

**VILLAGE OF LANCASTER
BOARD MEETING**

A G E N D A

- X 1. PLEDGE TO THE FLAG
- X 2. ROLL CALL
- X 3. AUDIENCE PARTICIPATION – LISTED AGENDA ITEMS ONLY
- X 4. MINUTES OF MEETINGS DATED: August 24 (regular meeting)
- X 5. ABSTRACT OF AUDITED VOUCHERS
- X 6. LISTED CORRESPONDENCE
- X 7. RESOLUTIONS
- X 8. AUDIENCE PARTICIPATION – GENERAL COMMENTS
- X 9. COMMITTEE REPORTS – FOLLOW UP
- X 10. DEPARTMENT HEAD REPORTS
- 11. HEARINGS
- X 12. MISCELLANEOUS
- X 13. ADJOURNMENT

NEXT SCHEDULED REGULAR MEETING

MONDAY, SEPTEMBER 28, 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 five (5) 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

August 24, 2026

OFFICIAL MEETING MINUTES

Page 1 of 9

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, August 24, 2026, at 7:00 P.M.

MEETINGS TO DATE 12
NO. OF REGULARS 9
NO. OF SPECIALS 3

Attendance:		<u>Attended / Absent</u>
William C. Schroeder	Mayor	12 / 0
Tammie E. Malone Schaefer	Trustee/ Deputy Mayor	11 / 1
John Mikoley	Trustee	12 / 0
Deirdre A. Miller (Absent)	Trustee	11 / 1
Gavin J. O'Brien	Trustee	11 / 1

Also Present:

Arthur A. Herdzik	Village Attorney
Michael E. Stegmeier	Clerk-Treasurer
Wayne Cisco	Superintendent of Public Works
Thomas Kukoleca	Fire Chief – Assistant 9-2
Emma Eckert (left at 8:00pm)	Historic Preservation Commission Member
Matthew Fischione	Town Code Enforcement Officer
Captain Angela Greco	Town of Lancaster Police Department

Mayor Schroeder led the pledge to the flag.

AUDIENCE PARTICIPATION:

LISTED AGENDA ITEMS

-none-

ACCEPTANCE OF MINUTES

Motion by Trustee Mikoley and seconded by Trustee O'Brien to accept the minutes of the August 10, 2026 regular meeting.

Adopted Resolution: 223 Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

ABSTRACT OF AUDITED VOUCHERS

Motion by Trustee O'Brien and seconded by Trustee Mikoley that the Treasurer be authorized to pay, from the vouchers, all the claims against the GENERAL, SEWER, TRUST, CAPITAL, EQUIPMENT RESERVE, COMMUNITY DEVELOPMENT and SPECIAL REPAIR RESERVE FUNDS for the period from 8/11/2026 to 8/24/2026.

Further, that the report of the Finance Committee be accepted from the abstract of the audited vouchers, a total of 61 claims were approved, and that all claims were paid against the:

GENERAL FUND -----in the amount of	\$	179,524.40
SEWER FUND -----in the amount of	\$	9,010.50
TRUST FUND -----in the amount of	\$	1,526.75

CAPITAL FUND -----	in the amount of	\$	--
EQUIPMENT RESERVE -----	in the amount of	\$	--
COMMUNITY DEVELOPMENT -----	in the amount of	\$	--
SPECIAL REPAIR RESERVE FUND -----	in the amount of	\$	--
For the period from <u>7/28/2026</u> To <u>8/10/2026</u>			

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

General Fund checks # 94591 through # 94638
Sewer Fund checks # 12438 through # 12439
Trust Fund check # 2642

Adopted Resolution: **224** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, 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 August 1, 2026 – August 16, 2026.

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

Adopted Resolution: **225** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

- 2) Correspondence from Brittany Leighbody, 716 Dance Lab, providing a Special Events Application for its Lancaster Thrills event to be held on Saturday, October 3, 2026, on West Main Street from 5:00 p.m. to 9:00 p.m.

Motion by Trustee Malone Schaefer and seconded by Trustee O'Brien to place this application in the Community Events Committee for further review.

Adopted Resolution: **226** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

- 3) Correspondence from Greg Day, Lancaster Village Merchants Association, providing a Special Events Application for a Football in the Village event to be held on Sunday, September 13, 2026, on West Main Street from 11:00 a.m. to 5:00 p.m.

