <u>Smith.Jen.804@gmail.com</u>	Applicant Phone <u>716-481-5366</u>

Pursuant to Village Code §285-3(B)(2)(c), there must be an identified "in charge person" on premise during all hours of the event.

"In charge person": <u>Jennifer Smith</u>	Contact cell and email: <u>716-481-5366 Smith.Jen.804@gmail</u>	Date & Time(s) On-Premise at Event: <u>Sept 27th 5-11:30pm</u>
Anticipated Peak Attendance Number: <u>500-600</u>		Anticipated Age Range of those in Attendance: <u>21+</u>
Will Alcohol be consumed? <u>Yes</u>		Will there be Amplified Sound or Music? If so, provide particulars including hours: <u>6:30-11:00pm</u>

Will Animals be part of the event? If so provide particulars.

none

Will Food Trucks be part of the event? If so and an exception to any regulation set forth in §209-8 of Village Code Chapter 209 "Mobile Food Vending" (see: <https://lancastervillageny.gov>) will be requested of the Village Code Enforcement Officer, identify by section number each regulation for which an exception will be requested.

none

If the event is what is commonly referred to as a block party: 1) identify by names and addresses block neighbors who have been advised of the proposed block party, 2) state either that no block neighbors have expressed opposition to the proposed block party or 3) separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.

none

If applicable respond to (a) through (h) below and attach a map or sketch depiction:

(a) Location of Parking Facilities indicating number of parking spaces being provided for:

Parking areas in and around village, and on side streets.

(b) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:

- Funeral Home if needed

(c) Location of Trash Facilities:

Located on map

(d) Location of Water Facilities:

none

(e) Location of Electrical Facilities:

Generator (on attached map)

(f) Location of Toilet Facilities including location of Porta-Toilets:

3-porta potties (on attached map)

(g) Location of Entrances where public is to enter and exit site:

on attached map

(h) Location of Vendor Facilities including booths and food service:

none.

(If Applicable) Organization providing Security:

none

(If Applicable) Number of Security Personnel:

none

Signature of Applicant:



Date:

7-23-2025

Post review disposition: ☐ Village Board approved.

☐ Village Board not approved.

☐ Applicant advised of Village Board determination: _____, _____, 202____.

☐ Village Board approved with attached statement of conditions imposed.

Beer Truck

Beer table

Beer

Beer

Beer

Beer

Pub table

Pub

Pub

Pub

Pub

Pub

tent area

Pub

Pub

Pub

EXIT

MT

POTTIES

Band stage

Generator

Round boat

Water

X = Snow fence
⊙ = Pub table
m = Tent coverage

Special Event Permit Application

New York State Liquor Authority

Landlord Authorization Form

Date(s) of event: SAT Sept 27th 2025
Name of Applicant: Jennifer Smith - Lancaster Football
Venue Name: Last Call Before Fall
Venue Street Address: Corner of W. Main St
Venue City and zip code: Lancaster NY 14086

By my signature, I acknowledge that I am the landlord/owner of the applied for premises, or that I am a duly authorized representative of the landlord/owner, to sign this landlord authorization form. I hereby grant permission for the sale or services of alcoholic beverages by the applicant for consumption on said property.

Print Name of Landlord/Owner

Print Your Name and Title

Signature & Date


Village of Lancaster, New York Village Code Chapter 285 Special Events Application

Municipal Building • 5423 Broadway • Lancaster, NY 14086 • (716) 683-2105

Pursuant to §285-2 of the Village Code, a special event is an event proposed to be held on public property or on private property, but affecting public property or requiring Village support services.

If additional space is required, please use extra sheets

Event Name: LDEC 11 th Annual Village Wine Walk		
Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.): Wine walk		
Event Date(s): September 13, 2025	Event Time(s): 3 pm - 9 pm	
Applicant Name: Tommy Sweeney Jeffery Zeplovich	Event Location: Village Central Business District	
Individual/Group/Corporation Name Holding Event: Lancaster Region Glma Chamber of Commerce	Village Property Affected (If Applicable): Requesting closure of West Main Street from Central to Small Roundabout plan to place stage at Lily Belle Motel (W. Main St)	
Applicant Address, City, State, Zip: 11 W. Main Street, Suite 100 Lancaster, NY	Support Services Requested of the Village (If Applicable): Requesting use of, 10 pub tables, garbage cans	
Applicant Email: info@wvxchamber.com	Applicant Phone: 716-534-5160	
Pursuant to §285-3(B)(2)(c), there must be an identified "in charge person" on premise during all hours of the event.		
Event Contact Person:	Contact Cell Phone:	Date & Time(s) On-Premise at Event:
Tommy Sweeney	716-534-5160 jsweeney11c@gmail.com	All from 12pm - 10pm
Jeffery Zeplovich	518-522-9944 info@wvxchamber.com	All from 12pm - 10pm
Anticipated Peak Attendance Number: 1000 people	Anticipated Age Range of those in Attendance: 21-80	
Will Alcohol be consumed? Applicant must comply with Village Code Section 85-3 "Alcoholic Beverages" Yes	Will there be Amplified Sound or Music? If so, provide Hours: Gimme Buffet Band from 6pm-9pm Possible additional small performers	

