

**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: January 26 (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**
- 10. HEARINGS**
- X 11. MISCELLANEOUS**
- X 12. ADJOURNMENT**

**NEXT SCHEDULED REGULAR MEETING**

**MONDAY, FEBRUARY 23, 2026**

# **Village of Lancaster**

## **Audience Participation Guidelines**

Guidelines (highlighted in yellow) to be read by the Mayor or his/her designee at the beginning of the public comment portion of the meeting. Guidelines will also be posted in common public areas and in the agenda for the Village of Lancaster Board Meetings.

Raise your hand to be recognized by the Mayor or his/her designee.

State your name and address.

Speak directly to the Village Board only, using the microphone provided.

Speak once for three (3) minutes or less, unless extended by the Mayor or his/her designee.

Any unruly activity, including yelling, name calling or request for personal information will not be tolerated. The audience member misbehaving in such manner may have his or her opportunity to speak summarily terminated.

Public comment will only be held in the portion of the meeting as stated in the agenda.

# VILLAGE OF LANCASTER, NY

## OFFICIAL MEETING MINUTES

January 26, 2026

Page 1 of 8

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, January 26, 2026, at 7:00 P.M.

MEETINGS TO DATE	22
NO. OF REGULARS	18
NO. OF SPECIALS	4

### Attendance:

	Attended / Absent
William C. Schroeder	21 / 1
Tammie E. Malone Schaefer	20 / 2
John Mikoley	20 / 2
Deirdre A. Miller	20 / 2
Gavin J. O'Brien	22 / 0

### Also Present:

Arthur A. Herdzik	Village Attorney
Michael E. Stegmeier	Clerk-Treasurer
Wayne Cisco	Superintendent of Public Works
Eric Feldmann	Fire Chief
Thomas Kukoleca	Fire Chief – Assistant 9-2
Captain Jeff Smith	Town of Lancaster Police Department

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**Mayor Schroeder led the pledge to the flag.**

### ACCEPTANCE OF MINUTES

Motion by Trustee Mikoley and seconded by Trustee O'Brien to accept the minutes of the January 12, 2026 regular meeting.

Adopted Resolution: **358**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

### 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 1/13/2026 to 1/26/2026.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 73 claims were approved, and that all claims were paid against the:

GENERAL FUND -----	in the amount of \$	571,532.96
SEWER FUND -----	in the amount of \$	12,836.15
TRUST FUND -----	in the amount of \$	773.87
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 12/23/2025 To 1/12/2026

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

General Fund checks # 93835 through # 93886  
Sewer Fund checks # 12358 through # 12365  
Trust Fund checks # 2627 through # 2628

Adopted Resolution: **359**      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 January 2, 2026 – January 15, 2026.

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

Adopted Resolution: **360**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 2) Correspondence from Erie County Clerk Michael P. Kearns and Western New York Law Center reaching out to schedule a visit in 2026 to discuss their work and collect complaints for potential zombie properties.

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

Adopted Resolution: **361**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 3) Correspondence from Paul J. D'Orlando, Principal Contract Monitor, Erie County Department of Environment and Planning, providing notice that the W. Drullard Park Splash Pad and Playground Improvements Project was not recommended for funding as part of the Community Development Block Grant Consortium Year 2026 funding application.

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

Trustee O'Brien noted that additional CDBG funding may become available later this year for this project.

Adopted Resolution: **362**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

- 4) Correspondence from Jordan Siuda providing notice of her resignation from employment as court clerk with the Village of Lancaster Justice Court effective with her last day on January 16, 2026.

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

Adopted Resolution: **363**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

5) Correspondence from DPW Superintendent Wayne K. Cisco recommending to appoint employee Paul Rath to permanent status as Laborer for the Department of Public Works following the successful completion of his probationary period effective on January 29, 2026.

Motion by Trustee Mikoley and seconded by Trustee O'Brien to appoint Paul Rath to permanent status as Laborer effective on January 29, 2026, per the recommendation of Superintendent Cisco.

Adopted Resolution: **364**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

6) Correspondence from DPW Superintendent Wayne K. Cisco requesting approval to send three (3) employees to the WNY Stormwater Conference & Tradeshow on March 31, 2026 at the Buffalo Convention Center at a cost of \$175.00 per person for registration.

Motion by Trustee Mikoley and seconded by Trustee Malone Schaefer to approve this request as presented.

Adopted Resolution: **365**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

**RESOLUTIONS:**

Motion by Mayor Schroeder and seconded by Trustee Malone Schaefer to rename PAC Way to "Dick Young Road" effective on September 1, 2026.

Adopted Resolution: **366**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by Trustee O'Brien and seconded by Trustee Mikoley to approve that the Village of Lancaster Board of Trustees intends to establish itself as Lead Agency for the coordinated environmental review of a Type I Action to adopt the Village of Lancaster & Village of Depew Joint Comprehensive Plan, and further to provide notice of this intent to Involved & Interested Agencies to allow 30 days for them to object or provide comments related to this Action.

Adopted Resolution: **367**      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 2025 CMOM Activities Report as prepared by Watts Architects and Engineers and authorize the report to be submitted to the NYS Department of Environmental Conservation as required per the Order on Consent.

Adopted Resolution: **368**      Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, Miller, and O'Brien

Motion by Mayor Schroeder and seconded by Trustee Miller to approve the following resolution:

WHEREAS, residents of the Village of Lancaster had approved a proposition to establish a Service Award Program for active volunteer firefighter members of the Lancaster Fire Department, in accordance with Article 11-A of the New York State General Municipal Law;

WHEREAS, the current program being administered by the Board of Trustees of the Village Lancaster permits only 30 years of active service to be credited towards the LOSAP program; and

WHEREAS, the Trustees believe it to benefit the public to increase the length of credit of a volunteer's time in the LOSAP to 40 years, in order to provide an incentive to continue to increase the time of active service;

WHEREAS, the Trustees believe it to benefit the public to lower the entitlement age of a volunteer firefighter to age 62, in order to provide an incentive to serve the community;

WHEREAS, Article 11-A authorizes the Board of Trustees of the Village of Lancaster to seek voter approval of proposed amendments to the Service Award Program;

WHEREAS, it is the intention of the Board of Trustees to propose amendments in order to improve the Service Award Program benefits to active volunteer firefighter members of the Lancaster Fire Department;

WHEREAS, such improvement in Service Award Program benefits is consistent with the intent of the Program to help the Lancaster Fire Department recruit and retain active volunteer firefighter members;

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE VILLAGE LANCASTER, NEW YORK  
HEREBY RESOLVES (by the favorable vote of not less than three-fifths of all its members), AS FOLLOWS:

SECTION 1. The Village of Lancaster, as authorized by Article 11-A of the New York State General Municipal Law, directs that there shall be a public referendum of eligible voters of the Village of Lancaster in an election to be held on Wednesday March 18, 2026, at the Village of Lancaster Municipal Building at 5423 Broadway between the hours of 12 pm and 9 pm, to determine whether the previously established Village of Lancaster Defined Contribution Service Award Program (Program), currently administered by the Village of Lancaster for active volunteer firefighter members of the Lancaster Fire Department, shall be amended, effective January 1, 2026, to increase the maximum number of years of allowable service credit from 30 years to 40 years and lower the entitlement age from 65 to 62.

SECTION 2. This resolution is expected to increase the total annual minimum required contribution by about \$130,132.00;

SECTION 3. All other provisions of the Village of Lancaster Service Award Program, which require voter approval to be amended, shall not change and the Program shall continue to be administered by the Village of Lancaster in accordance with Article 11-A of the New York State General Municipal Law as such law is amended from time to time.

The ballot will be in substantially the following form:

Should the following resolution to amend the Village of Lancaster Volunteer Firefighter Length of Service Award Program duly adopted by the Board of Trustees of the Village of Lancaster on January 26, 2026, be approved?

A RESOLUTION OF THE VILLAGE OF LANCASTER BOARD OF TRUSTEES,  
AUTHORIZING, PURSUANT TO ARTICLE 11-A OF THE GENERAL MUNICIPAL LAW OF  
THE STATE OF NEW YORK, AN AMENDMENT TO THE EXISTING DEFINED  
CONTRIBUTION SERVICE AWARD PROGRAM CURRENTLY ADMINISTERED BY THE  
VILLAGE OF LANCASTER FOR ACTIVE VOLUNTEER FIREFIGHTER MEMBERS OF  
THE LANCASTER FIRE DEPARTMENT, TO BE EFFECTIVE JANUARY 1, 2026; STATING  
THAT THE SERVICE AWARD PROGRAM SHALL INCREASE THE MAXIMUM NUMBER  
OF YEARS OF ALLOWABLE SERVICE CREDIT FROM 30 YEARS TO 40 YEARS; AND  
LOWERING THE ENTITLEMENT AGE FROM 65 TO AGE 62; STATING THAT ALL  
OTHER PROVISIONS OF THE VILLAGE OF LANCASTER SERVICE AWARD PROGRAM,  
WHICH REQUIRE VOTER APPROVAL TO BE AMENDED, SHALL NOT CHANGE AND  
THE PROGRAM SHALL CONTINUE TO BE ADMINISTERED BY THE VILLAGE OF  
LANCASTER IN ACCORDANCE WITH ARTICLE 11-A OF THE NEW YORK STATE  
GENERAL MUNICIPAL LAW AS SUCH LAW IS AMENDED FROM TIME TO TIME.

All persons registered to vote in the Village and residing in the Village for at least thirty days prior to the day of the vote may vote in such referendum.

Adopted Resolution: **369**

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

(ROLL CALL VOTE)

Abstained: Trustee Malone Schaefer

**AUDIENCE PARTICIPATION:**

-none-

**COMMITTEE REPORTS & FOLLOW UPS:**

➤ **FINANCE & CLAIMS** – Trustees Miller & O'Brien

No report.

➤ **PUBLIC WORKS** – Trustee Mikoley

No report.

➤ **PUBLIC SAFETY** – Mayor Schroeder

No report.

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

There was a kickoff meeting last week with Kideney Architects regarding the buildings assessment study. We have provided relevant reports that were available regarding the buildings. The consultants will require assistance from DPW throughout the process for access and other items, as needed.

The Municipal Building report from CPL related to condition of the west wall was removed from the committee list since this matter will be included in the buildings assessment study by Kideney Architects.

A new door access system has been installed at the Lancaster Municipal Building.

He is working on a new project with the Historic Preservation Commission relating to street signs in the historic district. More information will be forthcoming in the near future.

➤ **HUMAN RESOURCES** – Trustee Malone Schaefer

With the recent vacancy in the Court Clerk position, we had posted for applications to be received through last Friday. There will be interviews scheduled for later this week after reviewing the applications.

➤ **COMMUNITY EVENTS** – Trustee Malone Schaefer

No report.

➤ **ECONOMIC DEVELOPMENT** – Mayor Schroeder

No report.

**➤ SEWER – Trustee Mikoley**

The Pleasant Avenue repairs project was not funded by multiple grant programs. We now need to move forward to complete the project using Village funds. Watts Engineers was previously approved for services related to this project, and they will prepare the bid packet so that the Board can authorize advertising for bids at the next meeting. This project will be added to this committee for ongoing follow-up and review.

He noted that the annual CMOM report provides a summary of activities going back to around 2018 including all of the improvements that have been made to the sewer system since that time.

There was a Sewer Committee meeting earlier this month. Watts will be preparing a proposal for more inspections to be conducted in Mini System 5 similar to what's been done in other mini systems.

**➤ GRANTS – Trustee O'Brien****Plum Bottom Creek Culvert Project**

Construction was set to start today. Progress meetings will begin next week and continue every other week until the project is completed.

**ZEV Grant – EV Charging Station**

Amy Stypa sent out the contract documents. Please review and provide feedback, if any, by January 30<sup>th</sup>.

**TAP – Central Ave Streetscape Broadway to Walden**

A public presentation on the streetscape improvements and mobility hub will be held on the evening of Thursday, February 26<sup>th</sup>, from 5:30 p.m. to 7:00 p.m.

**WQIP – Pleasant Ave Sewer Repairs**

This application was denied. We will need to look into having these repairs done regardless. The project will be removed from Grants Committee and added to Sewer Committee.

**CDBG - West Drullard Splash Pad**

He is continuing to have conversations on this project with Parkitects and Erie County. There may be an opportunity to fund the project in the spring.

**Municipal Parks & Recreation – Cayuga Park Upgrades**

After further review, there are some procedural steps that would need to happen to allow the park to be eligible for these funds, so we won't be able to take advantage of this opportunity. However, he will continue working with Bill Schutt on the "terrace" so that there is a plan in case more funds are available down the road.

**➤ TECHNOLOGY & MARKETING – Trustee Miller**

A meeting with Town Highway Superintendent John Pilato regarding the GIS program was delayed due to weather conditions.

**➤ CLIMATE SMART – Trustee O'Brien**

Dare to Repair Café event will be held on March 7<sup>th</sup> from 11:00 a.m. to 2:00 p.m. at the Lancaster Municipal Building.