Motion by Trustee Malone Schaefer and seconded by Trustee Mikoley to approve this event application contingent upon receipt and approval of required insurance documentation.

Adopted Resolution: **227** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

- 4) Correspondence from Matt Fischione, Code Enforcement Officer, providing a report regarding unsafe conditions at 186 Central Avenue.

Matt Fischione gave a report on the history of the property and issues which began while converting the property into a 2-family dwelling as a result of subpar work. There is high grass and the property is poorly maintained. There are roof leaks, mold in the building, and evidence of deterioration on the exterior of the

property. A tree fell in the backyard years ago and still remains untouched. There have been court citations and follow-up inspections have identified ongoing exterior problems including a roof permit that was not being followed, and a stop work order was issued. He has determined the building to be an unsafe structure. The owner lives in Florida. There is a local representative for property management who has not been present on site this year.

Motion by **Trustee O'Brien** and seconded by **Trustee Mikoley** to direct Code Enforcement Officer Matt Fischione to give notice of remedy to the property owner of 186 Central Avenue and further to schedule a hearing on Monday, November 9, 2026, at 7:15 p.m. to consider unsafe conditions at 186 Central Avenue.

Adopted Resolution: **228** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

- 5) Correspondence from Fire Chief Eric Feldmann providing a quote for a new computer to replace the LFD Secretary computer at a total cost of \$1,766.93 from Dell on NYS OGS Umbrella Contract #PM20820.

Motion by **Trustee Mikoley** and seconded by **Trustee O'Brien** to approve this purchase as presented.

Adopted Resolution: **229** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

- 6) Correspondence from Fire Chief Eric Feldmann providing a quote for a new radio to be installed on the new Engine 2 that is being built at a total cost of \$5,118.11 from Motorola Solutions on NYS OGS Contract # PT68722; and further requesting approval to start submitting quotes for other equipment needed for the new engine.

Motion by **Trustee Mikoley** and seconded by **Trustee O'Brien** to approve this purchase for a new radio and the request to pursue quotes for other equipment as presented.

Adopted Resolution: **230** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

RESOLUTIONS:

Motion by **Trustee O'Brien** and seconded by **Trustee Malone Schaefer** to accept and approve the following membership change for the Lancaster Fire Department as approved at its Department meeting on August 11, 2026:

- Resignation accepted in good standing from Lynne Ruda, Eagle Hose Company.

Adopted Resolution: **231** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

PUBLIC HEARING @ 7:15 PM

LOCAL LAW – CHAPTER 126 “DUMPSTERS”
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Mayor Schroeder opened the public hearing at 7:17 p.m. and read a summary of the notice that was published in the Lancaster Bee:

PLEASE TAKE NOTICE; That the Village of Lancaster Board of Trustees will conduct a public hearing in the Council Chambers of the Lancaster Municipal Building, 5423 Broadway, Lancaster, New York on Monday, August 24, 2026 at 7:15 P.M. to consider a local law which if adopted would amend Chapter 126 “Dumpsters” of the Lancaster Village Code as follows:

1) exclude from the application of Chapter 126 those dumpsters used for waste materials accumulated in the performance of a valid building permit;

2) extend the maximum term of a dumpster permit from 1 to 3 years;

3) establish a review process by Village officials of dumpster permit applications and

4) provide that the Village Board of Trustees will review dumpster permit applications and either stay the approval pending further information, approve, conditionally approve, or deny the application.

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

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

Michael E. Stegmeier
Village Clerk

Audience Participation: -None-

Motion by **Trustee O'Brien** and seconded by **Trustee Malone Schaefer** to close the public hearing at 7:18 p.m.

Adopted Resolution: **232** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

Motion by **Trustee Mikoley** and seconded by **Trustee Malone Schaefer** to adopt the local law as presented.

Adopted Resolution: **233** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

AUDIENCE PARTICIPATION:	GENERAL COMMENTS
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Tom Sweeney – 11 West Main Street:

He commended the efforts of Village officials and personnel related to the summer events. He also commented regarding the pavilion to be constructed in Cayuga Creek Park. He has concerns with the proposed location including direction of sound and glare from the sun. He proposed having the pavilion near Aurora Street in the opposite corner or parallel to the road so that it faces inward towards the middle of the park. This would provide more wind and weather protection, and the direction would be towards the merchants and shops to help activate their businesses. It would also activate the entire park space rather than just the smaller grass area as currently positioned. It was suggested to gather additional community feedback before moving forward with construction plans.