<p>Will Animals be part of the event?</p> <p>No</p>	<p>Will Food Trucks be part of the event? Applicant must comply with Village Code Chapter 209 "Mobile Food Vending"</p> <p>yes, 2-3 providers</p>
<p>If the event is what is commonly referred to as a block party, identify by names and addresses block neighbors who have been advised of the proposed block party. State either that no block neighbors have expressed opposition to the proposed block party or separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.</p> <p>No</p>	
<p>If applicable attach a map or sketch showing the location of information below:</p>	
<p>(a) (If Applicable) Location of Parking Facilities indicating number of parking spaces being provided for:</p> <p>See attached proposed trail map for event planning</p>	
<p>(b) (If Applicable) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:</p> <p>Closing of street (w. main street road closure)</p>	
<p>(c) (If Applicable) Location of Trash Facilities:</p> <p>Trash within each business hosting & trash containers from the Village</p>	
<p>(d) (If Applicable) Location of Water Facilities:</p> <p>Each participating merchant will host water</p>	
<p>(e) (If Applicable) Location of Electrical Facilities:</p> <p>N/A</p>	
<p>(f) (If Applicable) Location of Toilet Facilities including location of Porta-Toilets:</p> <p>11 and 19 West Main will host bathrooms as well as porta-toilets (4 positioned on map)</p>	
<p>(g) (If Applicable) Location of Entrances where public is to enter and exit site:</p> <p>Entrance and registration hosted at 12 West Main street</p>	
<p>(h) (If Applicable) Location of Vendor Facilities including booths and food service:</p> <p>Food providers would host curb side on West Main street (closure)</p>	
<p>(If Applicable) Organization providing Security:</p> <p>N/A</p>	<p>(If Applicable) Number of Security Personnel:</p> <p>N/A</p>
<p>Signature of Applicant:</p> 	<p>Date:</p> <p>7/30/2021</p>

Post review disposition: ☐ Village Board approved.
☐ Village Board not approved.
☐ Applicant advised of Village Board determination: _____, 202_____.
☐ Village Board approved with attached statement of conditions imposed.

Please start at the highlighted location
and collect stamps at each stop!

1. Pizza 151 (11 W. Main St)
2. Vibe Yoga Lab (11 W. Main St)
3. West Main Jewelers (19 W. Main St)
4. Emily's Closet (19 W. Main St)
5. Symposium Wine Bar (19 W. Main St)
6. Sorelle Salon (19 W. Main St)
7. Gabrielle's Bakery (19 W. Main St)
8. 716 Athletics (19 W. Main St)
9. Lancaster Village Flower Shop (11 W. Main St)
10. Lilly Belle Meads (11 W. Main St)
11. Bloomsbury Toy Lane Shoppe (11 W. Main St)
12. Dark Forest Chocolate (11 W. Main St)
13. Fattley Beer Co (1 W. Main St)
14. Black Sheep (34 Central Ave)
15. Josie's on Central (36 Central Ave)
16. Skoob's Village Grille (50 Central Ave)
17. Plum Bottom Salon (39 Central Ave)
18. Schaff Insurance Agency (33 Central Ave)
19. Jules and Jane (31 Central Ave)
20. Valint's Meats (25 Central Ave)
21. Lancaster Operahouse (21 Central Ave)
22. The New York Store (16 Central Ave)
23. Gilded Maple (4 W. Main St)
24. Grapevine d'Vine (tent)
25. Nickel City Brewz (tent)
26. Bodhi Tree (tent)
27. Papi Grande's (20 W. Main St)
28. Big Papas Creamery (20 W. Main St)
29. CMK Builders (42 Aurora St)
30. Affordable Nursing (5400 Broadway)