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

It has been normal procedures with snow plowing while dealing with the recent storm.

He reported that salt delivery is currently delayed. It is not a shortage but only a backup with delivery. They are managing the remaining supply the best they can until more salt arrives. He expects the next delivery to come on Wednesday this week.

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

He noted that there were some issues with the recent installation of the new door access system, but they have been sorted out now. He now has the ability to manage the system remotely and set up schedules for evening meetings, as needed.

➤ **FIRE CHIEF** – Eric Feldmann

He reported 405 calls for the calendar year 2025.

Members participated in more than 3,600 hours of training in 2025.

The department is hosting a fire police class at the Lancaster Municipal Building.

He is working on getting quotes for the V-Fire grant application.

The new pumper is still on schedule for completion in December 2026 with delivery in early 2027.

➤ **TOWN BUILDING DEPARTMENT** – Matt Fischione (Absent)

No report.

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

No report.

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

No report.

**MISCELLANEOUS:**

There was a confidential executive session held during the work session prior to the regular meeting to confer with Attorney Herdzik along with Clerk-Treasurer Stegmeier to discuss contractual negotiations relating to the review of engineering firms. The work session was held from 6:23 p.m. until 6:38 p.m.

**ADJOURNMENT:**

Motion by Mayor Schroeder and seconded by Trustee Mikoley to adjourn the meeting at 7:20 p.m. in memory of Joel Cristall.

Adopted Resolution: **370**

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

Respectfully submitted,

Michael E. Stegmeier  
Clerk-Treasurer

## ABSTRACT

**January 26, 2026**

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

January 27, 2026 to February 9, 2026

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 \$ 213,478.11**

**SEWER FUND -----in the amount of \$ 12,169.09**

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

**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 225,647.20**

For the period from January 13, 2026 to January 26, 2026

### 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.....	<b>70</b>
General Fund Ck#.....	<b>93887-93934</b>
Sewer Fund Ck#.....	<b>12366-12368</b>
Trust Fund Ck#.....	_____
Capital Fund Ck#.....	_____
Community Development Fund Ck#	_____

\_\_\_\_\_  
Mayor William Schroeder

## Abstract Summary of Funds

Board Meeting Date: January 26, 2026

	General Fund (A)	Sewer Fund (G)	Trust Fund (T)	Capital Fund (H)
Vouchers Paid by Check	\$ 114,409.91	\$ 5,022.66		
2025-2026 Budget				
M&T Credit Card	\$ 1,996.12			
Payroll Voucher 1/16/2026	\$ 90,117.52	\$ 6,638.58		
Fica Voucher 1/16/2026	\$ 6,954.56	\$ 507.85		
<b>TOTALS</b>	<b>\$ 213,478.11</b>	<b>\$ 12,169.09</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 225,647.20</b>			



PO #	PO Date	Vendor	Contract	PO Type	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01026	01/14/26	CAMPB010	SHERRY CAMPBELL								
1	HPC MEETING - COMMISSION MBR	\$100.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET	R		01/14/26	01/14/26	1/14/2026	
26-01027	01/15/26	CARRI005	CARRICK, RYAN								
1	PLANNING COMMISSION MEETING	\$100.00	A-8020-434-000	E	PLANNING-PROF SERVICES PC ME	R		01/15/26	01/15/26	1/15/2026	
26-01028	01/21/26	CODE3005	CODE 3 HEALTH AND SAFETY								
1	ANNUAL OSHA REFRESHER COURSE	\$1,300.00	A-3411-470-000	E	FIRE DEPT-TRAINING	R		01/21/26	01/21/26	1/21/2025	
26-01029	01/23/26	COUNT010	COUNTY LINE STONE CO INC								
1	COLD PATCH	\$247.92	A-5110-434-000	E	STREETS MAINT-PAVING & RECON	R		01/23/26	01/23/26	22818	
26-01030	01/23/26	DELAG005	DELAGE LANDEN FINANCIAL SVC								
1	DOCWARE SOFTWARE FEB 2026	\$710.00	A-1325-435-200	E	FINANCE TREASURER - SVC MAINT	R		01/23/26	01/23/26	FEB 2026	
26-01031	01/23/26	DIVAL005	DIVAL SAFETY EQUIP. INC.								
1	DPW RESTOCK EYE & HEARING PRO.	\$117.50	A-5010-442-000	E	STREETS ADMINISTRATION-SAFET	R		01/23/26	01/23/26	3838582	
26-01032	01/23/26	EATON005	EATON OFFICE SUPPLY								
1	ENV VARYING SIZES 3 CASES	\$73.16	A-1325-401-000	E	FINANCE TREASURER - OFFICE SU	R		01/23/26	01/23/26	PINV1321048	
26-01033	01/16/26	EATON005	EATON OFFICE SUPPLY								
1	OFFICE SUP 8.5X11 PAPER 2 QTY	\$89.98	A-1110-401-000	E	VILLAGE JUSTICE - OFFICE SUPPLI	R		01/16/26	01/16/26	PINV1318141	
26-01034	01/14/26	ECKER005	EMMA ECKER								
1	HPC MEETING MBR / SECRETARY	\$295.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET	R		01/14/26	01/14/26	1/14/2026	
26-01035	01/23/26	EEDEV005	E & E DEVELOPMENT								
1	REFUND TAX CERT, 14 CLARK ST	\$50.00	A-1230-000-000	R	TREASURER FEES	R		01/23/26	01/23/26	1/24/2025	
26-01036	01/22/26	ERIEC015	ERIE COUNTY COMPTROLLER								
1	REPLACE ST SIGN, DPW SIGN SHOP	\$88.32	A-5110-401-000	E	STREETS MAINT-HIGHWAY MARKIN	R		01/22/26	01/22/26	632308	

PO #	PO Date	Vendor	Contract	PO Type					
Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rec'd Date	Chk/Void Date	Invoice
26-01037 01/21/26 ECVOL005		EC VOLUNTEER FIREMAN'S ASSOC.							
1 ANNUAL DUES	\$10.00	A-3411-432-000	E	FIRE DEPT-DUES & SUBSCRIPTION R		01/21/26	01/21/26		1/22/2026
26-01038 01/22/26 ERIEC045		ERIE COUNTY WATER AUTHORITY							
1 DPW H20 - 11/30/25-12/31/25	\$19.46	A-1640-441-000	E	DEPT PUBLIC WORKS GARAGE-WA R		01/22/26	01/22/26		ACT#60649378-8
26-01039 01/23/26 GRAIN005		GRAINGER							
1 CIRCUIT BREAKER, SHOP RESTOCK	\$194.57	A-5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI R		01/23/26	01/23/26		929439
2 CIRCUIT BREAKER, SHOP RESTOCK	\$194.58	A-5132-452-000	E	SNOW REMOVAL-REPAIRS/MAINT: ↑ R		01/23/26	01/23/26		929439
3 CIRCUIT BREAKER, SHOP RESTOCK	\$25.26	A-8160-453-000	E	REFUSE & GARBAGE-EQUIPMENT ↑ R		01/23/26	01/23/26		929439
				<b>\$414.41</b>					
26-01040 01/26/26 HIGHM005		HIGHMARK BCBSWNY							
1 HEALTH INS FEB 2026	\$26,638.08	A-9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL & R		01/26/26	01/26/26		FEBRUARY 2026
2 HEALTH INS FEB 2026	\$2,651.28	G-9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & M R		01/26/26	01/26/26		FEBRUARY 2026
				<b>\$29,289.36</b>					
26-01041 01/23/26 HURTU005		HURTUBISE TIRE INC							
1 REPAIRS TO ENGINE 5 & TRUCK 7	\$2,239.39	A-3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY DI R		01/23/26	01/23/26		249427
2 REPAIRS TO ENGINE 5 & TRUCK 7	\$75.45	A-8560-452-000	E	SHADE TREES-TRUCK REPAIR & M, R		01/23/26	01/23/26		249427
				<b>\$2,314.84</b>					
26-01042 01/14/26 KACAL005		KACALA, JEANINE							
1 HPC MEETING COMMISSION MBR	\$100.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R		01/14/26	01/14/26		1/14/2026
26-01043 01/14/26 JOSEP005		JOSEPH KEEFE, ESQ							
1 HPC MEETING COMMISSION MBR	\$100.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R		01/14/26	01/14/26		1/14/2026
26-01044 01/15/26 MATT005		MATTHEW BENDER & CO INC							
1 LAW BOOKS - NY CLS DESK	\$735.54	A-1110-409-000	E	VILLAGE JUSTICE - LAW BOOKS R		01/15/26	01/15/26		47857331
26-01045 01/15/26 MATT005		MATTHEW BENDER & CO INC							
1 LAW BOOKS - NY CRIM PROC LAW	\$60.00	A-1110-409-000	E	VILLAGE JUSTICE - LAW BOOKS R		01/15/26	01/15/26		46364773

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
26-01046	01/14/26	MEYER005	MICHAEL MEYER										
1	HPC MEETING CHAIR			\$125.00	A-7520-434-000		E	HIST DIST-PROF SVC-HPC SECRET. R		01/14/26	01/14/26		1/14/2026
26-01047	01/15/26	MILLE025	MILLER, SAMUEL										
1	PLANNING COMMISSION MBR			\$100.00	A-8020-434-000		E	PLANNING-PROF SERVICES PC ME R		01/15/26	01/15/26		1/15/2026
26-01048	01/22/26	NAPAA010	NAPA AUTO PARTS										
1	PRTS & SUPP DEC 2025			\$15.24	A-1640-453-000		E	DEPT PUBLIC WORKS - REPAIRS R		01/22/26	01/22/26		DEC2025
2	PRTS & SUPP DEC 2025			\$577.04	A-3411-456-000		E	FIRE DEPT-REPAIRS & MAINT BY DI R		01/22/26	01/22/26		DEC2025
3	PRTS & SUPP DEC 2025			\$315.55	A-5110-419-000		E	STREETS MAINT-TOOLS & PAINT R		01/22/26	01/22/26		DEC2025
4	PRTS & SUPP DEC 2025			\$71.72	A-5110-452-000		E	STREETS MAINT-REPAIRS/MAINT:TI R		01/22/26	01/22/26		DEC2025
5	PRTS & SUPP DEC 2025			\$843.35	A-5132-417-000		E	SNOW REMOVAL-TIRES & BATTERI R		01/22/26	01/22/26		DEC2025
6	PRTS & SUPP DEC 2025			\$120.28	A-5132-452-000		E	SNOW REMOVAL-REPAIRS/MAINT: R		01/22/26	01/22/26		DEC2025
								<b>\$1,943.18</b>					
26-01049	01/22/26	NATIO015	NATIONAL FUEL										
1	NEFH 12/9/25-1/9/26			\$773.47	A-1621-440-000		E	NORTH END FIRE HALL - GAS R		01/22/26	01/22/26		32777533203
26-01050	01/22/26	NATIO015	NATIONAL FUEL										
1	DPW - 12/8/25 - 1/8/26			\$4,962.47	A-1640-440-000		E	DEPT PUBLIC WORKS GARAGE-GA R		01/22/26	01/22/26		32777234102
26-01051	01/22/26	NOCOE005	NOCO ENERGY CORP- FUELS										
1	DIESEL FUEL M			\$399.36	A-5110-416-000		E	STREETS MAINT-GASOLINE & OIL R		01/22/26	01/22/26		SP13214382
2	DIESEL FUEL M			\$517.86	A-5132-416-000		E	SNOW REMOVAL-GASOLINE & OIL R		01/22/26	01/22/26		SP13214382
3	DIESEL FUEL M			\$117.36	A-8160-416-000		E	REFUSE & GARBAGE-GASOLINE & R		01/22/26	01/22/26		SP13214382
4	DIESEL FUEL M			\$227.62	G-8120-416-000		E	SANITARY SEWERS-FUEL & LUBE R		01/22/26	01/22/26		SP13214382
								<b>\$1,262.20</b>					
26-01052	01/22/26	NOCOE005	NOCO ENERGY CORP- FUELS										
1	UNLEADED FUEL			\$326.35	A-5110-416-000		E	STREETS MAINT-GASOLINE & OIL R		01/22/26	01/22/26		SP13208435
2	UNLEADED FUEL			\$579.44	A-5132-416-000		E	SNOW REMOVAL-GASOLINE & OIL R		01/22/26	01/22/26		SP13208435
								<b>\$905.79</b>					