Holliann Schrantz – Vibe Yoga Lab, 11 West Main Street (Suite 950):

She stated concerns with parking for ongoing events which continue to grow and expand. She also expressed the importance of communication with merchants regarding events that are approved.

Paul Vanacore – 23 Washington Street:

He commented regarding an ongoing complaint with his neighbor. He came to a board meeting in May, and he has seen no action to address the situation. He questioned what else needs to be done to have action taken regarding his concerns. He stated that the neighbor keeps bringing home junk cars.

Matt Fischione indicated that he visited the site on June 12th and met with the owner. There was no evidence of property maintenance violations or unsanitary conditions. He passed around photos of conditions found at the inspection. An inspection has been rescheduled for tomorrow (8/25) to address the fence and posts that need to be cut down to proper height. He will also have vehicles on the property inspected for proper registration.

Mr. Vanacore stated concerns with a bridge over the creek that the neighbor has been rebuilding for years.

Matt Fischione explained the bridge construction is proper for this area which is considered a floodplain.

Brett Stephenson – 21 Washington Street:

He questioned the process to request curbing to be installed on his street. He has concerns with vehicles parking on the grass and damaging his lawn.

Superintendent Cisco indicated that he could look into curbing on Washington Street to determine the estimated cost. He noted that the entire road would need to be reconstructed for curbing to be installed.

There was discussion of other potential options to consider in front of the house to avoid mud and having the grass torn up by vehicles.

COMMITTEE REPORTS & FOLLOW UPS:
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➤ **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

Motion by Trustee Mikoley and seconded by Trustee O'Brien to schedule a public hearing in Council Chambers on Monday, September 28, 2026, at 7:15 p.m. to consider a local law for proposed revisions to Chapter 139 "Excavations" and Chapter 263 "Sewers".

Adopted Resolution: **234**

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

Motion by **Trustee O'Brien** and seconded by **Trustee Mikoley** to schedule a public hearing in Council Chambers on Monday, September 28, 2026, immediately following another public hearing scheduled at 7:15 p.m. to consider a local law for proposed revisions to update Section 350-61 of the Village Code to allow for alternate members of the Zoning Board of Appeals.

Adopted Resolution: **235** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

He reported that Kideney Architects is behind on issuing the final report for the Buildings Conditions Assessment. It will be shared with the Board when it is received.

He commented on the Town of Lancaster process for short-term rentals to regulate the process for registrations and noted that the Village will need a different process to address our specific concerns.

➤ **HUMAN RESOURCES** – Trustee Malone Schaefer

Motion by **Trustee Malone Schaefer** and seconded by **Trustee O'Brien** to appoint Grant Getzoni as a member of the Zoning Board of Appeals to fill a vacant position with a term to expire on April 2, 2029.

Adopted Resolution: **236** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

Motion by **Trustee Malone Schaefer** and seconded by **Mayor Schroeder** to enter into executive session at 8:02 p.m. to discuss a personnel matter with Superintendent Cisco.

Adopted Resolution: **237** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

Motion by **Trustee O'Brien** and seconded by **Trustee Malone Schaefer** to close the executive session and reconvene the meeting at 8:20 p.m. There were no votes or action taken during the executive session that would require entry into the minutes.

Adopted Resolution: **238** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

➤ **COMMUNITY EVENTS** – Trustee Malone Schaefer

Motion by **Trustee Malone Schaefer** and seconded by **Trustee O'Brien** to approve the event application for the Chamber of Commerce 12th Annual Village Wine Walk to be held on September 12, 2026, contingent upon receipt and approval of required insurance documentation.

Adopted Resolution: **239** Ayes: Mayor Schroeder, Trustees Malone Schaefer, Mikoley, and O'Brien

She reported on a successful PorchFest event that took place on August 15th throughout the Village.

The Village Fall Fest event will be held on Saturday, September 19th.

➤ **ECONOMIC DEVELOPMENT** – Mayor Schroeder

He reported that the Planning Commission approved the plans for the band stage to be constructed in Cayuga Creek Park.

➤ **SEWER** – Trustee Mikoley

The annual meeting with the NYS DEC took place on August 11th to provide a progress report on the Consent Order with representatives from Watts Architects & Engineering.

➤ **GRANTS** – Trustee O'Brien

Cayuga Creek Park

DPW completed safety updates to the stairs which will be re-opened tomorrow.