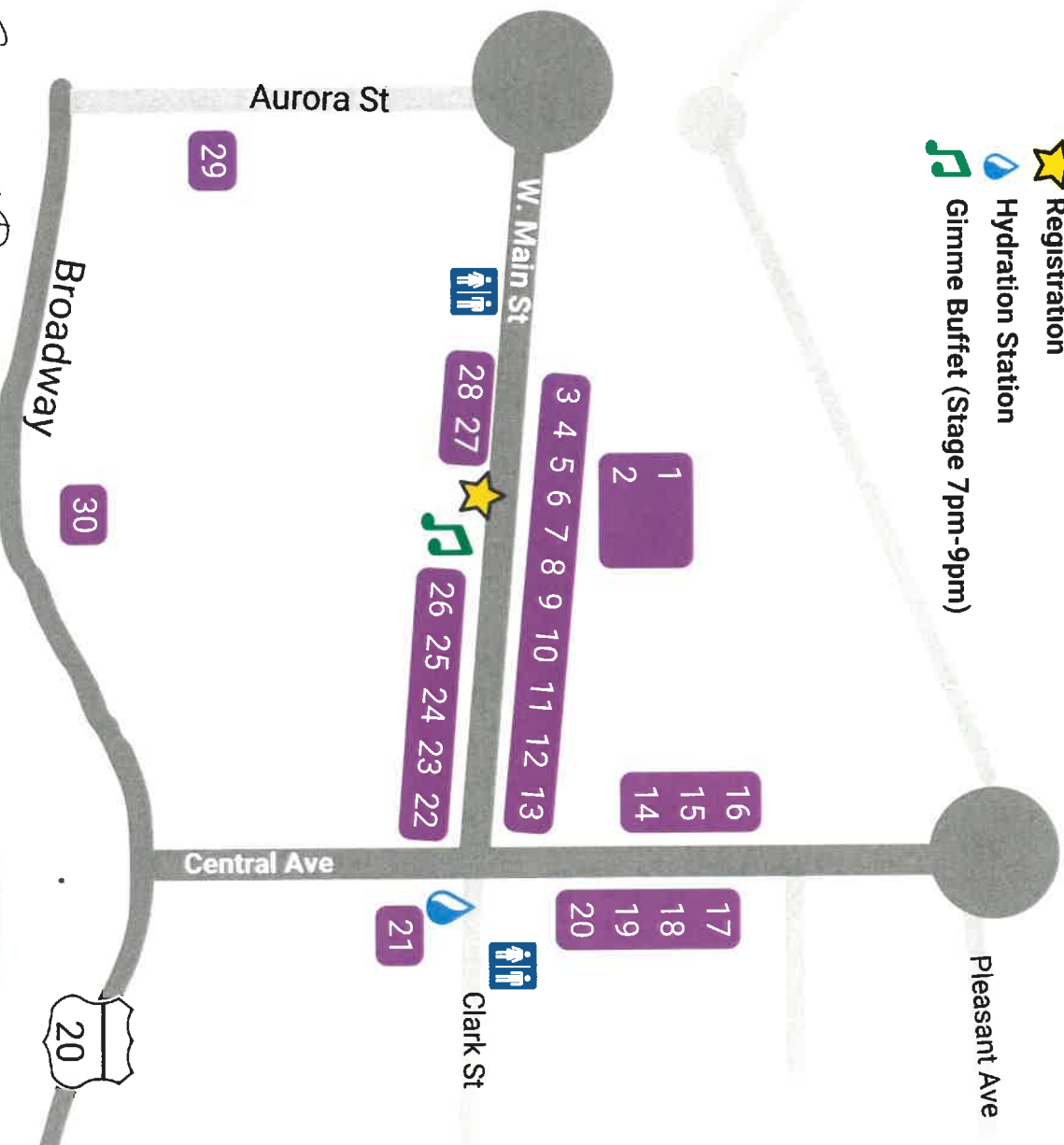
the Annual WINE WALK



★ Registration

💧 Hydration Station

🎵 Gimme Buffet (Stage 7pm-9pm)



Sponsored By:

WEST HERR

TOPS
Estimote's Measurement

Merchant → Tasting



Village of Lancaster, New York

Village Code Chapter 285 Special Events Application

Municipal Building • 5423 Broadway • Lancaster, NY 14086 • (716) 683-2105

LISTED # 3
CORRESPONDENCE
MEETING DATE 8/11/2025

Pursuant to §285-2 of the Village Code, a special event is an event 1) proposed to be held on public property or on private property, but affecting public property, 2) requiring Village support services, or 3) for which a waiver of one or more mobile food vending regulations set forth at §209-8 of Chapter 209, Mobile Food Vending, will be requested.

If additional space is required, please note in the appropriate box and attach extra sheet(s)

Event Name: <div style="font-size: 1.2em; font-family: cursive;">Woof - N-Treat</div>	
Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.): <div style="font-size: 1.2em; font-family: cursive;">Trick or Treating for Dogs</div>	
Event Date(s): <div style="font-size: 1.2em; font-family: cursive;">10/4/25</div>	Event Time(s): <div style="font-size: 1.2em; font-family: cursive;">11:30 - 1:00 pm</div>
Applicant Name: <div style="font-size: 1.2em; font-family: cursive;">Karen Penziul</div>	Event Location:
Individual/Group/Corporation Name Holding Event: <div style="font-size: 1.2em; font-family: cursive;">Lancaster Unleashed</div>	Village Property Affected (If Applicable) <div style="font-size: 1.2em; font-family: cursive;">Business district Sidewalks Registration on lawn at the End of New Building.</div>
Applicant Address, City, State, Zip: <div style="font-size: 1.2em; font-family: cursive;">47 Laverack Ave Lancaster, N.Y. 14086</div>	Support Services Requested of the Village (If Applicable)
Applicant Email: <div style="font-size: 1.2em; font-family: cursive;">Karenpenziul@gmail</div>	Applicant Phone <div style="font-size: 1.2em; font-family: cursive;">716-225-2745</div>

Pursuant to Village Code §285-3(B)(2)(c), there must be an identified "in charge person" on premise during all hours of the event.