PO #	PO Date	Vendor	Contract	PO Type	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
<i>Item Description</i>											
26-01053	01/22/26	NOCOE005	NOCO ENERGY CORP- FUELS								
1	DIESEL FUEL		\$105.54	A-3411-416-000	E	FIRE DEPT-GASOLINE & OIL	R	01/22/26	01/22/26	SP13205141	
2	DIESEL FUEL		\$563.38	A-5110-416-000	E	STREETS MAINT-GASOLINE & OIL	R	01/22/26	01/22/26	SP13205141	
3	DIESEL FUEL		\$303.63	A-5132-416-000	E	SNOW REMOVAL-GASOLINE & OIL	R	01/22/26	01/22/26	SP13205141	
4	DIESEL FUEL		\$122.24	A-8170-416-000	E	STREET CLEANING-GASOLINE & OI	R	01/22/26	01/22/26	SP13205141	
5	DIESEL FUEL		\$163.76	G-8120-416-000	E	SANITARY SEWERS-FUEL & LUBE	R	01/22/26	01/22/26	SP13205141	
			<b>\$1,258.55</b>								
26-01054	01/22/26	N00000015	NYSEG								
1	5 AURORA ST	12/8/25-1/5/26		\$415.23	A-8510-438-000	E	BEAUTIFICATION - CBD TREES / RE	R	01/22/26	01/22/26	1001-7804-781
26-01055	01/22/26	N00000015	NYSEG								
1	34 CENTRAL AVE	12/5/25-1/5/26		\$175.62	A-7550-400-000	E	CELEBRATIONS-CONTRACTUAL EX	R	01/22/26	01/22/26	1001-7800-635
26-01056	01/22/26	N00000015	NYSEG								
1	MONUMENT LGHTNG	12/6/25-1/5/26		\$56.87	A-7110-438-000	E	PARKS-ELECTRIC	R	01/22/26	01/22/26	1003-8596-887
26-01057	01/22/26	N00000015	NYSEG								
1	ST LTG R3	12/1/25-12/31/25		\$3,700.74	A-5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	01/22/26	01/22/26	1001-3627-707
26-01058	01/22/26	N00000015	NYSEG								
1	CENT AVE W MAIN	12/5/25-1/5/26		\$115.02	A-7550-400-000	E	CELEBRATIONS-CONTRACTUAL EX	R	01/22/26	01/22/26	
26-01059	01/22/26	N00000015	NYSEG								
1	16 W MAIN ST	12/2/25-1/6/26		\$76.98	A-8510-438-000	E	BEAUTIFICATION - CBD TREES / RE	R	01/22/26	01/22/26	1004-7932-537
26-01060	01/22/26	N00000015	NYSEG								
1	5386 BROADWAY	12/2/25-1/6/26		\$839.44	A-7110-441-000	E	PARKS-WATER	R	01/22/26	01/22/26	1002-2259-743
26-01061	01/22/26	N00000015	NYSEG								
1	5421 BROADWAY	12/4/25-1/2/26		\$1,016.70	A-1620-438-000	E	SHARED SERVICES - ELECTRIC	R	01/22/26	01/22/26	1001-00038-676
26-01062	01/22/26	N00000015	NYSEG								
1	NEFH M	12/4/25-1/2/26		\$258.41	A-1621-440-000	E	NORTH END FIRE HALL - GAS	R	01/22/26	01/22/26	1001-0038-361

**LANCASTER VILLAGE**  
 Purchase Order Listing By P.O. Number

PO #	PO Date	Vendor	Contract	PO Type	Item Description	Amount	Charge Account	Acct Type	Description	Stat/CnK	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
26-01063	01/22/26	NY0000015		NYSEG	1 CENT & BRADY 12/12/25-1/12/26	\$43.65	A-5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	01/22/26	01/22/26	1001-1749-818	
26-01064	01/22/26	NY0000015		NYSEG	1 CENT @ PLEASANT 12/5/25-1/6/26	\$465.87	A-5182-438-000	E	STREET LIGHTING-HWY LIGHTING-	R	01/22/26	01/22/26	1001-3025-646	
26-01065	01/23/26	NYCOM005		NYCOM	1 PLANZONE WEBINAR - HAUSER	\$60.00	A-8010-471-000	E	ZONING - EDUCATION & TRAINING	R	01/23/26	01/23/26	13408	
26-01066	01/23/26	NYSMA005		NYS MAGISTRATES ASSOCIATION	1 JUDGE BUMBALO NYSMA DUES 25&26	\$230.00	A-1110-435-000	E	VILLAGE JUSTICE - CONTRACTUAL	R	01/23/26	01/23/26	DUES 2025&2026	
26-01067	01/21/26	OCCUS005		OCCUSTAR INC	1 ANNUAL PHYSICALS ENTIRE DEPT	\$13,095.00	A-3411-471-000	E	FIRE DEPT-PHYSICALS	R	01/21/26	01/21/26	15392	
26-01068	01/23/26	POWER015		POWER & CONST GRP, INC	1 STREET LIGHT MAINT. VARIOUS	\$2,096.42	A-5182-435-000	E	STREET LIGHTING-MAINTENANCE .	R	01/23/26	01/23/26	LP14414	
26-01069	01/22/26	PRIMO005		PRIMO BRANDS	1 WATER, RENTAL, PLASTIC CUPS	\$166.88	A-1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTL	R	01/22/26	01/22/26	VARIOUS	
					2 WATER, RENTAL, PLASTIC CUPS	\$14.99	A-1620-435-000	E	SHARED SERVICES - CONTRACTU/	R	01/22/26	01/22/26	VARIOUS	
					3 WATER, RENTAL, PLASTIC CUPS	\$58.96	A-1325-401-000	E	FINANCE TREASURER - OFFICE SU	R	01/22/26	01/22/26	VARIOUS	
						<b>\$240.83</b>								
26-01070	01/22/26	REGIO010		REGIONAL INTERNATIONAL OF WNY	1 TRUCK 7 REPAIR PARTS	\$422.38	A-85560-452-000	E	SHADE TREES-TRUCK REPAIR & M,	R	01/22/26	01/22/26	033326230	
26-01071	01/15/26	REINH005		REINHOLD, MICHAEL	1 PLANNING COMMISSION CHAIRMAN	\$125.00	A-8020-434-000	E	PLANNING-PROF SERVICES PC ME	R	01/15/26	01/15/26	1/15/2026	
26-01072	01/22/26	SITE0005		SITE ONE LANDSCAPE SUPPLY, LLC	1 ICE MELT ALL BUILDINGS	\$1,127.00	A-1620-450-000	E	SHARED SERVICES - BUILDING & G	R	01/22/26	01/22/26	160034996-002	

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Description	Contract PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
<i>Account Continued</i>													
26-01072	01/22/26	SITE005	SITE ONE LANDSCAPE SUPPLY, LLC										
2	ICE MELT ALL BUILDINGS			\$1,127.00	A-1621-453-000	E	NORTH END F.H.-BUILD & GROUND R			01/22/26	01/22/26		160034996-002
3	ICE MELT ALL BUILDINGS			\$1,127.00	A-1640-450-000	E	DEPT PUBLIC WORKS GRGE-BUILD R			01/22/26	01/22/26		160034996-002
				<b>\$3,381.00</b>									
26-01073	01/23/26	BEEGR005	SMG-BATAVIA, LLC										
1	TREE PLANTING UCF PROJECT 182			\$350.71	A-1325-430-000	E	FINANCE TREASURER - PRINTING & R			01/23/26	01/23/26		VARIOUS
26-01074	01/14/26	STONE010	STONEBRAKER, NANCY										
1	HPC MEETING - ALT MBR			\$100.00	A-7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R			01/14/26	01/14/26		1/14/2026
26-01075	01/23/26	TECHN015	TECHNET MSP LLC										
1	2 DOOR ACCESS SYST INSTALL			\$6,440.00	A-1620-200-000	E	SHARED SVCS-EQUIPMENT R			01/23/26	01/23/26		2006
26-01076	01/23/26	DIANE010	DIANE M. TERRANOVA										
1	TOWN & COUNTY TAXES 2026			\$1,076.79	A-1950-400-000	E	SPECIAL ITEMS-TAXES/ASSESMTS R			01/23/26	01/23/26		TOWN&COUNTY2021
26-01077	01/22/26	TKELE005	TK Elevator Corp										
1	FULL ELEVATOR MAINT. - LMB			\$1,655.91	A-1620-450-000	E	SHARED SERVICES - BUILDING & G R			01/22/26	01/22/26		30091422025
26-01078	01/22/26	VERME005	VERMEER										
1	DIAGNOSTIC CHECK ON CHIPPER			\$400.09	A-8560-452-000	E	SHADE TREES-TRUCK REPAIR & M, R			01/22/26	01/22/26		C02638
26-01079	01/22/26	VERME005	VERMEER										
1	PARTS FOR CHIPPER REPAIR			\$467.42	A-8560-452-000	E	SHADE TREES-TRUCK REPAIR & M, R			01/22/26	01/22/26		A11861
26-01080	01/22/26	VERME005	VERMEER										
1	FILTERS FOR THE CHIPPER			\$755.82	A-8560-452-000	E	SHADE TREES-TRUCK REPAIR & M, R			01/22/26	01/22/26		A11876
26-01081	01/23/26	WATTS005	WATTS ARCHITECTURE & ENGINEERS										
1	SVCS PHASE 1 STORM SEW/INVEST			\$1,980.00	G-8120-435-000	E	SANITARY SEWERS-CONTRACTUAL R			01/23/26	01/23/26		1/16/2026
26-01082	01/23/26	WMSCH005	WM SCHUTT & ASSOCIATES, PC										
1	PROF SVCS ENDING 12/27/2025			\$4,491.75	A-1010-435-900	E	BOARD OF TRUSTEES - ENGINEER R			01/23/26	01/23/26		35418

<i>PO #</i>	<i>PO Date</i>	<i>Vendor</i>	<i>Contract</i>	<i>PO Type</i>	<i>Amount</i>	<i>Charge Account</i>	<i>Acct Type</i>	<i>Description</i>	<i>Stat/Chk</i>	<i>First Enc Date</i>	<i>Rcvd Date</i>	<i>Chk/Void Date</i>	<i>Invoice</i>
26-01083	01/26/26	INDEP005	INDEPENDENT HEALTH										
1	EMPLOYEE HEALTH INS FEB 2026		\$757.88	A-9060-800-000			E	EMPLOYEE BENEFITS-HOSPITAL & R		01/26/26	01/26/26		4296926
26-01084	01/26/26	PITNE010	PITNEY BOWES INC										
1	RED INK X2 FOR POSTAGE MACHINE		\$305.34	A-1325-401-000			E	FINANCE TREASURER - OFFICE SU R		01/26/26	01/26/26		1028798439
<b>Total Purchase Orders:</b>			<b>67</b>	<b>Total P.O. Line Items:</b>	<b>88</b>	<b>Total List Amount:</b>	<b>\$119,432.57</b>	<b>Total Void Amount:</b>	<b>\$0.00</b>				

Totals by Year-Fund		Fund Description		Expend Total		Revenue Total		G/L Total		Total	
		6-A		\$114,359.91		\$50.00		\$0.00		\$114,409.91	
		6-G		\$5,022.66		\$0.00		\$0.00		\$5,022.66	
		<b>Total Of All Funds:</b>		<b>\$119,382.57</b>		<b>\$50.00</b>		<b>\$0.00</b>		<b>\$119,432.57</b>	

Totals by Fund		Fund Description		Expend Total		Revenue Total		G/L Total		Total	
		A		\$114,359.91		\$50.00		\$0.00		\$114,409.91	
		G		\$5,022.66		\$0.00		\$0.00		\$5,022.66	
		<b>Total Of All Funds:</b>		<b>\$119,382.57</b>		<b>\$50.00</b>		<b>\$0.00</b>		<b>\$119,432.57</b>	

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
6-A	\$114,359.91	\$0.00	\$0.00	\$0.00	\$0.00	\$114,359.91
6-G	\$5,022.66	\$0.00	\$0.00	\$0.00	\$0.00	\$5,022.66
<b>Total Of All Funds:</b>	<b>\$119,382.57</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$119,382.57</b>