ZEV Grant – EV Charging Station

There was damage to a cable that was causing service interruptions. This was likely caused by the lack of a cable management system. Amy Stypa and Bill Schutt's office are working with CIR Electrical to have this system installed.

CEC Grant – NEFH Energy Upgrades

The last pieces of this grant are complete with the upgrades to the North End Fire Hall. Closeout and reimbursement are in progress.

Plum Bottom Creek Culvert – Phase 2 (Federal Grant)

We received permission to accrue reimbursable expenses. The next step is to get out RFQ for consultant services over the next month.

Lowe's Community Impact Grant – CCP Terrace Upgrade

This project was not selected for 2026. There was no outdoor park projects selected at all for this program and only 2 projects in NY State were approved.

Certified Local Government (CLG) – Historic Resource Inventory Update

We are working on this grant application with Historic Preservation Commission and our grant writer to submit by the September 15th deadline.

➤ **TECHNOLOGY & MARKETING** – Trustee Miller

No report.

➤ **CLIMATE SMART** – Trustee O'Brien

There was a NYSACC Environmental Excellence Awards submission for our community tree planting.

A tree dedication event was held last Sunday for Eric Karnath, and another will be held this Friday for Dominic Terranova.

The Sustainability Expo will return to Fall Fest this year including Electric Vehicle Association, Erie County ECLIPSE program, Erie County Plate to Field Program, NYSEG Energy Efficiency, Buffalo Niagara Waterkeeper, and the Lancaster Climate Smart Task Force.

The Climate Smart Task Force and Forestry Advisory Board quarterly meetings are scheduled for next week on Thursday, September 3rd.

DEPARTMENT HEAD REPORTS & FOLLOW UPS:

➤ **SUPERINTENDENT OF PUBLIC WORKS** – Wayne Cisco

He commented regarding a storm sewer issue that is causing flooding in the area of Pleasant Avenue and North Aurora Street during heavy rainfall. He has gotten a couple of estimates to clean out the storm sewer before determining what repairs may be needed. Visone Construction was the lowest quote, and he will be moving forward with them for this service.

He reported on a situation where white flies have been found in flowers. The affected plant was sent to Site One to be addressed and they have come up with a plan for next year.

Some DPW employees will be taking a pesticide course to be trained in future situations when such treatment is necessary.

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

No report.

➤ **TOWN BUILDING DEPARTMENT** – Matt Fischione

No report.

➤ **FIRE CHIEF** – Thomas Kukoleca (Assistant 9-2)

There have been 20 alarms in August to date.

The fire education program will be gearing up for back-to-school season next month.

➤ **HISTORIC PRESERVATION COMMISSION** – Emma Eckert

No report.

➤ **TOWN POLICE DEPARTMENT** – Captain Angela Greco

No report.

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

He commented regarding two issues related to the Florence Avenue paper street that were discussed at the last meeting. One issue related to an adjacent owner (Giza) who is interested in purchasing 2 segments that would result in 50 feet of frontage on 6th Avenue which may then become a buildable lot. The second issue relates to an adjacent owner who is a licensed surveyor and has requested to perform the surveys for the segmented lots to be transferred. These matters were to be addressed at tonight's meeting and the attorney representing the residents and the owner interested in the 2 segments were invited to attend and discuss their interests. Neither party were in attendance at the meeting. Also, it was clarified since the last meeting that the surveyor / owner is not associated with Wendel who performed the original surveys of the paper streets on behalf of the Village.

Trustee Mikoley commented regarding the 2 sections that would result in 50 feet of frontage. If this becomes a buildable lot, then the compensation should be more than what was originally considered. Otherwise, a deed restriction should be placed on the property so that it cannot be built on. This was not the original intent of the Village Board to transfer the paper streets to have homes built upon them.

There was no action taken at this meeting regarding Florence Avenue. Discussions will continue at a later time when there is more communication from the attorney / residents.

MISCELLANEOUS:

Trustee O'Brien and Attorney Herdzyk will not be in attendance at the next board meeting due to attendance at the NYCOM Fall Training School taking place that week in Saratoga Springs, NY.

ADJOURNMENT:

Motion by **Mayor Schroeder** and seconded by **Trustee Mikoley** to adjourn the meeting at 8:37 p.m.