"In charge person":	Contact cell and email:	Date & Time(s) On-Premise at Event:
<div style="font-size: 1.2em; font-family: cursive;">Karen Penziul</div>	<div style="font-size: 1.2em; font-family: cursive;">716-225-2745</div>	<div style="font-size: 1.2em; font-family: cursive;">10:30 - 1:30</div>
<div style="font-size: 1.2em; font-family: cursive;">Lisa Jerebko</div>	<div style="font-size: 1.2em; font-family: cursive;">716-474-1024</div>	<div style="font-size: 1.2em; font-family: cursive;">10:30 - 1:30</div>
<div style="font-size: 1.2em; font-family: cursive;">Sally Allen</div>	<div style="font-size: 1.2em; font-family: cursive;">716-913-7658</div>	<div style="font-size: 1.2em; font-family: cursive;">10:30 - 1:30</div>
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> Anticipated Peak Attendance Number: <div style="font-size: 1.2em; font-family: cursive;">Depends on weather 130 people 60 dogs</div> </div> <div style="width: 50%;"> Anticipated Age Range of those in Attendance: <div style="font-size: 1.2em; font-family: cursive;">2mo - 99 yrs old</div> </div> </div>		
Will Alcohol be consumed?		Will there be Amplified Sound or Music? If so, provide particulars including hours:
<div style="font-size: 1.5em; font-family: cursive;">No</div>		<div style="font-size: 1.5em; font-family: cursive;">No</div>

Will Animals be part of the event? If so provide particulars.

Yes / Dogs

Will Food Trucks be part of the event? If so and an exception to any regulation set forth in §209-8 of Village Code Chapter 209 "Mobile Food Vending" (see: <https://lancastervillage.ny.gov>) will be requested of the Village Code Enforcement Officer, identify by section number each regulation for which an exception will be requested.

No

If the event is what is commonly referred to as a block party; 1) identify by names and addresses block neighbors who have been advised of the proposed block party, 2) state either that no block neighbors have expressed opposition to the proposed block party or 3) separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.

If applicable respond to (a) through (h) below and attach a map or sketch depiction:

(a) Location of Parking Facilities indicating number of parking spaces being provided for:

(b) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:

(c) Location of Trash Facilities:

(d) Location of Water Facilities:

(e) Location of Electrical Facilities:

(f) Location of Toilet Facilities including location of Porta-Toilets:

(g) Location of Entrances where public is to enter and exit site:

(h) Location of Vendor Facilities including booths and food service:

(If Applicable) Organization providing Security:

(If Applicable) Number of Security Personnel:

Signature of Applicant:

Date:

Karen J. Perry

7/28/25

Post review disposition: ☐ Village Board approved.

☐ Village Board not approved.

☐ Applicant advised of Village Board determination: _____, _____, 202____.

☐ Village Board approved with attached statement of conditions imposed.

Village of Lancaster, New York

Village Code Chapter 285 Special Events Application

Municipal Building • 5423 Broadway • Lancaster, NY 14086 • (716) 683-2105

Pursuant to §285-2 of the Village Code, a special event is an event 1) proposed to be held on public property or on private property, but affecting public property, 2) requiring Village support services, or 3) for which a waiver of one or more mobile food vending regulations set forth at §209-8 of Chapter 209, Mobile Food Vending, will be requested.

If additional space is required, please note in the appropriate box and attach extra sheet(s)

Event Name: Heart of Music Festival Lancaster	
Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.): Charity Concert	
Event Date(s): 9/27/2025	Event Time(s): 2pm-11pm
Applicant Name: Christopher Welch	Event Location: Village of Lancaster- Central and W Main
Individual/Group/Corporation Name Holding Event: Heart of Music Festival	Village Property Affected (If Applicable)
Applicant Address, City, State, Zip: 400 Olean St East Aurora NY 14052	Support Services Requested of the Village (If Applicable) Police Fire DPW
Applicant Email: Chris@heartofmusicfestival .com	Applicant Phone 716-706-8779

Pursuant to Village Code §285-3(B)(2)(c), there must be an identified "in charge person" on premise during all hours of the event.

"In charge person": Chris Welch	Contact cell and email: 716-706-8779 Chris@heartofmusicfestival.com	Date & Time(s) On-Premise at Event: 8am- Midnight
Anticipated Peak Attendance Number: 6-8k		Anticipated Age Range of those in Attendance: 12+
Will Alcohol be consumed? Applicant must comply with Village Code Section 85-3 "Alcoholic Beverages" yes		Will there be Amplified Sound or Music? If so, provide particulars including hours: yes at participating venues 2pm-11pm

Will Animals be part of the event? If so provide particulars.

no

Will Food Trucks be part of the event? If so and an exception to any regulation set forth in §209-8 of Village Code Chapter 209 "Mobile Food Vending" (see: <https://lancastervillage.ny.gov>) will be requested of the Village Code Enforcement Officer, identify by section number each regulation for which an exception will be requested.

yes- will review with code enforcement if any exceptions
needed

If the event is what is commonly referred to as a block party: 1) identify by names and addresses block neighbors who have been advised of the proposed block party, 2) state either that no block neighbors have expressed opposition to the proposed block party or 3) separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.