January 26, 2026  
09:09 AM

LANCASTER VILLAGE  
Expenditure Entry Verification Listing

Page No: 1

Batch Id: CREDITCD Batch Date: 12/31/25 Batch Type: Standard

Account No.	Type	Entry Description	Amount	Tracking Id	Seq
Account Description					
A -3990-474-000	Expenditure	SCOTT KUHLMAY- BLUE DOCK MEDIA DISASTER PREP- WEBSITE & INFO TECHNOLOGY Db: A -522-000 EXPENDITURE CONTROL	64.00		1
		Cr: A -200-000 CASH			
A -3990-479-000	Expenditure	SCOTT KUHLMAY - RAPID FAX DISASTER PREPAREDNESS-PAGERS Db: A -522-000 EXPENDITURE CONTROL	11.99		2
		Cr: A -200-000 CASH			
A -1325-435-200	Expenditure	CTO-ADOBEST ACCOUNTS FINANCE TREASURER - SVC MAINT CONTRACTS Db: A -522-000 EXPENDITURE CONTROL	47.98		3
		Cr: A -200-000 CASH			
A -5010-403-000	Expenditure	DPW-ADOBEST ACCOUNT STREETS ADMINISTRATION-COMPUTER SOFTWARE Db: A -522-000 EXPENDITURE CONTROL	23.99		4
		Cr: A -200-000 CASH			
A -1420-432-000	Expenditure	ATTORNEY-ADOBEST ACCOUNT LAW - DUES & SUBSCRIPTIONS Db: A -522-000 EXPENDITURE CONTROL	23.99		5
		Cr: A -200-000 CASH			
A -7550-420-000	Expenditure	DPW-APPLE-MUSIC FOR DOWNTOWN IPOD CELEBRATIONS-MISC OVERHEAD EXPENSES Db: A -522-000 EXPENDITURE CONTROL	10.99		6
		Cr: A -200-000 CASH			
A -1620-439-000	Expenditure	VONAGE-LMB PORTION SHARED SERVICES - TELEPHONE Db: A -522-000 EXPENDITURE CONTROL	508.28		7
		Cr: A -200-000 CASH			
A -1621-439-000	Expenditure	VONAGE - NEFH PORTION NORTH END FIRE HALL - TELEPHONE Db: A -522-000 EXPENDITURE CONTROL	26.40		8
		Cr: A -200-000 CASH			
A -1640-431-000	Expenditure	VONAGE - DPW PORTION DEPT PUBLIC WORKS - TELEPHONE Db: A -522-000 EXPENDITURE CONTROL	181.54		9
		Cr: A -200-000 CASH			
A -1325-436-000	Expenditure	CTO OFFICE-POSTAGE FOR PMT TO SELECTIVE FINANCE TREASURER - POSTAGE Db: A -522-000 EXPENDITURE CONTROL	9.00		10
		Cr: A -200-000 CASH			
A -1325-436-000	Expenditure	CTO OFFICE-POSTAGE FOR PMT TO SELECTIVE FINANCE TREASURER - POSTAGE Db: A -522-000 EXPENDITURE CONTROL	31.57		11
		Cr: A -200-000 CASH			
A -3411-432-000	Expenditure	CTO OFFICE-POSTAGE FOR PMT TO SELECTIVE FIRE DEPT-DUES & SUBSCRIPTIONS Db: A -522-000 EXPENDITURE CONTROL	46.35		12
		Cr: A -200-000 CASH			
A -3990-474-000	Expenditure	DNH DOMAINS DISASTER PREP- WEBSITE & INFO TECHNOLOGY Db: A -522-000 EXPENDITURE CONTROL	60.36		13
		Cr: A -200-000 CASH			

January 26, 2026  
09:09 AM

LANCASTER VILLAGE  
Expenditure Entry Verification Listing

Page No: 2

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -1420-435-000 LAW - CONTRACTUAL SERVICES:LEASE Db: A -522-000 EXPENDITURE CONTROL	Expenditure	ATTORNEY - SPEECH PROCESSING SOLUTIONS Cr: A -200-000 CASH	185.10		14
A -7110-416-000 PARKS-GAS & OIL Db: A -522-000 EXPENDITURE CONTROL	Expenditure	DPW- JOES QWIK - GAS FOR CHAINSAWS Cr: A -200-000 CASH	20.01		15
A -3411-456-000 FIRE DEPT-REPAIRS & MAINT BY DPW Db: A -522-000 EXPENDITURE CONTROL	Expenditure	DPW- HARBOR FREIGHT - DRYWALL TOOLS LMB Cr: A -200-000 CASH	303.94		16
A -7550-420-000 CELEBRATIONS-MISC OVERHEAD EXPENSES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	DPW- FASTSIGNS - GARDENWALK SIGN Cr: A -200-000 CASH	150.00		17
A -8560-416-000 SHADE TREES-GASOLINE & OIL Db: A -522-000 EXPENDITURE CONTROL	Expenditure	DPW-SPEEDWAY-GAS FOR CHAINSAWS Cr: A -200-000 CASH	15.63		18
A -7550-410-000 CELEBRATIONS-NEW YEAR'S EVE Db: A -522-000 EXPENDITURE CONTROL	Expenditure	SPECIAL EVENTS - PIGBELLY ENTERTAINMENT Cr: A -200-000 CASH	275.00		19
WARNING: This account would have a negative balance: A -1325-436-000.		Balance would be:	692.13-		
WARNING: This account would have a negative balance: A -1420-432-000.		Balance would be:	117.93-		
WARNING: This account would have a negative balance: A -7110-416-000.		Balance would be:	1,233.99-		
WARNING: This account would have a negative balance: A -7550-420-000.		Balance would be:	2,321.48-		

January 26, 2026  
09:09 AM

LANCASTER VILLAGE  
Expenditure Entry Verification Listing

Page No: 3

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	1,996.12	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		1,996.12	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	19	1,996.12
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:	19	

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

January 26, 2026  
09:10 AM

LANCASTER VILLAGE  
Expenditure Batch Update/Posting Report

Page No: 1

	Updated Entries	Updated Amount
Reimbursements:	0	0.00
Expenditures:	19	1,996.12
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrances:	0	0.00
YTD 1099:	0	0.00

Batch: CREDITCD Updated Entries: 19 Updated Amount: 1,996.12 Ref Num: 940

December 6

Batch Id: PAYROLL Batch Date: 01/16/26 Batch Type: Recurring

Account No.	Type	Entry Description	Amount	Tracking Id	Seq
Account Description					
A -1010-100-000	Expenditure	Payroll charges for paydate 1/16/2026 BOARD OF TRUSTEES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	1,553.82		1
		Cr: A -200-000 CASH			
A -1110-100-000	Expenditure	Payroll charges for paydate 1/16/2026 VILLAGE JUSTICE - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	2,759.32		2
		Cr: A -200-000 CASH			
A -1210-100-000	Expenditure	Payroll charges for paydate 1/16/2026 EXECUTIVE MAYOR - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	575.43		3
		Cr: A -200-000 CASH			
A -1325-100-000	Expenditure	Payroll charges for paydate 1/16/2026 FINANCE TREASURER - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	5,251.61		4
		Cr: A -200-000 CASH			
A -1420-100-000	Expenditure	Payroll charges for paydate 1/16/2026 LAW - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	2,065.77		5
		Cr: A -200-000 CASH			
A -1620-100-000	Expenditure	Payroll charges for paydate 1/16/2026 SHARED SERVICES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	6,335.44		6
		Cr: A -200-000 CASH			
A -1621-100-000	Expenditure	Payroll charges for paydate 1/16/2026 NORTH END FIRE HALL - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	190.00		7
		Cr: A -200-000 CASH			
A -1640-100-000	Expenditure	Payroll charges for paydate 1/16/2026 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -522-000 EXPENDITURE CONTROL	15,612.23		8
		Cr: A -200-000 CASH			
A -3411-100-000	Expenditure	Payroll charges for paydate 1/16/2026 FIRE DEPARTMENT - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	923.08		10
		Cr: A -200-000 CASH			
A -3620-100-000	Expenditure	Payroll charges for paydate 1/16/2026 SAFETY INSPECTION-PERSONAL SERVICES Db: A -200-000 CASH	0.00		11
		Cr: A -522-000 EXPENDITURE CONTROL			
A -3989-100-000	Expenditure	Payroll charges for paydate 1/16/2026 BUILDING INSP-PERSONAL SVCS-CODE ENFCMT Db: A -200-000 CASH	0.00		12
		Cr: A -522-000 EXPENDITURE CONTROL			
A -3990-100-000	Expenditure	Payroll charges for paydate 1/16/2026 DISASTER PREPAREDNESS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	144.23		13
		Cr: A -200-000 CASH			
A -4020-100-000	Expenditure	Payroll charges for paydate 1/16/2026 REGISTRAR VITAL STATS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	184.60		14
		Cr: A -200-000 CASH			

January 26, 2026  
08:57 AM

LANCASTER VILLAGE  
Expenditure Entry Verification Listing

Page No: 2

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 1/16/2026 Cr: A -200-000 CASH	7,862.56		15
A -5110-100-000 STREETS MAINT-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -200-000 CASH	8,836.84		16
A -5132-100-000 SNOW REMOVAL-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -200-000 CASH	25,460.62		17
A -7110-100-000 PARKS-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		18
A -7550-100-000 CELEBRATIONS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -200-000 CASH	2,618.61		19
A -7550-102-000 DPW - Overtime Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 1/16/2026 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 1/16/2026 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 1/16/2026 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 1/16/2026 Cr: A -200-000 CASH	4,328.57		23
A -8170-100-000 STREET CLEANING-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -200-000 CASH	141.52		24
A -8540-100-000 DRAINAGE-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		25
A -8560-100-000 SHADE TREES-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -200-000 CASH	1,764.91		26
A -8989-100-000 ECONOMIC DEV-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -200-000 CASH	96.13		27

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9060-800-000 EMPLOYEE BENEFITS-HOSPITAL & MEDICAL INS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -522-000 EXPENDITURE CONTROL	791.81-		28
A -5010-405-000 STREETS ADMINISTRATION-MEAL ALLOWANCE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 1/16/2026 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 1/16/2026 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 1/16/2026 Cr: G -200-000 CASH	2,826.51		31
G -8120-100-000 SANITARY SEWERS-PERSONAL SERVICES Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: G -200-000 CASH	3,812.07		32
G -8115-405-000 ADMINISTRATION-MEAL ALLOWANCE Db: G -200-000 CASH	Expenditure	Payroll charges for paydate 1/16/2026 Cr: G -522-000 EXPENDITURE CONTROL	0.00		33
A -3120-100-000 POLICE-PERSONAL SVCS-CROSSING GUARDS Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 1/16/2026 Cr: A -200-000 CASH	1,487.50		35
A -1640-403-000 DEPT PUBLIC WORKS - UNIFORMS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 1/16/2026 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 1/16/2026 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 1/16/2026 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 1/16/2026 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 1/16/2026 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 1/16/2026 Cr: A -200-000 CASH	2,626.54		41

WARNING: This account would have a negative balance: A -1620-100-000. Balance would be: 2,964.09-.

January 26, 2026  
08:57 AM

LANCASTER VILLAGE  
Expenditure Entry Verification Listing

Page No: 5

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	90,117.52	0.00	0.00	0.00	0.00	0.00
	G	6,638.58	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		96,756.10	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	39	96,756.10
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.

January 26, 2026  
08:44 AM

LANCASTER VILLAGE  
Expenditure Entry Verification Listing

Page No: 1

Batch Id: FICA      Batch Date: 01/16/26      Batch Type: Recurring

Account No.	Type	Entry Description	Amount	Tracking Id	Seq
Account Description					
A -9030-800-000	Expenditure	Accrued FICA paydate 1/16/2026 EMPLOYEE BENEFITS-SOCIAL SECURITY Db: A -522-000 EXPENDITURE CONTROL	6,954.56		1
G -9030-800-000	Expenditure	Accrued FICA paydate 1/16/2026 EMPLOYEE BENEFIT-SOCIAL SECURITY Db: G -522-000 EXPENDITURE CONTROL	507.85		2

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	6,954.56	0.00	0.00	0.00	0.00	0.00
	G	507.85	0.00	0.00	0.00	0.00	0.00
<b>Total of All Funds:</b>		<b>7,462.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

	Entries	Amount
Expenditures:	2	7,462.41
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
<b>Total:</b>	<b>2</b>	

There are NO errors in this listing.

## LISTED CORRESPONDENCE

February 9, 2026

	1 <sup>st</sup> Motion	2 <sup>nd</sup> Motion	
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 January 15, 2026 – January 29, 2026.
	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>	
2.	_____	_____	Correspondence from DPW Superintendent Wayne K. Cisco recommending to appoint employee Carson Burke to permanent status as Laborer for the Department of Public Works following the successful completion of his probationary period effective on February 11, 2026.
	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>	
3.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
4.	<u>ACTION -</u>	_____	<u>Rec/File</u> <u>Refer to:</u>
5.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
6.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
7.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
8.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
9.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
10.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
11.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>
12.	_____	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>

LISTED # 1  
CORRESPONDENCE  
MEETING DATE 2/9/2026

## VILLAGE COVER SHEET

FEBRUARY 2, 2026 BOARD MEETING

PERMITS ISSUED **7**

**VILLAGE PERMIT TOTAL**

INSTALL RESIDENTIAL ALT/ADD	1
INSTALL ROOF	3
ERECT COMMERCIAL ALT/ADD	1
INSTALL RESIDENTIAL PLUMBING	2

<b>TOTAL PERMITS FOR THE VILLAGE</b>	<b>7</b>
--------------------------------------	----------

43 Central Holdings, LLC	43 Central Ave.	Commercial Add/Alt
Mattherw Schinzel	127 Lake Ave.	Roof
Stellar Roofing	11 Wilkshire Pl.	Roof
WNY First Choice Construction	24 School St.	Residential Add/alt
Buffalo's Best Roofing	372 Aurora St.	Roof
NOCO Plumbing Services LLC	76 Richmond Ave.	Residential Plumbing
Franks Basement Systems	37 W Drullard Ave.	Residential Plumbing