Adopted Resolution: **240**

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

Respectfully submitted,

Michael E. Stegmeier
Clerk-Treasurer

ABSTRACT

AUGUST 24, 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

August 24, 2026 to September 14, 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 \$ 290,836.02
SEWER FUND -----in the amount of \$ 19,050.31
TRUST FUND -----in the amount of \$ 2,637.94
CAPITAL FUND -----in the amount of \$ 3,898.28
EQUIPMENT RESERVE -----in the amount of \$
COMMUNITY DEVELOPMENT -----in the amount of \$
SPECIAL REPAIR RESERVE FUND ----in the amount of \$

TOTAL 316,422.55

For the period from August 10, 2026 to August 24, 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.....	85
General Fund Ck#.....	94640-94706
Sewer Fund Ck#.....	12440-12448
Trust Fund Ck#.....	2643-2644
Capital Fund Ck#.....	1983
Community Development Fund Ck#	

Mayor William Schroeder

Abstract Summary of Funds

Board Meeting Date: August 10, 2026

	<u>General Fund (A)</u>	<u>Sewer Fund (G)</u>	<u>Trust Fund (T)</u>	<u>Capital Fund (H)</u>
Vouchers Paid by Check	\$ 424.64			
2025-2026 Budget				
Vouchers Paid by Check	\$ 202,149.37	\$ 12,286.94	\$ 2,637.94	\$ 3,898.28
2026-2027 Budget				
Payroll Voucher 8/14/2026	\$ 81,882.17	\$ 6,282.74		
Fica Voucher 8/14/2026	\$ 6,379.84	\$ 480.63		
TOTALS	\$ 290,836.02	\$ 19,050.31	\$ 2,637.94	\$ 3,898.28

TOTAL ALL FUNDS **\$ 316,422.55**

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

08/26/2026

01:34 PM

Item Status		Purchase Types		Misc
Range: First to Last Rcvd Batch Id Range: First to Last Numbrance Date Range: First to 05/31/27		Bid: Y State: Y Other: Y Exempt: Y		
Open: N Void: N Paid: N Held: N Aprv: N Rcvd: Y		P.O. Type: All Format: Detail without Line Item Notes Include Non-Budgeted: Y Prior Year Only: N * Means Prior Year Line: Vendors: All		

PO Date	Vendor	Contract	PO Type						
Option	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
05/31/26		MANNY005	MANNY'S ACE HARDWARE						
'S & SUPPLIES MAY 2026 DPW	\$109.14	A -5110-412-000	E	STREETS MAINT-SIGNS	R	05/31/26	05/31/26		MAY2026
'S & SUPPLIES MAY 2026 DPW	\$47.48	A -5110-419-000	E	STREETS MAINT-TOOLS & PAINT	R	05/31/26	05/31/26		MAY2026
'S & SUPPLIES MAY 2026 DPW	\$90.59	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	05/31/26	05/31/26		MAY2026
'S & SUPPLIES MAY 2026 DPW	\$62.31	A -7110-414-000	E	PARKS-MATERIALS-OTHER	R	05/31/26	05/31/26		MAY2026
'S & SUPPLIES MAY 2026 DPW	\$12.59	A -7550-420-000	E	CELEBRATIONS-MISC OVERHEAD	R	05/31/26	05/31/26		MAY2026
'S & SUPPLIES MAY 2026 DPW	\$96.84	A -8510-401-000	E	BEAUTIFICATION - SUPPLIES & MA	R	05/31/26	05/31/26		MAY2026
'S & SUPPLIES MAY 2026 DPW	\$5.69	A -8540-414-000	E	DRAINAGE-MATERIALS & PIPE	R	05/31/26	05/31/26		MAY2026
	\$424.64								

Use Orders:	1	Total P.O. Line Items:	7	Total List Amount:	\$424.64	Total Void Amount:	\$0.00
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LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

Totals by Year-Fund				
Fund Description	Fund	Expend Total	Revenue Total	G/L Total
	6-A	\$424.64	\$0.00	\$0.00
Total Of All Funds:		\$424.64	\$0.00	\$0.00
Totals by Fund				
Fund Description	Fund	Expend Total	Revenue Total	G/L Total
	A	\$424.64	\$0.00	\$0.00
Total Of All Funds:		\$424.64	\$0.00	\$0.00

LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

08/27/2026

01:15 PM

Ranges

Range: First to Last
Rcvd Batch Id Range: First to Last
Encumbrance Date Range: First to 05/31/27