If applicable respond to (a) through (h) below and attach a map or sketch depiction:

(a) Location of Parking Facilities indicating number of parking spaces being provided for:

pending final participation venue numbers. Additional information will be provided- We
will provide resources

(b) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:

pending final participation venue numbers. Additional information will
be provided- We will provide resources

(c) Location of Trash Facilities:

pending final participation venue numbers. Additional information will be provided- We will provide
resources

(d) Location of Water Facilities:

pending final participation venue numbers. Additional information will be provided-
We will provide resources

(e) Location of Electrical Facilities:

pending final participation venue numbers. Additional information will be
provided- We will provide resources

(f) Location of Toilet Facilities including location of Porta-Toilets:

pending final participation venue numbers. Additional information will be provided-
We will provide resources

(g) Location of Entrances where public is to enter and exit site:

pending final participation venue numbers. Additional information will be provided- We will provide resources

(h) Location of Vendor Facilities including booths and food service:

pending final participation venue numbers. Additional information will be provided- We will provide resources

(If Applicable) Organization providing Security:

yes- excelsior management

(If Applicable) Number of Security Personnel:

60-80

Signature of Applicant:

Christopher Welch

Date:

07/28/25

Post review disposition: ☐ Village Board approved.

☐ Village Board not approved.

☐ Applicant advised of Village Board determination: _____, _____, 202____.

☐ Village Board approved with attached statement of conditions imposed.

Village of Lancaster, New York

Village Code Chapter 285 Special Events Application

Municipal Building • 5423 Broadway • Lancaster, NY 14086 • (716) 683-2105

LISTED # 5
CORRESPONDENCE
RECEIVED DATE 8/11/2025

Pursuant to §285-2 of the Village Code, a special event is an event 1) proposed to be held on public property or on private property, but affecting public property, 2) requiring Village support services, or 3) for which a waiver of one or more mobile food vending regulations set forth at §209-8 of Chapter 209, Mobile Food Vending, will be requested.

If additional space is required, please note in the appropriate box and attach extra sheet(s)

Event Name: Lancaster Fire Department Fill the Boot Fund Drive	
Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.): Fund Drive	
Event Date(s): 9-27-2025	Event Time(s): 9:00AM - 1:00PM
Applicant Name: Thomas Kukoleca	Event Location: Various intersections in the Village
Individual/Group/Corporation Name Holding Event: Lancaster Fire Department	Village Property Affected (If Applicable) Various intersections in the Village
Applicant Address, City, State, Zip: 5423 Broadway, Lancaster, NY 14086	Support Services Requested of the Village (If Applicable) N/A
Applicant Email: tkukoleca@lancasterfd.org	Applicant Phone 716-683-1901

Pursuant to Village Code §285-3(B)(2)(c), there must be an identified "in charge person" on premise during all hours of the event.

"In charge person": Thomas Kukoleca	Contact cell and email: 716-997-5468 tkukoleca@lancasterfd.org	Date & Time(s) On-Premise at Event: 8:00AM - 2:00PM
Anticipated Peak Attendance Number:		Anticipated Age Range of those in Attendance:
Will Alcohol be consumed? N/A		Will there be Amplified Sound or Music? If so, provide particulars including hours: N/A

Will Animals be part of the event? If so provide particulars.

Will Food Trucks be part of the event? If so and an exception to any regulation set forth in §209-8 of Village Code Chapter 209 "Mobile Food Vending" (see: <https://lancastervillageny.gov>) will be requested of the Village Code Enforcement Officer, identify by section number each regulation for which an exception will be requested.

If the event is what is commonly referred to as a block party: 1) identify by names and addresses block neighbors who have been advised of the proposed block party, 2) state either that no block neighbors have expressed opposition to the proposed block party or 3) separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.

If applicable respond to (a) through (h) below and attach a map or sketch depiction:

(a) Location of Parking Facilities indicating number of parking spaces being provided for:

(b) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:

(c) Location of Trash Facilities:

(d) Location of Water Facilities:

(e) Location of Electrical Facilities:

(f) Location of Toilet Facilities including location of Porta-Toilets:

(g) Location of Entrances where public is to enter and exit site:

(h) Location of Vendor Facilities including booths and food service:

(If Applicable) Organization providing Security:

(If Applicable) Number of Security Personnel:

Signature of Applicant:

Date:

8-4-2025

Post review disposition: ☐ Village Board approved.
☐ Village Board not approved.
☐ Applicant advised of Village Board determination: _____, _____, 202_____
☐ Village Board approved with attached statement of conditions imposed.

Good Afternoon-

Please see attached application for our October 4th event Lancaster Thrills. This year we will be using the stage at the end just like the renaissance faire to keep performers at the end. It will be a copy paste of pervious year with adding some vendors inside of current businesses.

All we are requesting is W Main to be closed at 2pm so we can use 30 minutes to filter out the remaining cars and begin vendors coming in to set up 230-430pm. With event start at 5pm
Same as renaissance festival

Pumpkins for Sale and decoration, Artists, balloons artist, face painting, mobile haunted house, peformaners, herse, kids performing from twin village, music academy & dance lab.

No alcohol on the street, all supporting local businesses.

I sent this previously but it went to the wrong email addresses as it had it ending in .ORG

My apologies for the delay.

Thank you so much and please let me know if you need anything from me or what meeting it will be discussed at. At this point we have all vendors confirmed and all merchants have been communicated with as it has been on the LVMA calendar since March 2025.

I am dropping this off in person today as well.