Town of Lancaster

## Expired Permits Report

01/15/2026 - 01/31/2026

Permit #	Location	Description of Work	Permit Date	Exp. Date
OP2025-00064	5423 Broadway St	New Years Eve Fireworks display as approved by the Village Board of Trustees and specifications provided. 11:45 PM to 12:05 AM.	12/31/2025	01/31/2026
P-2025-37705	29 Cammer Ave	Level 2 Alteration of an existing kitchen & Dining Room as shown on drawings and scope of work.	01/29/2025	01/29/2026
P-2025-38395	306 Lake Ave	Dumpster for clean out. To be placed on the driveway	07/25/2025	01/25/2026

Total Expired Permits: 3

## Complaint By Date

Complaint #	Location	Identifier	Complaint Type	Status	Owner	Complainant
<i>Open Date: 01/17/26</i>						
2026-0020	18 Roosevelt Ave	115.11-21-9	Fire Call Out	Open	Vincent Marcello	
<b>Open Date: 01/17/26 Total #: 1</b>						
<i>Open Date: 01/21/26</i>						
2026-0017	5476 Broadway St	104.83-2-17	Drainage	Open	Frank Venditti	
2026-0024	88 Carter St	104.15-14-11	Drainage	Open	Michael Herbison	
2026-0025	28 Burwell Ave	115.28-5-33	Drainage	Open	Lawrence Zak	
2026-0026	50 Burwell Ave	115.28-5-26	Drainage	Open	J. Michael Kelleher	
2026-0027	42 Burwell Ave	115.28-5-28.11	Drainage	Open	Stephen Thiemke	
2026-0028	81 Woodlawn Ave	115.36-3-8	Drainage	Open	Harrison Barnes	
2026-0029	33 Stephens Ct	115.28-4-16	Drainage	Open	David Pokig	
2026-0030	23 Stephens Ct	115.36-2-23	Drainage	Open	Kenneth Derkovitz	
2026-0031	52 Church St	115.27-4-38	Drainage	Open	Timothy Zgliczynski	
2026-0032	13 Lombardy St	115.27-4-4	Drainage	Open	Louis Cacciotti	
2026-0033	38 Park Blvd	104.82-3-1	Drainage	Open	Connie Herr	
2026-0034	9 Villa Pl	115.35-2-5	Drainage	Open	Lori Anne Dexter	
2026-0036	Ste 400, 20 W Main St	104.74-4-12.21	Fire Call Out	Open	Lancaster Village Center LLC	
<b>Open Date: 01/21/26 Total #: 13</b>						
<i>Open Date: 01/23/26</i>						
2026-0039	170 Aurora St	115.07-10-1.1	Misc	Open	Thomas Reiter	
2026-0042	9 Briarwood Dr	115.11-19-21	Exterior Property Maint	Open	Marcia Jean Tichy	
2026-0043	88 Grant St	115.25-3-2	Exterior Property Maint	Open	Mark Phillips	
2026-0044	89 Grant St	115.07-6-2	Exterior Property Maint	Open	Troy Colin Cellino	
2026-0045	85 Grant St	115.07-6-3	Exterior Property Maint	Open	Susan Hartwig	
<b>Open Date: 01/23/26 Total #: 5</b>						
<i>Open Date: 01/28/26</i>						
2026-0049	74 Aurora St	104.82-5-5	Exterior Property Maint	Open	Katherine Nickles	Hisel Lawrence & W
2026-0052	30 Vandenberg Av	104.16-7-7	Fire Call Out	Open	Barton Bookmiller	
<b>Open Date: 01/28/26 Total #: 2</b>						
<i>Open Date: 01/29/26</i>						
2026-0053	3447 Walden Ave	104.11-1-3	Misc	Open	LJ Construction WNY, LLC	
<b>Open Date: 01/29/26 Total #: 1</b>						
<b>Grand Total: 22</b>						

Town of Lancaster

## Inspections Report

Start Date: 01/15/2026 End Date: 01/29/2026

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

Identifier	Address	Primary Contact	Date	Type	Inspector	Result
104.74-4-13	19 W Main St (Suite 100)	716 Athletics, LLC 716-200-7751	01/22/2026	Business - 3 yr	Ronald Capozzi	Pass
<b>Total Inspections:</b>						<b>1</b>

LISTED # 2  
CORRESPONDENCE  
MEETING DATE 2/9/2026



## Village of Lancaster

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

[www.lancastervillageny.gov](http://www.lancastervillageny.gov)

Department of Public  
Works

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

February 4, 2026

***RE: End of Probation for Carson Burke***

I would like to formally recommend Carson Burke ends his probationary period effective February 11<sup>th</sup>, 2026. Carson has been a pleasure to work with. Every day he shows his dedication to the Village, displays a hard-working mentality, and he keeps morale high with his positive attitude.

Over the last six months, Carson has been a pleasure to work with and constantly shows his dedication to our department in various ways. We will continue to greatly benefit from his employment with the Village of Lancaster.

If you have any questions, please let me know.

Thank you,

A handwritten signature in black ink, appearing to read "Wayne Cisco".

Wayne K. Cisco  
Superintendent of Public Works  
5200 Broadway  
Lancaster, NY 14086  
(716) 683-1028 x 302

# RESOLUTIONS

February 9, 2026

	1 <sup>st</sup> Motion	2 <sup>nd</sup> Motion	
1.	_____	_____	Resolution authorizing to advertise for bids for the Pleasant Avenue Sanitary Sewer Lateral Rehabilitation Project effective beginning on Tuesday, February 10, 2026, with a bid opening date on Wednesday, March 11, 2026, at 11:00 a.m.
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
2.	_____	_____	Resolution authorizing Mayor Schroeder to sign and execute a contract with CIR Electrical Construction Corporation for the purchase, installation, and commissioning of one (1) Level 3 EV Charging Station and associated electrical work along Pac Way in the Village of Lancaster.
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
3.	_____	_____	Resolution to appoint Margaret Giso, 13 Cayuga Avenue, to the position of Clerk to the Village Justice (Court Clerk) for the Village Justice Court at a rate of \$25.00 per hour with a start date on March 2, 2026.
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
4.	_____	_____	
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
5.	_____	_____	
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
6.	_____	_____	
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
7.	_____	_____	
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
8.	_____	_____	
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	
9.	_____	_____	
	<i>ACTION</i> -	<u>Approved</u> <u>Denied</u> <u>Refer to:</u>	

Village of Lancaster  
5423 Broadway  
Lancaster, NY 14086

RESOLUTION # 1  
MEETING DATE 2/9/2026

**Pleasant Avenue Sanitary Sewer Lateral  
Rehabilitation**

**Pleasant Avenue  
Village of Lancaster  
Village Project No.: H-0522-400-116**

**NOTICE TO BIDDERS**

The Village of Lancaster will receive separate, sealed bids for the furnishing of all labor, plant, tools, equipment, and specified materials, etc. for Village of Lancaster, Village Project No.: H-0522-400-116, Pleasant Avenue Sanitary Sewer Lateral Rehabilitation, Village of Lancaster, New York. The Work consists of a single contract for the installation of 8-inch sewer pipe, new sanitary sewer manholes (precast concrete structures), work zone traffic control, and restoration on Pleasant Avenue in the Village of Lancaster.

Beginning at 11:00 a.m., on Tuesday, February 10, 2026, the Instruction to Bidders, Form of Bid and form of Contract, Specifications, and Security Bonds may be examined at the office of the Village Clerk at the above address **BY APPOINTMENT ONLY**, on weekdays, between the hours of 9:00 a.m. and 4:00 p.m., excepting legal holidays. Call 716-683-2105 to schedule appointment.

Complete sets of Bidding and Contract Documents may be purchased from Avalon Document Services at <https://www.avalonbuff-planroom.com>, tel. (716) 995-7777. Only official plan holders are eligible to bid on the project.

Bidders acknowledge that they are responsible for reviewing all components of the Contract Documents, including all specification sections and drawings, regardless of how many drawings they print and in which format/size they are printed. Full-size drawings are on 24-inch by 36-inch paper.

A pre-bid conference will be held at **11:00 am** prevailing time, on **Tuesday, March 3, 2026**, at Village of Lancaster Department of Public Works, 5200 Broadway, Lancaster, New York. Attendance at the pre-bid meeting is recommended but is not mandatory.

Bids will be received by the Village of Lancaster until **11:00 a.m.** prevailing time, on **Wednesday, March 11, 2026**, at the Village Clerk's Office, 5423 Broadway, Lancaster, New York 14086. Immediately following the close of the bid period, the bids will be publicly opened and read.

All bids being mailed (including FedEx, UPS, Priority Mail, etc.) or hand-delivered to the Village of Lancaster shall be directed to the "CLERK'S OFFICE" at the address listed above in a sealed envelope and be clearly marked on the outside of the mailing or hand-delivered envelope "**BID ENCLOSED- Village of Lancaster - Pleasant Avenue Sanitary Sewer Lateral Rehabilitation**". Failure to follow the above instructions could result in rejection of the bid. The Village is not responsible for late/lost bids which the Contractor has chosen to send via third-party means.

Village of Lancaster, Pleasant Avenue  
Sanitary Sewer Lateral Rehabilitation  
Watts Project No. 20240794

February 2026  
Notice to Bidders

Each bidder's attention is called to the General Municipal Law, which requires a bidder's Certification of Non-Collusion. Copies of such Certificates are part of the Proposal Form and, unless complied with, bid will not be accepted.

All contractors and subcontractors are required to provide a Certificate of Registration from NYS Department of Labor, with their bid.

All contractors and subcontractors will be required to provide certified payroll records to the New York State Department of Labor through the NYS Department of Labor - Certified Payroll web portal.

The successful bidder will be required to furnish Payment and Performance Bonds each in the amount of one hundred percent (100%) of the contract award amount.

Each proposal must be accompanied by a bid deposit of a certified check payable to the Order of the Village of Lancaster, for a sum equal to five percent (5%) of the total amount of the bid, or a bond with sufficient sureties in a penal sum amount of five percent (5%) of such total bid amount, conditioned that if the proposal is accepted, the successful bidder will enter into a contract for the work, and that he/she will execute within fifteen (15) days from the date of award, a suitable security bond in the amount of the contract, conditioned on the faithful and prompt performance and completion of the work specified in the contract.

All bid deposits (certified check or bid bond), except that of the successful bidder, will be returned.

Upon acceptance of their bid, if the successful bidder fails to enter into a contract pursuant to the requirements of the Board or fails to give the further security prescribed in this notice, with the time limited therein, then the check deposited as aforesaid and the moneys standing to the credit of same, shall be forfeited to the Village as liquidated damages, or the payment of the bond enforced for the benefit of the Village. The Village of Lancaster reserves the right to waive informalities in or to reject any and all bids.

As evidence of their competency to perform the work, each Bidder shall submit with their Bid a statement of their qualifications and resources. Each Bid must contain evidence of Bidder's qualification to do business in the state where the Project is located or covenant to obtain such qualification prior to award of the Contract. Low Bidders may be asked to furnish additional data to demonstrate competency.

The Village reserves the right to consider the reputation and experience of the Bidder in making its selection, to waive any informalities, or minor deviations from the specifications, and to award the contract to other than the lowest bidder if Village considers this to be in the best interest of the Village of Lancaster. Village also reserves the right to delete bid sections or items prior to or after award if Village deems this in its best interest.

The Village of Lancaster is an exempt organization under the Tax Law and is exempt from payment of Sales and Compensating Use Taxes which are to be incorporated into the project, and which are to be separately sold by the CONTRACTOR to the OWNER prior to incorporation into the project, pursuant to the provisions of the contract. These taxes are not to be included in the bid. Sales tax will be due on all materials purchased by CONTRACTOR that are either "consumable" or rental property used by the CONTRACTOR in connection with the construction or repair.

No bidder may withdraw their bid within sixty (60) days after the date set for the opening thereof but may withdraw their bid at any time prior to the scheduled time for opening of the bids.

The successful bidder must be an Equal Opportunity Employer (EEO). There are NO Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) goals for this project.

Bid Forms shall not be removed from the Project Manual, and the entire Project Manual shall be submitted with the Bid.

All Bids shall be submitted intact on bidding forms available for that purpose and shall be submitted in sealed envelopes, plainly marked:

**"Bid Enclosed - Village of Lancaster – Pleasant Avenue Sanitary Sewer Lateral Rehabilitation"** and shall be addressed to:

Michael E. Stegmeier, Village Clerk-Treasurer, Village of Lancaster, Municipal Building, 5423 Broadway, Lancaster, NY 14086

Award of Contract(s) is subject to Village of Lancaster Financing.

In accordance with State Finance Law §§139-j and 139-k, all questions about meaning or intent of the bidding documents shall be submitted to the designated contact person in writing. The designated contact is Shawn M. Marshall, Watts Architecture & Engineering, 95 Perry Street, Suite 300, Buffalo, New York 14203, telephone (716) 206-5100, email: [smarshall@watts-ae.com](mailto:smarshall@watts-ae.com).

BY ORDER OF THE VILLAGE BOARD OF THE VILLAGE OF LANCASTER, N.Y.