Item Status **Purchase Types** **Misc**

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

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

PO #

PO Date

Vendor

Contract

PO Type

Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
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27-00280	08/20/26	ADAMC005	CORY ADAMCZAK						
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1	PLANNING COMM ALT	8/20/26	MTG	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME	R	08/20/26	08/20/26	8/20/26 MTG
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27-00281	08/12/26	ALLEI005	JAMES ALLEIN						
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1	HPC MTG-PLAN COMM LIAS	8/12/26		\$50.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET	R	08/12/26	08/12/26	8/12/26 MTG
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27-00282	08/21/26	ALWAY005	ALWAYS FAMILY						
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1	1ST PL 7/4 PARADE FLOAT CONT			\$500.00	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE	D	08/21/26	08/21/26	
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27-00283	08/19/26	AMAZO010	AMAZON CAPITAL SERVICES						
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1	9/11 REMB FLG, 2WAY RADIO STRP			\$47.96	A -3411-440-000	E	FIRE DEPT-RECRUITMENT/RETENT	R	08/19/26	08/19/26	1J3M-VF7K-HTQX
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2	9/11 REMB FLG, 2WAY RADIO STRP			\$197.54	A -3411-260-400	E	FIRE DEPT-MONITOR II PAGERS	R	08/19/26	08/19/26	14WH-4WCL-3VT4
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\$245.50

27-00284	08/20/26	APPLI010	APPLIED INDUSTRIAL TECH						
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1	MECHANICS SHOP OVERSTOCK			\$372.71	A -3411-456-000	E	FIRE DEPT-REPAIRS & MAINT BY DI	R	08/20/26	08/20/26	7035099120
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2	MECHANICS SHOP OVERSTOCK			\$372.71	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT-TI	R	08/20/26	08/20/26	7035099120
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3	MECHANICS SHOP OVERSTOCK			\$372.71	A -7110-453-000	E	PARKS-REPAIRS TO EQUIPMENT	R	08/20/26	08/20/26	7035099120
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4	MECHANICS SHOP OVERSTOCK			\$372.71	A -8170-452-000	E	ST CLEANING-REPAIR/MAINT TRUC	R	08/20/26	08/20/26	7035099120
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5	MECHANICS SHOP OVERSTOCK			\$372.71	A -8560-452-000	E	SHADE TREES-TRUCK REPAIR & M	R	08/20/26	08/20/26	7035099120
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6	MECHANICS SHOP OVERSTOCK			\$372.71	G -8120-453-000	E	SANITARY SEWERS-REPAIRS & MA	R	08/20/26	08/20/26	7035099120
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\$2,236.26

27-00285	08/20/26	ASPOS005	ASPOSTO, CONNOR						
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1	PLANNING COMM MBR	8/20/26	MTG	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME	R	08/20/26	08/20/26	8/20/26 MTG
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LANCASTER VILLAGE
Purchase Order Listing By P.O. Number

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PO # PO Date Vendor

Contract PO Type

Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
27-00286	08/21/26 ERIEC035 ERIE COUNTY GOVERNMENTS									
1	REGULAR MTG AUG - O'BRIEN ATND	\$65.00	A -1010-470-000	E	BOARD OF TRUSTEES - EXPENSE / R		08/21/26	08/21/26		AUG 2026
27-00287	08/11/26 BIELA005 PAULA BIELAT									
1	COURT STENO SVCS 8/11/26	\$125.00	A -1110-435-000	E	VILLAGE JUSTICE - CONTRACTUAL R		08/11/26	08/11/26		8/11/2026
27-00288	08/21/26 BOWMA005 BOWMANSVILLE FIRE ASSN.									
1	2ND PL 7/4 PARADE FLOAT CONT	\$300.00	A -7550-402-000	E	CELEBRATIONS-INDEPENDENCE D R		08/21/26	08/21/26		
27-00289	08/12/26 BUDZI010 BUDZINSKI, JEFFREY									
1	HPC MEETING-VILL HIST 8/12 MTG	\$100.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R		08/12/26	08/12/26		8/12/26
27-00290	08/20/26 BUSZC005 BUSZKA, ALEXANDER									
1	PLAN COMM ALT 8/20/26 MTG	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME R		08/20/26	08/20/26		8/20/2026
27-00291	08/12/26 CAMPB010 SHERRY CAMPBELL									
1	HPC MTG COMM MBR 8/12/26 MTG	\$100.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET R		08/12/26	08/12/26		8/12/26
27-00292	08/20/26 CARRI005 CARRICK, RYAN									
1	PLAN COMM MBR 8/20/26 MTG	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME R		08/20/26	08/20/26		8/20/26
27-00293	08/20/26 CHART005 CHARTER COMMUNICATIONS									
1	SPECTRUM RCVR & TV FOR DPW	\$46.13	A -1640-435-000	E	DEPT PUBLIC WORKS-CONTRACTL R		08/20/26	08/20/26		141774001
27-00294	08/21/26 CJKRA005 C J KRANTZ TOPSOIL INC.									
1	TOPSOIL LOMBARDY/LAKE, PAC WAY	\$246.00	A -5110-475-000	E	STREETS MAINT-UNCLASSIFIED-PE R		08/21/26	08/21/26		18-8065
2	TOPSOIL LOMBARDY/LAKE, PAC WAY	\$328.00	A -7110-435-000	E	PARKS-MAINTENANCE LANDSCAPI R		08/21/26	08/21/26		18-8672
		\$574.00								
27-00295	08/21/26 COPIE005 COPIER FAX BUSINESS TECHNOLOGI									
1	EXCESS BLK COPIER CHARGE	\$1.67	A -8090-435-000	E	ENVIRONMENTAL - CONTRACTUAL R		08/21/26	08/21/26		902963
2	EXCESS BLK COPIER CHARGE	\$47.75	A -1110-473-000	E	VILLAGE JUSTICE - COPIER MAINTI R		08/21/26	08/21/26		902963