--

Thank you,
The 716 Dance Lab Staff.
(716) 254-1104
www.The716DanceLab.com
11 W. Main Street
Lancaster, NY, 14086

Village of Lancaster, New York
Village Code Chapter 285 Special Events Application

Municipal Building • 6423 Broadway • Lancaster, NY 14086 • (716) 683-2105

Pursuant to §285-2 of the Village Code, a special event is an event 1) proposed to be held on public property or on private property, but affecting public property, 2) requiring Village support services, or 3) for which a waiver of one or more mobile food vending regulations set forth at §209-8 of Chapter 209, Mobile Food Vending, will be requested.

If additional space is required, please note in the appropriate box and attach extra sheet(s)

Event Name: <div style="font-size: 1.5em; font-family: cursive;">Lancaster Thrills</div>	
Type of Event (Race/Walk, Festival, Concert, Neighborhood Celebration, Parade/Motorcade, Other, etc.): <div style="font-size: 1.2em; font-family: cursive;">Community event</div>	
Event Date(s): <div style="font-size: 1.2em; font-family: cursive;">Sat, Oct 4th</div>	Event Time(s): <div style="font-size: 1.2em; font-family: cursive;">5-9 pm</div>
Applicant Name:	Event Location: <div style="font-size: 1.2em; font-family: cursive;">W. main street</div>
Individual/Group/Corporation Name Holding Event: <div style="font-size: 1.2em; font-family: cursive;">The dance Lab. Bwitched</div>	Village Property Affected (If Applicable) <div style="font-size: 1.2em; font-family: cursive;">W. main</div>
Applicant Address, City, State, Zip: <div style="font-size: 1.2em; font-family: cursive;">11 W. main street Lancaster ny 14086</div>	Support Services Requested of the Village (If Applicable) <div style="font-size: 1.2em; font-family: cursive;">street closure at 2pm garage emptied</div>
Applicant Email: <div style="font-size: 1.2em; font-family: cursive;">The716dance Lab@gmail.com</div>	Applicant Phone: <div style="font-size: 1.2em; font-family: cursive;">716-200-7751</div>

Pursuant to Village Code §285-3(B)(2)(c), there must be an identified "in charge person" on premise during all hours of the event.

"In charge person": <div style="font-size: 1.2em; font-family: cursive;">Brittany Leighbody</div>	Contact cell and email: <div style="font-size: 1.2em; font-family: cursive;">716-200-7751</div>	Date & Time(s) On-Premise at Event: <div style="font-size: 1.2em; font-family: cursive;">Sat, Oct 4 2pm-10pm</div>
		<div style="font-size: 1.5em; font-weight: bold; opacity: 0.5;">RECEIVED</div> <div style="font-size: 1.2em; font-weight: bold; opacity: 0.5;">AUG - 5 2025</div> <div style="font-size: 0.8em; opacity: 0.5;">Village of Lancaster Clerk- Treasurers Office</div>

Anticipated Peak Attendance Number: <div style="font-size: 1.5em; font-family: cursive;">1,000</div>	Anticipated Age Range of those in Attendance: <div style="font-size: 1.5em; font-family: cursive;">all ages</div>
Will Alcohol be consumed? Applicant must comply with Village Code Section 85-3 "Alcoholic Beverages" <div style="font-size: 1.2em; font-family: cursive;">only inside establishments</div>	Will there be Amplified Sound or Music? If so, provide particulars including hours: <div style="font-size: 1.2em; font-family: cursive;">yes 5-9 2 speakers</div>

Will Animals be part of the event? If so provide particulars.

erie county police on horse back - always TBA
based on availability

Will Food Trucks be part of the event? If so and an exception to any regulation set forth in §209-8 of Village Code Chapter 209 "Mobile Food Vending" (see: <https://lancastervillage.nv.gov>) will be requested of the Village Code Enforcement Officer, identify by section number each regulation for which an exception will be requested.

only 1 That currently has a license w/ village
w/ny food cart | red ha hotdog truck

If the event is what is commonly referred to as a block party: 1) identify by names and addresses block neighbors who have been advised of the proposed block party, 2) state either that no block neighbors have expressed opposition to the proposed block party or 3) separately identify by names and addresses block neighbors who have expressed opposition to the proposed block party.

n/a

vendors, performers -
vendors will not block any business
door so accessible

*this is a non-profit event just for community

If applicable respond to (a) through (h) below and attach a map or sketch depiction:

(a) Location of Parking Facilities indicating number of parking spaces being provided for:

parking lot + central + Clark street

(b) Please explain Additional Traffic Control measures that will be undertaken to deal with traffic over/above the Parking Facilities explained in (a) above:

* see back for map

(c) Location of Trash Facilities:

street + each vendor + business

(d) Location of Water Facilities:

n/a

(e) Location of Electrical Facilities:

need tree power turned on for vendors please ***

(f) Location of Toilet Facilities including location of Porta-Toilets:

businesses - The athletics + may get portable potties

(g) Location of Entrances where public is to enter and exit site:

W main

(h) Location of Vendor Facilities including booths and food service:

sidewalk

(If Applicable) Organization providing Security:

(If Applicable) Number of Security Personnel:

Signature of Applicant:

Brittany Leightbody

Date:

7/21/2025

Post review disposition: ☐ Village Board approved.