Village of Lancaster  
Michael E. Stegmeier  
Village Clerk & Treasurer

## CONTRACT

This Contract is by and between the Village Board of the Village of Lancaster on behalf of all of the Village of Lancaster (Owner) and CIR Electrical Construction Corporation (Contractor). Owner and Contractor hereby agree as follows:

### ARTICLE 1—THE WORK

#### 1.01 *Work*

- A. Work includes all labor, materials, equipment, services, and documentation necessary to construct the Project defined herein. The Work may include related services such as testing, start-up, and commissioning, all as required by the Contract Documents.
- B. The Contractor shall complete all Work as specified or indicated in the Contract Documents. The Project is generally described as follows:
  1. The Project consists includes furnishing, installation, and commissioning one Level 3 EV Charging Station and associated electrical work along Pac Way in the Village of Lancaster.

### ARTICLE 2—CONTRACT DOCUMENTS

#### 2.01 *Intent of Contract Documents*

- A. It is the intent of the Contract Documents to describe a functionally complete Project. The Contract Documents do not indicate or describe all of the Work required to complete the Project. Additional details required for the correct installation of selected products are to be provided by the Contractor and coordinated with Owner and Engineer. This Contract constitutes the entire agreement between Owner and Contractor, and supersedes prior negotiations, representations, and agreements, whether written or oral. The Contract Documents are complementary; what is required by one part of the Contract Documents is as binding as if required by other parts of the Contract Documents.
- B. Engineer will be the initial interpreter of the requirements of the Contract Documents, and judge of the acceptability of the Work under the Contract Documents. During the performance of the Work and until final payment, Contractor and Owner shall submit to Engineer all matters in question concerning the requirements of the Contract Documents, or relating to the acceptability of the Work. Engineer will render a written clarification, interpretation, or decision on the issue submitted, or initiate a modification to the Contract Documents.
- C. Contractor, and its subcontractors and suppliers, shall not have or acquire any title to or ownership rights to any of the Drawings, Specifications, or other documents (including copies or electronic media versions) prepared by Engineer or its consultants.
- D. *Contract Price or Contract Times:* References to a change in "Contract Price or Contract Times" or "Contract Times or Contract Price" or similar, indicate that such change applies to (1) Contract Price, (2) Contract Times, or (3) both Contract Price and Contract Times, as warranted, even if the term "or both" is not expressed.

E. Nothing in the Contract Documents creates any contractual relationship between Owner or Engineer and any Subcontractor, Supplier, or other individual or entity performing or furnishing any of the Work, for the benefit of such Subcontractor, Supplier, or other individual or entity.

**2.02 *Contract Documents Defined***

A. The Contract Documents consist of the following documents:

1. This Contract.
2. Performance bond.
3. Payment bond.
4. Specifications as listed in the Table of Contents.
5. Drawings as listed in the Table of Contents.
6. Appendices including New York State Prevailing Wage Rates, Village of Lancaster Insurance Requirements, and NYSDEC Agency Specific Terms and Conditions.
7. Addenda.
8. Exhibits to this Contract (enumerated as follows):
  - a. Contractor's Bid.
9. The following which may be delivered or issued on or after the Effective Date of the Contract:
  - a. Notice to Proceed (EJCDC® C-550).
  - b. Work Change Directives (EJCDC® C-940).
  - c. Change Orders (EJCDC® C-941).
  - d. Field Orders (EJCDC® C-942).

**ARTICLE 3—ENGINEER**

**3.01 *Engineer***

A. The Engineer for this Project is Wm. Schutt Associates, 37 Central Avenue, Lancaster, New York 14086.

**ARTICLE 4—CONTRACT TIMES**

**4.01 *Contract Times***

A. The Work will be completed and ready for final payment by June 30, 2026.

**4.02 *Liquidated Damages***

A. Contractor and Owner recognize that time is of the essence in the performance of the Contract, and that Owner will incur damages if Contractor does not complete the Work according to the requirements of Paragraph 4.01. Because such damages would be difficult and costly to determine, Owner and Contractor agree that as liquidated damages for delay

in completion (but not as a penalty) Contractor shall pay Owner \$250.00 for each day that expires after the Contract Time.

**4.03 *Delays in Contractor's Progress***

- A. If Owner, Engineer, or anyone for whom Owner is responsible, delays, disrupts, or interferes with the performance or progress of the Work, then Contractor shall be entitled to an equitable adjustment in the Contract Times or Contract Price.
- B. Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for delay, disruption, or interference caused by or within the control of Contractor or its subcontractors or suppliers.
- C. If Contractor's performance or progress is delayed, disrupted, or interfered with by unanticipated causes not the fault of and beyond the control of Owner, Contractor, and those for which they are responsible, then Contractor shall be entitled to an equitable adjustment in Contract Times.
- D. Contractor shall not be entitled to an adjustment in Contract Price or Contract Times for any delay, disruption, or interference if such delay is concurrent with a delay, disruption, or interference caused by or within the control of Contractor or Contractor's subcontractors or suppliers.

**4.04 *Progress Schedules***

- A. Contractor shall develop a progress schedule and submit it to Engineer for review and comment before starting Work on the Site. Contractor shall modify the schedule in accordance with Engineer's comments.
- B. Contractor shall update and submit the progress schedule to Engineer each month. Owner may withhold payment if Contractor fails to submit the schedule.

**ARTICLE 5—CONTRACT PRICE**

**5.01 *Payment***

- A. Owner shall pay Contractor, in accordance with the Contract Documents, for all Work, at the prices stated in the Contractor's Bid.

Payment will be made in an amount equal to the total of all extended prices for actual Work completed. The extended price is determined by multiplying the unit price times the actual quantity of that Work item completed. Actual quantities installed will be determined by the Engineer.

**ARTICLE 6—BONDS AND INSURANCE**

**6.01 *Bonds***

- A. When Contractor delivers the signed counterparts of the Contract to Owner, Contractor shall also deliver the performance bond and payment bond to Owner. Each bond must be in an amount equal to the Contract Price, as security for the faithful performance and payment of all of Contractor's obligations under the Contract. These bonds must remain in effect until

the completion of the correction period specified in Paragraph 7.12 but, in any case, not less than two years after the date when final payment becomes due.

B. Upon request, Owner will provide a copy of the payment bond to any person or entity claiming to have furnished labor, services, materials, or equipment used in the performance of the Work.

**6.02 Insurance**

A. When Contractor delivers the signed counterparts of the Contract to Owner, Contractor shall furnish certificates, endorsements, and any other evidence of insurance requested by Owner. Insurance is to be provided by companies that are duly licensed or authorized in the jurisdiction in which the Project is located with a minimum A.M. Best rating of A-VII or better. Contractor shall provide insurance in accordance with the following:

1. Contractor shall provide coverage in accordance with the Village of Lancaster Insurance Requirements included in the Appendix and the following requirements.
2. Contractor shall provide coverage for not less than the following amounts, or greater where required by Laws and Regulations:

a. *Workers' Compensation and Employer's Liability*

Workers' Compensation	Statutory
Employer's Liability	
Each Accident	\$1,000,000.00
Each Employee	\$1,000,000.00
Policy Limit	\$1,000,000.00

b. *Commercial General Liability*

General Aggregate	\$2,000,000.00
Products - Completed Operations Aggregate	\$2,000,000.00
Personal and Advertising Injury	\$1,000,000.00
Bodily Injury and Property Damage—Each Occurrence	\$1,000,000.00

c. *Automobile Liability*

Combined Single Limit (Bodily Injury and Property Damage)	\$1,000,000.00
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d. *Excess or Umbrella Liability*

Per Occurrence	\$5,000,000.00
General Aggregate	\$5,000,000.00

e. *Contractor's Pollution Liability*

Each Occurrence/Claim	\$5,000,000.00
General Aggregate	\$5,000,000.00

B. All insurance policies required to be purchased and maintained will contain a provision or endorsement that the coverage afforded will not be canceled or materially changed or

renewal refused until at least 10 days after notice has been received by the purchasing policyholder. Within three days of receipt of any such notice, the purchasing policyholder shall provide a copy of the notice to each other insured and Engineer.

- C. Automobile liability insurance provided by Contractor will be written on an occurrence basis and provide coverage against claims for damages because of bodily injury or death of any person or property damage arising out of the ownership, maintenance, or use of any motor vehicle.
- D. Contractor's commercial general liability policy will be written on a 1996 or later ISO commercial general liability occurrence form and include the following coverages and endorsements:
  1. Products and completed operations coverage maintained for three years after final payment;
  2. Blanket contractual liability coverage to the extent permitted by law;
  3. Broad form property damage coverage; and
  4. Severability of interest; underground, explosion, and collapse coverage; personal injury coverage.
- E. The Contractor's commercial general liability and automobile liability, umbrella or excess, and pollution liability policies will include and list Owner and Engineer and the respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each as additional insureds; and the insurance afforded to these additional insureds will provide primary coverage for all claims covered thereby (including, as applicable, those arising from both ongoing and completed operations) on a non-contributory basis.
  1. Additional insured endorsements will include both ongoing operations and products and completed operations coverage through ISO Endorsements CG 20 10 10 01 and CG 20 37 10 01 (together). If Contractor demonstrates to Owner that the specified ISO endorsements are not commercially available, then Contractor may satisfy this requirement by providing equivalent endorsements.
  2. Contractor shall provide ISO Endorsement CG 20 32 07 04, "Additional Insured—Engineers, Architects or Surveyors Not Engaged by the Named Insured" or its equivalent for design professional additional insureds.
- F. Umbrella or excess liability insurance will be written over the underlying employer's liability, commercial general liability, and automobile liability insurance. The coverage afforded must be at least as broad as that of each and every one of the underlying policies. Contractor may meet the policy limits specified for employer's liability, commercial general liability, and automobile liability through the primary policies alone, or through combinations of the primary insurance policy's policy limits and partial attribution of the policy limits of an umbrella or excess liability policy that is at least as broad in coverage as that of the underlying policy.
- G. The Contractor shall provide property insurance covering physical loss or damage during construction to structures, materials, fixtures, and equipment, including those materials, fixtures, or equipment in storage or transit.

- H. If Contractor has failed to obtain and maintain required insurance, Owner may exclude the Contractor from the Site, impose an appropriate set-off against payment, and exercise Owner's termination rights under Article 15.
- I. The commercial general liability, automobile liability, umbrella or excess, pollution liability, and unmanned aerial vehicle liability policies must include as additional insureds (in addition to Owner and Engineer) the following: EBS Engineering, PC.

## ARTICLE 7—CONTRACTOR'S RESPONSIBILITIES

### 7.01 *Contractor's Means and Methods of Construction*

- A. Contractor shall be solely responsible for the means, methods, techniques, sequences, and procedures of construction.
- B. If professional engineering or other design services are needed to carry out Contractor's responsibilities for construction means, methods, techniques, sequences, and procedures, or for Site safety, then Contractor shall cause such services to be provided by a properly licensed design professional, at Contractor's expense. Neither Owner nor Engineer has any responsibility with respect to (1) Contractor's determination of the need for such services, (2) the qualifications or licensing of the design professionals retained or employed by Contractor, (3) the performance of such services, or (4) any errors, omissions, or defects in such services.

### 7.02 *Supervision and Superintendence*

- A. Contractor shall supervise and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents.
- B. At all times during the progress of the Work, Contractor shall assign a competent resident superintendent who will not be replaced without notice to and approval by the Owner and Engineer except under extraordinary circumstances.
- C. Contractor shall maintain good discipline and order at the Site.
- D. Except as otherwise required for the safety or protection of the Work or persons or property at the Site or adjacent thereto, and except as otherwise stated in the Contract Documents, all Work at the Site will be performed during regular working hours, Monday through Friday.

### 7.03 *Other Work at the Site*

- A. In addition to and apart from the Work of the Contractor, other work may occur at or adjacent to the Site. Contractor shall take reasonable and customary measures to avoid damaging, delaying, disrupting, or interfering with the work of Owner, any other contractor, or any utility owner performing other work at or adjacent to the Site.
- B. Contractor shall notify Owner, the owners of adjacent property, the owners of underground facilities and other utilities (if the identity of such owners is known to Contractor), and other contractors and utility owners performing work at or adjacent to the Site when Contractor knows that prosecution of the Work may affect them; and Contractor shall cooperate with them in the protection, removal, relocation, and replacement of their property or work in progress.

**7.04 Services, Materials, and Equipment**

- A. Unless otherwise specified in the Contract Documents, Contractor shall provide and assume full responsibility for everything necessary for the performance, testing, start-up, and completion of the Work.
- B. All materials and equipment incorporated into the Work must be new and of good quality, and be stored, applied, installed, connected, erected, protected, used, cleaned, and conditioned in accordance with instructions of the applicable supplier, except as otherwise may be provided in the Contract Documents.

**7.05 Subcontractors and Suppliers**

- A. Just as Contractor is responsible for its own acts and omissions, Contractor shall be fully responsible to Owner and Engineer for all acts and omissions of Contractor's employees; of suppliers and subcontractors, and their employees; and of any other individuals or entities performing or furnishing any of the Work. The Contractor's retention of a subcontractor or supplier for the performance of parts of the Work will not relieve Contractor's obligation to Owner to perform and complete the Work in accordance with the Contract Documents.