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Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Rcvd Date	Chk/Void Date	Invoice
27-00295 08/21/26 COPIE005 COPIER FAX BUSINESS TECHNOLOGI				Account Continued				
3 EXCESS BLK COPIER CHARGE	\$42.61	A-1325-434-000	E	INANCE TREASURER - PROFESSIO	R	08/21/26	08/21/26	902963
	<u>\$92.03</u>							
27-00296 08/24/26 CSEAE005 C S E A EMPLOYEE BENEFIT FUND								
1 EMPLOY DENTAL/VISION AUG 2026	\$4,429.15	A-9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL & R		08/24/26	08/24/26	AUG 2026
2 EMPLOY DENTAL/VISION AUG 2026	\$425.08	G-9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & M	R	08/24/26	08/24/26	AUG 2026
3 EMPLOY DENTAL/VISION AUG 2026	\$456.94	T-020-000	G	MEDICAL INSURANCE	R	08/24/26	08/24/26	AUG 2026
	<u>\$5,311.17</u>							
27-00297 08/21/26 DELAG005 DELAGE LANDEN FINANCIAL SVC								
1 DOCW SEPT CTO COPIER LEASE HPC	\$710.00	A-1325-435-200	E	FINANCE TREASURER - SVC MAINT	R	08/21/26	08/21/26	598311972
2 DOCW SEPT CTO COPIER LEASE HPC	\$88.05	A-7520-435-000	E	HISTORIC DISTRICT-CONTRACTUAL	R	08/21/26	08/21/26	598311013
	<u>\$798.05</u>							
27-00298 08/21/26 DIVAL005 DIVAL SAFETY EQUIP. INC.								
1 SAFETY PPE FOR DPW	\$391.46	A-5010-442-000	E	STREETS ADMINISTRATION-SAFET	R	08/21/26	08/21/26	3966562
27-00299 08/21/26 DOBME005 DOBMEIER JANITOR SUPPLY INC								
1 TRASH BAGS, PAPER TWLS, TP	\$471.75	A-1620-402-000	E	SHARED SERVICES - JANITORIAL S	R	08/21/26	08/21/26	IN039143
2 TRASH BAGS, PAPER TWLS, TP	\$471.74	A-1621-419-000	E	NORTH END FIRE HALL - JANITORIA	R	08/21/26	08/21/26	IN039143
3 TRASH BAGS, PAPER TWLS, TP	\$471.75	A-1640-402-000	E	DEPT PUBLIC WORKS-JANITORIAL	R	08/21/26	08/21/26	IN039143
	<u>\$1,415.24</u>							
27-00300 08/21/26 DRAKE010 DRAKE, DALTON								
1 CAR SHOW ADMIN HELP	\$185.00	A-7550-401-000	E	CELEBRATIONS-CAR & CYCLE SHC	R	08/21/26	08/21/26	CAR SHOW 2026
27-00301 08/19/26 EATON005 EATON OFFICE SUPPLY								
1 MATERIALS FOR FALL FEST	\$19.80	A-8090-402-000	E	ENVIRONMENTAL - MATERIALS OUT	R	08/19/26	08/19/26	PINV1362243
27-00302 08/20/26 EBERL005 EBERL IRON WORKS INC								
1 SIGN SHOP STOCK	\$625.00	A-5110-412-000	E	STREETS MAINT-SIGNS	R	08/20/26	08/20/26	558304
27-00303 08/12/26 ECKER005 EMMA ECKERT								