☐ Village Board not approved.

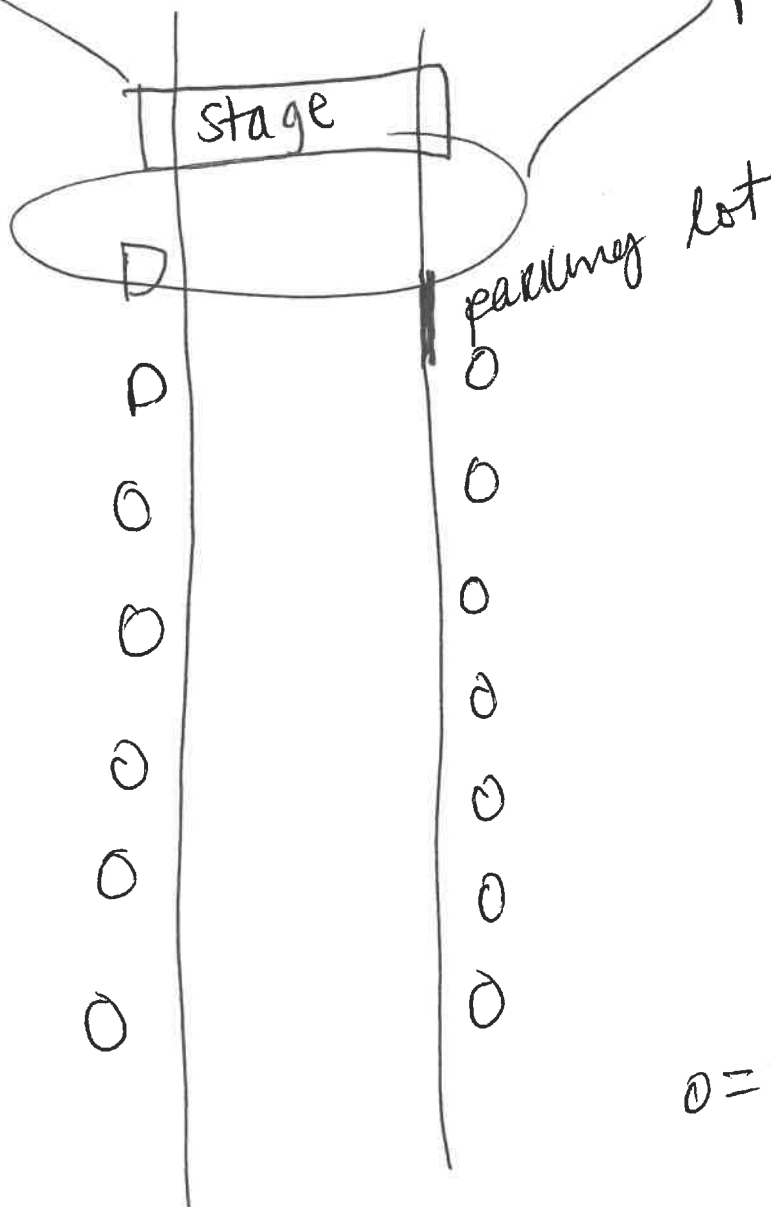
☐ Applicant advised of Village Board determination: _____, 202____.

☐ Village Board approved with attached statement of conditions imposed.

Sweeney will
be providing

audience

performance



o = vendor



**ST. MARY
OF THE
ASSUMPTION**



July 24, 2025

LISTED # 7
CORRESPONDENCE
MEETING DATE 8/11/2025

William Schroeder & Village Board
Office of the Mayor
5423 Broadway
Lancaster, NY 14086

Dear Mr. Schroeder,

St. Mary of the Assumption Parish in the Village of Lancaster is marking The 175th Anniversary of its founding. St. Mary's has nurtured generations of men and women who have helped build our village, town and state into the welcoming and vibrant communities they have become.

You are invited to be with us in noting this special event at a Mass with Bishop Michael Fisher on August 17, 2025 at 2:00PM with a reception to follow at the Parish Center.

We anticipate your reply at your earliest convenience.

Sincerely,

Rev. Paul W. Steller



Environmental Facilities Corporation

LISTED # 8
CORRESPONDENCE
MEETING DATE 8/11/2025

KATHY HOCHUL
Governor

MAUREEN A. COLEMAN
President and CEO

August 6, 2025

The Honorable William Schroeder
Mayor
Village of Lancaster
5423 Broadway
Lancaster, NY 14086

Re: Engineering Planning Grant No. 2311
Mini-Systems 2, 3, and 6 Infiltration and Inflow Improvements Study
Village of Lancaster
Erie County
Award Letter

Dear Mayor Schroeder:

On behalf of Governor Kathy Hochul, I am pleased to inform you that your community has been awarded a NYS Environmental Facilities Corporation (EFC) Wastewater Infrastructure Engineering Planning Grant (EPG) for the above referenced project. Your EPG has been awarded in an amount not to exceed \$100,000 for the development of the proposed engineering report.