**7.06 Licenses, Fees and Permits**

- A. Contractor shall pay all license fees and royalties and assume all costs incident to performing the Work or the incorporation in the Work of any invention, design, process, product, or device which is the subject of patent rights or copyrights held by others.
- B. Contractor shall obtain and pay for all construction permits, licenses, and certificates of occupancy, unless otherwise provided in the Contract Documents.

**7.07 Laws and Regulations; Taxes**

- A. Contractor shall give all notices required by, and shall comply with, all local, state, and federal laws and regulations applicable to the performance of the Work. Neither Owner nor Engineer shall be responsible for monitoring Contractor's compliance with any laws or regulations.
- B. If Contractor performs any Work or takes any other action knowing or having reason to know that it is contrary to laws or regulations, Contractor shall bear all resulting costs and losses, and to the fullest extent permitted by law Contractor shall indemnify and hold harmless Owner and Engineer, and the officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, from and against all such claims, costs, losses, and damages.
- C. Contractor shall pay all applicable sales, consumer, use, and other similar taxes.

**7.08 Record Documents**

- A. Contractor shall maintain one printed record copy of all Drawings, Specifications, Addenda, Change Orders, Work Change Directives, Field Orders, written interpretations and clarifications, and approved shop drawings in a safe place at the Site. Contractor shall annotate them to show changes made during construction. Contractor shall deliver these record documents to Engineer upon completion of the Work.

**7.09 Safety and Protection**

- A. Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work.

- B. Contractor shall designate a qualified and experienced safety representative whose duties and responsibilities are the prevention of Work-related accidents and the maintenance and supervision of safety precautions and programs.
- C. Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to:
  1. All persons on the Site or who may be affected by the Work;
  2. All the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
  3. Other property at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, other work in progress, utilities, and underground facilities not designated for removal, relocation, or replacement in the course of construction.
- D. All damage, injury, or loss to any property caused, directly or indirectly, in whole or in part, by Contractor, or anyone for whose acts the Contractor may be liable, will be remedied by Contractor at its expense (except damage or loss attributable to the fault of the Contract Documents or to the acts or omissions of Owner or Engineer and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of Contractor).
- E. Contractor shall be responsible for coordinating any exchange of safety data sheets or other hazard communication information required to be made available to or exchanged between or among employers at the Site in accordance with laws or regulations.
- F. In emergencies affecting the safety or protection of the Work or persons or property at the Site or adjacent thereto, Contractor shall act to prevent damage, injury, or loss. Contractor shall give Engineer prompt notice if Contractor believes that any significant changes in the Work or variations from the Contract Documents have been caused by an emergency, or are required as a result of Contractor's response to an emergency. If Engineer determines that a change in the Contract Documents is required because of an emergency or Contractor's response, a Work Change Directive or Change Order will be issued.

#### 7.10 *Submittals*

- A. Contractor shall review and coordinate shop drawings, samples, and other submittals with the requirements of the Work and the Contract Documents, and shall verify all related field measurements, quantities, dimensions, specified performance and design criteria, installation requirements, materials, catalog numbers, and similar information. Contractor shall confirm that the submittal is complete with respect to all related data included in the submittal.
- B. Shop drawings and samples must bear a stamp or specific written certification that Contractor has satisfied its obligations under the Contract Documents with respect to Contractor's review of that submittal, and that Contractor approves the submittal.
- C. With each shop drawing or sample submittal, Contractor shall give Engineer specific written notification, in a communication separate from the shop drawing or sample, of any variations that the shop drawing or sample may have from the requirements of the Contract Documents.

- D. Engineer will provide timely review of submittals. Engineer's review and approval of submittals will not extend to the means, methods, techniques, sequences, or procedures of construction, or to safety precautions or programs.
- E. Engineer's review of shop drawings and samples will be only to determine if the items covered will, after installation or incorporation in the Work, comply with the requirements of the Contract Documents, and be compatible with the design concept of the completed Project as a functioning whole.
- F. Engineer's review and approval of a separate item in a shop drawing or sample does not indicate approval of the assembly in which the item functions.
- G. Contractor shall make corrections required by Engineer, return the required number of corrected copies of shop drawings, and submit new samples for review and approval. Contractor shall direct specific attention in writing to revisions other than the corrections called for by Engineer on previous submittals.
- H. Shop drawings are not Contract Documents.

#### 7.11 *Warranties and Guarantees*

- A. Contractor warrants and guarantees to Owner that all Work will be in accordance with the Contract Documents and will not be defective. Engineer and its consultants are entitled to rely on Contractor's warranty and guarantee.

#### 7.12 *Correction Period*

- A. If within two years after the date of substantial completion, any Work is found to be defective, or if the repair of any damages to the Site, adjacent areas that Contractor has arranged to use through construction easements or otherwise, or other adjacent areas used by Contractor as permitted by laws and regulations, is found to be defective, then Contractor shall promptly correct any such defective Work and repairs, at no cost to Owner.

#### 7.13 *Indemnification*

- A. To the fullest extent permitted by law, and in addition to any other obligations of Contractor under the Contract or otherwise, Contractor shall indemnify and hold harmless Owner and Engineer, and the officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, from all losses, damages, costs, and judgments (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) arising from third-party claims or actions relating to or resulting from the performance or furnishing of the Work, provided that any such claim, action, loss, cost, judgment or damage is attributable to bodily injury, sickness, disease, or death, or to damage to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Contractor, any subcontractor, any supplier, or any individual or entity directly or indirectly employed by any of them to perform any of the Work, or anyone for whose acts any of them may be liable.

## ARTICLE 8—OWNER'S RESPONSIBILITIES

### 8.01 *Responsibilities*

- A. Except as otherwise provided in the Contract Documents, Owner shall issue all communications to Contractor through Engineer.
- B. Owner shall make payments to Contractor as provided in this Contract.
- C. Owner shall provide the Site and easements required to construct the Project.
- D. While at the Site, Owner's employees and representatives shall comply with the specific applicable requirements of Contractor's safety programs of which Owner has been informed.
- E. Owner shall furnish copies of any applicable Owner safety programs to Contractor.
- F. If Owner intends to contract with others for the performance of other work at or adjacent to the Site, unless stated elsewhere in the Contract Documents, Owner shall have sole authority and responsibility for such coordination.
- G. Owner shall not supervise, direct, or have control or authority over, nor be responsible for, Contractor's means, methods, techniques, sequences, or procedures of construction, or for related safety precautions and programs, or for any failure of Contractor to comply with laws and regulations applicable to the performance of the Work. Owner will not be responsible for Contractor's failure to perform the Work in accordance with the Contract Documents.

## ARTICLE 9—ENGINEER'S STATUS DURING CONSTRUCTION

### 9.01 *Engineer's Status*

- A. Engineer will be Owner's representative during construction.
- B. Neither Engineer's authority or responsibility under this Article 9 or under any other provision of the Contract, nor any decision made by Engineer in good faith either to exercise or not exercise such authority or responsibility, or the undertaking, exercise, or performance of any authority or responsibility by Engineer, will create, impose, or give rise to any duty in contract, tort, or otherwise owed by Engineer to Contractor, its subcontractors, suppliers, or sureties, or to any employee or agent of any of them.
- C. Engineer will make visits to the Site at intervals appropriate to the various stages of construction. Engineer will not be required to make exhaustive or continuous inspections to check the quality or quantity of the Work.
- D. Engineer will not supervise, direct, control, or have authority over or be responsible for Contractor's means, methods, techniques, sequences, or procedures of construction, or for related safety precautions and programs, or for any failure of Contractor to comply with laws and regulations applicable to the performance of the Work. Engineer will not be responsible for Contractor's failure to perform the Work in accordance with the Contract Documents.

## ARTICLE 10—CHANGES IN THE WORK

### 10.01 *Authority to Change the Work*

- A. Without invalidating the Contract and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work.

#### 10.02 *Change Orders*

- A. Owner and Contractor shall execute appropriate Change Orders covering:
  1. Changes in Contract Price or Contract Times which are agreed to by the parties, including any undisputed sum or amount of time for Work actually performed in accordance with a Work Change Directive;
  2. Changes in the Work which are: (a) ordered by Owner or (b) agreed to by the parties or (c) resulting from the Engineer's decision, subject to the need for Engineer's recommendation if the change in the Work involves the design (as set forth in the Drawings, Specifications, or otherwise), or other engineering or technical matters; and
  3. Changes in the Contract Price or Contract Times or other changes which embody the substance of any final binding results under Article 12.
- B. If the provisions of any bond require notice to be given to a surety of any change affecting the general scope of the Work or the provisions of the Contract Documents (including, but not limited to, Contract Price or Contract Times), the giving of any such notice will be Contractor's responsibility. The amount of each applicable bond will be adjusted to reflect the effect of any such change.

#### 10.03 *Work Change Directive*

- A. A Work Change Directive may be issued to Contractor ordering an addition, deletion, or revision in the Work. A Work Change Directive will not change the Contract Price or Contract Times, but is evidence that the parties expect that the modification ordered or documented by the Work Change Directive will be incorporated in a subsequently issued Change Order, following negotiations by the parties as to the Work Change Directive's effect, if any, on Contract Price or Contract Times.

#### 10.04 *Field Orders*

- A. Engineer may issue a Field Order to authorize minor changes in the Work, provided that the changes do not involve an adjustment in the Contract Price or Contract Times.
- B. If Contractor believes that a Field Order justifies an adjustment in the Contract Price or Contract Times, then Contractor shall request such adjustment before proceeding with the Work.

### ARTICLE 11—DIFFERING SUBSURFACE OR PHYSICAL CONDITIONS

#### 11.01 *Differing Site Conditions Process*

- A. If Contractor believes that any subsurface or physical condition (including but not limited to utilities or other underground facilities) that is uncovered or revealed at the Site either (1) differs materially from that shown or indicated in the Contract Documents, or (2) is of an unusual nature, and differs materially from conditions ordinarily encountered and generally recognized as inherent in Work of the character provided for in the Contract Documents, then Contractor shall promptly notify Owner and Engineer about such condition. Contractor shall not further disturb such condition or perform any Work in connection with the condition (except with respect to an emergency) until receipt of authorization to do so.

1. Contractor shall be entitled to an equitable adjustment in Contract Price or Contract Times, to the extent that the existence of a differing subsurface or physical condition, or any related delay, disruption, or interference, causes an increase or decrease in Contractor's cost of, or time required for, performance of the Work. Contractor shall not be entitled to any adjustment in the Contract Price or Contract Times if Contractor knew of, or should have known of, the existence of the condition prior to entry into the Contract.
- B. After receipt of notice regarding a possible differing subsurface or physical condition, Engineer will promptly:
  1. Review the condition in question;
  2. Determine if it is necessary for Owner to obtain additional exploration or tests with respect to the condition;
  3. Determine whether the condition falls within one of the two differing site condition categories described in Paragraph 11.01.A.;
  4. Obtain any pertinent cost or schedule information from Contractor;
  5. Advise Owner of Engineer's findings, conclusions, and recommendations, including recommendations to Owner regarding the Contractor's resumption of Work in connection with the subsurface or physical condition in question, the need for any change in the Drawings or Specifications, and possible Contract Price or Contract Times adjustments.
- C. After receipt of Engineer's findings, conclusions, and recommendations, Owner shall issue a written statement to Contractor regarding the subsurface or physical condition in question, addressing the resumption of Work in connection with such condition, indicating whether any change in the Drawings or Specifications will be made, adopting or rejecting Engineer's written findings, conclusions, and recommendations, in whole or in part, and granting any equitable adjustment in Contract Times or Contract Price to which Contractor is entitled.

## ARTICLE 12—CLAIMS AND DISPUTE RESOLUTION

### 12.01 *Claims Process*

- A. The party submitting a claim shall deliver it directly to the other party to the Contract and the Engineer promptly (but in no event later than 10 days) after the start of the event giving rise thereto.
- B. The party receiving a claim shall review it thoroughly, giving full consideration to its merits. The two parties shall seek to resolve the claim through the exchange of information and direct negotiations. All actions taken on a claim must be stated in writing and submitted to the other party.
- C. If efforts to resolve a claim are not successful, the party receiving the claim may deny it by giving notice of denial to the other party. If the receiving party does not take action on the claim within 45 days, the claim is deemed denied.
- D. If the dispute is not resolved to the satisfaction of the parties, Owner or Contractor shall give notice to the other party of the intent to submit the dispute to a court of competent

jurisdiction unless the Owner and Contractor both agree to an alternative dispute resolution process.

## ARTICLE 13—TESTS AND INSPECTIONS; CORRECTION OF DEFECTIVE WORK

### 13.01 *Tests and Inspections*

- A. Owner and Engineer will have access to the Site and the Work at reasonable times for observation, inspection, and testing. Contractor shall provide proper and safe conditions for such access.
- B. Contractor shall give Engineer timely notice of readiness of the Work for all required inspections and tests, and shall cooperate with inspection and testing personnel to facilitate required inspections and tests.
- C. Except as otherwise provided in the Contract Documents, Contractor shall be responsible for arranging, obtaining, and paying for all inspections and tests required: (1) by the Contract Documents; (2) by codes, laws, or regulations; (3) to attain Owner's and Engineer's acceptance of materials or equipment; and (4) to obtain Engineer's approval prior to purchase of materials, mix designs, or equipment.
- D. If any Work that is to be inspected, tested, or approved is covered by Contractor without written concurrence of Engineer, Contractor shall, if requested by Engineer, uncover such Work for observation. Such uncovering will be at Contractor's expense.

### 13.02 *Defective Work*

- A. Contractor warrants that the Work is not defective.
- B. Engineer has the authority to determine whether Work is defective, and to reject defective Work.
- C. Prompt notice of all defective Work of which Owner or Engineer has actual knowledge will be given to Contractor.
- D. The Contractor shall promptly correct all defective Work.
- E. When correcting defective Work, Contractor shall take no action that would void or otherwise impair Owner's warranty and guarantee on said Work.
- F. If the Work is defective or Contractor fails to supply sufficient skilled workers or suitable materials or equipment, or fails to perform the Work in such a way that the completed Work will conform to the Contract Documents, then Owner may order Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated.

## ARTICLE 14—PAYMENTS TO CONTRACTOR

### 14.01 *Progress Payments*

- A. Contractor shall prepare a schedule of values that will serve as the basis for progress payments. The schedule of values will be in a form acceptable to Engineer. Lump sum items will be broken into units that allow for measurement of Work in progress. For unit price work, the unit price breakdown in Article 5 will be used as the schedule of values.

**14.02 Applications for Payments**

- A. Contractor shall submit signed applications for payment to Engineer monthly, in a form acceptable to the Engineer. Contractor shall provide supporting documentation required by the Contract Documents. Owner will pay for Work completed as of the date of the application for payment.
- B. Beginning with the second application for payment, each application must include an affidavit of Contractor stating that all previous progress payments have been applied to discharge Contractor's obligations associated with the prior applications for payment.

**14.03 Retainage**

- A. The Owner shall retain five percent of each progress payment until the Work is substantially complete.

**14.04 Review of Applications**

- A. Within 10 days after receipt of each application for payment, Engineer will either recommend payment and present the application for payment to Owner, or return the application for payment to Contractor indicating Engineer's reasons for refusing to recommend payment. The Contractor will make the necessary corrections and may resubmit the application for payment.
- B. Engineer will recommend reductions in payment (set-offs) which, in the opinion of the Engineer, are necessary to protect Owner from loss because the Work is defective and requires correction or replacement.
- C. The Owner is entitled to impose set-offs against payment based on any claims that have been made against Owner, or any incurred costs, losses, or damages, on account of Contractor's conduct in the performance of the Work; for defective Work; or for liquidated damages that have accrued as a result of Contractor's failure to complete the Work.

**14.05 Contractor's Warranty of Title**

- A. Contractor warrants and guarantees that title to all Work, materials, and equipment furnished under the Contract will pass to Owner free and clear of (1) all liens and other title defects, and (2) all patent, licensing, copyright, or royalty obligations, no later than 7 days after the time of payment by Owner.

**14.06 Substantial Completion**

- A. When Contractor considers the Work ready for its intended use, Contractor shall request that Engineer issue a certificate of substantial completion. Contractor shall at the same time submit to Owner and Engineer an initial draft of punch list items to be completed or corrected before final payment.
- B. Promptly after Contractor's request, Engineer will inspect the Work with Owner and Contractor to determine the status of completion. If Engineer does not consider the Work substantially complete, Engineer will notify Contractor and Owner of the reasons for Engineer's decision.
- C. If Engineer considers the Work substantially complete, or upon resolution of all reasons for non-issuance of a certificate, Engineer will deliver to Owner and Contractor a certificate of

substantial completion that will fix the date of substantial completion and include a punch list of items to be completed or corrected before final payment.

**14.07 *Final Inspection***

- A. Upon notice from Contractor that the entire Work is complete, Engineer will promptly make a final inspection with Owner and Contractor, and will notify Contractor of all particulars in which this inspection reveals that the Work is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete such Work and remedy such defects.

**14.08 *Final Payment***

- A. Contractor may make application for final payment after satisfactorily completing all Work, including providing all maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance, certificates of inspection, annotated record documents, and other documents.
- B. The final application for payment must be accompanied (except as previously delivered) by:
  1. All documentation called for in the Contract Documents;
  2. Consent of the surety to final payment;
  3. Satisfactory evidence that all title issues have been resolved such that title to all Work, materials, and equipment has passed to Owner free and clear of any liens or other title defects, or will so pass upon final payment;
  4. A list of all pending claims; and
  5. Complete and legally effective releases or waivers (satisfactory to Owner) of all lien rights arising out of the Work, and of liens filed in connection with the Work.
- C. The Work is complete (subject to surviving obligations) when it is ready for final payment as established by the Engineer's written recommendation of final payment and issuance of notice of the acceptability of the Work.

**14.09 *Waiver of Claims***

- A. By making final payment, Owner waives its claim or right to liquidated damages or other damages for late completion by Contractor, except as set forth in an outstanding claim, set-off, or express reservation of rights by Owner. Owner reserves all other claims or rights after final payment.
- B. The acceptance of final payment by Contractor will constitute a waiver by Contractor of all claims and rights against Owner other than those pending matters that have been duly submitted as a claim.

**ARTICLE 15—SUSPENSION OF WORK AND TERMINATION**

**15.01 *Owner May Suspend Work***

- A. At any time and without cause, Owner may suspend the Work or any portion thereof for a period of not more than 60 consecutive days by notice to Contractor and Engineer. Such notice will fix the date on which Work will be resumed. Contractor shall resume the Work on

the date so fixed. Contractor shall be entitled to an adjustment in the Contract Price or Contract Times, to the extent directly attributable to any such suspension.

#### **15.02 Owner May Terminate for Cause**

- A. Contractor's failure to perform the Work in accordance with the Contract Documents or other failure to comply with a material term of the Contract Documents will constitute a default by Contractor and justify termination for cause.
- B. If Contractor defaults in its obligations, then after giving Contractor and any surety 10 days' notice that Owner is considering a declaration that Contractor is in default and the termination of the Contract, Owner may proceed to:
  1. Declare Contractor to be in default, and give Contractor and any surety notice that the Contract is terminated; and
  2. Enforce the rights available to Owner under any applicable performance bond.
- C. Owner may not proceed with termination of the Contract under Paragraph 15.02.B if Contractor within 7 days of receipt of notice of intent to terminate begins to correct its failure to perform and proceeds diligently to cure such failure.
- D. Subject to the terms and operation of any applicable performance bond, if Owner has terminated the Contract for cause, Owner may exclude Contractor from the Site, take possession of the Work, incorporate in the Work all materials and equipment stored at the Site or for which Owner has paid Contractor but which are stored elsewhere, and complete the Work as Owner may deem expedient.
- E. In the case of a termination for cause, if the cost to complete the Work, including related claims, costs, losses, and damages, exceeds the unpaid contract balance, Contractor shall pay the difference to Owner.
- F. If Contractor has provided a performance bond, the provisions of that bond will govern over any inconsistent provisions of Paragraph 15.02.

#### **15.03 Owner May Terminate for Convenience**

- A. Upon 7 days' notice to Contractor, Owner may, without cause and without prejudice to any other right or remedy of Owner, terminate the Contract. In such case, Contractor shall be paid for the following, without duplication of any items:
  1. Completed and acceptable Work executed in accordance with the Contract Documents prior to the effective date of termination, less any set-offs, and including fair and reasonable sums for overhead and profit on such Work;
  2. Expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials, or equipment as required by the Contract Documents in connection with uncompleted Work, plus fair and reasonable sums for overhead and profit on such expenses; and
  3. Other reasonable expenses directly attributable to termination, including costs incurred to prepare a termination for convenience cost proposal.
- B. Contractor shall not be paid for any loss of anticipated profits, or revenue, post-termination overhead costs, or other economic loss arising out of or resulting from such termination.

#### 15.04 *Contractor May Stop Work or Terminate*

- A. If, through no act or fault of Contractor, (1) the Work is suspended for more than 60 consecutive days by Owner or under an order of court or other public authority, or (2) Owner fails for 30 days to pay Contractor any sum finally determined to be due, then Contractor may, upon 7 days' notice to Owner, and provided Owner does not remedy such suspension or failure within that time, either stop the Work until payment is received, or terminate the Contract and recover payment from the Owner.

### ARTICLE 16—CONTRACTOR'S REPRESENTATIONS

#### 16.01 *Contractor Representations*

- A. Contractor makes the following representations when entering into this Contract:
  1. Contractor has examined and carefully studied the Contract Documents.
  2. Contractor has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
  3. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
  4. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that, without exception, all prices in the Contract are premised upon performing and furnishing the Work required by the Contract Documents.

### ARTICLE 17—MISCELLANEOUS

#### 17.01 *Giving Notice*

- A. Whenever any provision of the Contract Documents requires the giving of notice to Owner, Engineer, or Contractor, such notice must be in writing, and delivered in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line.

#### 17.02 *Cumulative Remedies*

- A. The duties and obligations expressly imposed by this Contract, and the rights and remedies expressly available to the parties under this Contract, are in addition to, and are not to be construed in any way as a limitation of, any duties, obligations, rights, or remedies otherwise imposed or available by laws or regulations, by warranty or guarantee, or by other provisions of the Contract.

#### 17.03 *Limitation of Damages*

- A. Neither Owner, Engineer, nor any of their officers, directors, members, partners, employees, agents, consultants, or subcontractors, shall be liable to Contractor for any claims, costs, losses, or damages sustained by Contractor on or in connection with any other project or anticipated project.

**17.04 No Waiver**

- A. A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Contract.

**17.05 Survival of Obligations**

- A. All representations, indemnifications, warranties, and guarantees made in, required by, or given in accordance with the Contract, as well as all continuing obligations indicated in the Contract, will survive final payment, completion, and acceptance of the Work or termination of the Contract or of the services of Contractor.

**17.06 Contractor's Certifications**

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or entering into the Contract.

**17.07 Controlling Law**

- A. This Contract is to be governed by the law of the state in which the Project is located.

The Effective Date of the Contract is December 30, 2025.

Owner:

\_\_\_\_\_  
*(typed or printed name of organization)*

By:

\_\_\_\_\_  
*(individual's signature)*

Date:

\_\_\_\_\_  
*(date signed)*

Name:

\_\_\_\_\_  
*(typed or printed)*

Title:

\_\_\_\_\_  
*(typed or printed)*

Attest:

\_\_\_\_\_  
*(individual's signature)*

Title:

\_\_\_\_\_  
*(typed or printed)*

Address for giving notices:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Designated Representative:

Name: \_\_\_\_\_  
*(typed or printed)*

Title: \_\_\_\_\_  
*(typed or printed)*

Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone:

Email:

*Agreement.)*

Contractor:

**CIR Electrical Construction Corporation**

\_\_\_\_\_  
*(typed or printed name of organization)*

By:

\_\_\_\_\_  
*(individual's signature)*

Date:

\_\_\_\_\_  
*1/12/2026*

\_\_\_\_\_  
*(date signed)*

Name:

**Marc A. Brunelle**

\_\_\_\_\_  
*(typed or printed)*

Title: **Chief Operating Officer/Partner**

\_\_\_\_\_  
*(typed or printed)*

*(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)*

Attest:

\_\_\_\_\_  
*(individual's signature)*

Title:

**President**

\_\_\_\_\_  
*(typed or printed)*

Address for giving notices:

2517 Long Road

Grand Island, NY 14072

Designated Representative:

Name: **Marc A. Brunelle**  
\_\_\_\_\_  
*(typed or printed)*

Title: **Chief Operating Officer/Partner**  
\_\_\_\_\_  
*(typed or printed)*

Address:

2517 Long Road

Grand Island, NY 14072

Phone: 716-362-5000

Email: mbrunelle@cirelectric.com

License No.: \_\_\_\_\_  
*(where applicable)*

State: **New York**

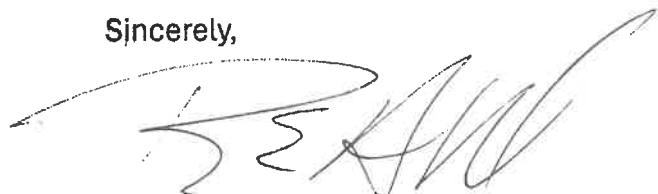
February 9, 2026

Village of Lancaster  
5423 Broadway  
Lancaster NY 14086

Mayor Schroeder and Trustees,

Recently in Justice Court, we have had a vacancy for the position of Court Clerk. Judge Bumbalo and myself have conducted interviews and we would like to recommend Margaret Giso, 13 Cayuga Av Lancaster NY 14086 to fill the vacant position. Her start date will be March 2, 2026 at the rate of \$25/hr.

Sincerely,



Ryan Hadsall, Village Justice