Please confirm your acceptance of the grant award and intent to proceed with this project by completing and signing the enclosed form and e-mailing it to epg@efc.ny.gov no later than **August 29, 2025**. Without your confirmation, we may bypass your project and award these grant funds to another community.

As means of advancing this project, members of our EFC team will contact you to guide you through the program requirements and related processes, and to answer any of your questions. In order to remain eligible for these funds, your community must enter into a Grant Agreement for the above project by **September 30, 2026**.

We appreciate your interest in the EPG program and look forward to working with you on your water quality improvement project.

Sincerely,

Maureen A. Coleman
President & CEO

Enclosure

ACKNOWLEDGEMENT AND ACCEPTANCE OF EPG GRANT AWARD

The Engineering Report MUST follow the EFC/DEC Engineering Report Outline and recommend a capital improvement project which addresses and aligns with the issue(s) identified in the EPG application.

Please confirm your community's acceptance of the EPG by signing below. Please e-mail the completed form to epg@efc.ny.gov no later than **August 29, 2025**.

ACKNOWLEDGEMENT BY THE AWARDEE:

Village of Lancaster

Grant No. 2311

Mini-Systems 2, 3, and 6 Infiltration and Inflow Improvements Study

An engineering study will be conducted to evaluate the existing condition of the sanitary sewers in the Village of Lancaster Mini-Systems 2, 3, & 6 to identify sources of inflow and infiltration. The report will recommend and prioritize capital improvements to the collection system to reduce sanitary sewer overflows. Implementation of this project will protect water quality in Cayuga Creek.

The Awardee intends to proceed with this project and accepts the Engineering Planning Grant.


(Signature of Authorized Representative)

WILLIAM C. SCHROEDER
(Print Name)

MAYOR
(Title)

8/7/2025
(Date)

	1 st Motion	2 nd Motion	
1.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	Resolution to adopt the Fund Balance Policy for the Village of Lancaster as presented.
2.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
3.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
4.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
5.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
6.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
7.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
8.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
9.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
10.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i> <i>Refer to:</i>	
11.	<u> </u> <i>ACTION -</i>	<u> </u> <i>Approved</i> <i>Denied</i>	

FUND BALANCE POLICY

Purpose

The Village of Lancaster has enacted the following policy in an effort to ensure financial security through the maintenance of a healthy reserve fund that guides the creation, maintenance, and use of resources for financial stabilization purposes.

The Village of Lancaster's reserve funds must be properly established and maintained to promote the goal of creating an open, transparent and accountable use of public funds. The Village of Lancaster's primary objective is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. The Village of Lancaster also seeks to maintain the highest possible credit ratings which are dependent, in part, on the Village of Lancaster's maintenance of a healthy fund balance.

Background

The Governmental Accounting Standards Board (GASB) issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, which is intended to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied. These are included at the end of this policy for clarification.

The Government Finance Officers Association (GFOA) recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund.

Minimum Fund Balance Policy for the General Fund

- This policy shall apply to the Village of Lancaster's General Fund, exclusively.
- The Board of Trustees is the only decision-making authority that can commit fund balance.
- The Village of Lancaster shall strive to maintain unexpended surplus funds of not less than 15% and not more than 40% of General Fund adopted budget appropriations, excluding interfund transfers.
- Funding of fund balances will generally come from excess revenues over expenditures or one-time revenues.
- The Village of Lancaster will measure its compliance with this policy as of May 31st each year, as soon as practical after final year-end account information becomes available. During the course of the year the Clerk-Treasurer shall closely monitor the Village of Lancaster's revenues and expenditures to ensure fund balances are not used beyond what was planned.
- It is the intent of the Village of Lancaster to limit the use of fund balances to address unanticipated, non-recurring needs, or unanticipated future obligations. Fund balances shall not normally be applied to recurring annual operating expenditures.
- In the event that unassigned fund balance exceeds 40% of adopted budget appropriations, the annual policy review will include consideration of funding of accrued liabilities, covering of one-time expenditures, or the start-up of expenditures for new programs.
- In the event that unassigned fund balance falls below 15% of adopted budget appropriations, the Clerk-Treasurer shall make a recommendation to the Board of Trustees to restore the fund balance to the minimum level in the next budget year or appropriate period of time.

The Village of Lancaster will spend the most restricted dollars before less restricted where such spending is appropriate and the legal restriction does not limit the use of such restricted amount for the particular purpose in question in the following order:

- Nonspendable (if funds become spendable)
- Restricted
- Committed
- Assigned
- Unassigned

Definitions

GASB Statement No. 54 replaces the previous fund balance classifications with the following:

Nonspendable fund balance

This consists of assets that are inherently nonspendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments.

Restricted fund balance

This consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments, or through constitutional provisions or enabling legislation.

Committed fund balance

This consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint. The New York State Office of the State Comptroller believes that in most cases, local governments in New York will not have committed fund balance to report.

Assigned fund balance

This consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the General Fund, and in funds other than the General Fund, assigned fund balance represents the residual amount of fund balance.

Unassigned fund balance

This represents the residual classification for the government's General Fund and could report a surplus or deficit. In funds other than the General Fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or unassigned.