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Item Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
Account Continued									
27-00303 08/12/26 ECKER005 EMMA ECKERT									
1 HPC MTG MBR/ SEC DUT 8/12 MTG	\$295.00	A -7520-434-000	E	HIST DIST-PROF SVC-HPC SECRET	R	08/12/26	08/12/26		8/12/26
27-00304 08/21/26 ERIEC015 ERIE COUNTY COMPTROLLER									
1 SIGNAGE FOR FD	\$50.23	A -5110-412-000	E	STREETS MAINT-SIGNS	R	08/21/26	08/21/26		1800085013
27-00305 08/21/26 FERRY005 FERRY INC									
1 PARTS/SHOP RESTOCK TRK7 CHIPR	\$165.96	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	08/21/26	08/21/26		87138/87669
2 PARTS/SHOP RESTOCK TRK7 CHIPR	\$85.16	A -8160-453-000	E	REFUSE & GARBAGE-EQUIPMENT I	R	08/21/26	08/21/26		87138/87669
3 PARTS/SHOP RESTOCK TRK7 CHIPR	\$222.72	A -8560-452-000	E	SHADE TREES-TRUCK REPAIR & M	R	08/21/26	08/21/26		87138/87669
	<u>\$473.84</u>								
27-00306 08/20/26 FINGE005 FINGER LAKES / CASTLE									
1 MECHANICS - REPLACE SHOP STOCK	\$54.60	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	08/20/26	08/20/26		946554
2 MECHANICS - REPLACE SHOP STOCK	\$54.60	A -7110-453-000	E	PARKS-REPAIRS TO EQUIPMENT	R	08/20/26	08/20/26		946554
	<u>\$109.20</u>								
27-00307 08/20/26 FLEET005 FLEET MAINTENANCE INC.									
1 REPAIR PRTS TRUCK 42	\$1,517.77	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	08/20/26	08/20/26		108642
27-00308 08/20/26 GAJEW010 GAJEWSKI, STEVEN									
1 PLAN COMM MBR 8/20/26 MTG	\$100.00	A -8020-434-000	E	PLANNING-PROF SERVICES PC ME	R	08/20/26	08/20/26		8/20/26
27-00309 08/24/26 ARTHU005 ARTHUR J. GALLAGHER									
1 CYBER LIAB/AGENCY BILL ADM FEE	\$1,790.00	A -1910-400-000	E	SPECIAL ITEMS-UNALLOCATED INS	R	08/24/26	08/24/26		6176120
27-00310 08/20/26 GUTHR005 GUTHRIE HELI-ARC, INC.									
1 REPAIR PRTS - SWEEPER	\$1,409.20	A -8170-452-000	E	ST CLEANING-REPAIR/MAINT TRUC	R	08/20/26	08/20/26		23503
27-00311 08/24/26 HIGHM005 HIGHMARK BCBSWNY									
1 EMPLOYEE HEALTH INS AUG 2026	\$26,842.98	A -9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL &	R	08/24/26	08/24/26		AUG 2026
2 EMPLOYEE HEALTH INS AUG 2026	\$2,495.86	G -9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & N	R	08/24/26	08/24/26		AUG 2026
	<u>\$29,338.84</u>								

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Item	Description	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
27-00312	08/20/26 HOMED005		HOME DEPOT CREDIT SVCS							
1	PARTS/SUPPL JUNE 2026	\$1,209.91	A -1621-453-000	E	NORTH END F.H.-BUILD & GROUND	R	08/20/26	08/20/26		JUNE2026
2	PARTS/SUPPL JUNE 2026	\$400.71	A -1640-402-000	E	DEPT PUBLIC WORKS-JANITORIAL	R	08/20/26	08/20/26		JUNE2026
3	PARTS/SUPPL JUNE 2026	\$12.88	A -5110-412-000	E	STREETS MAINT-SIGNS	R	08/20/26	08/20/26		JUNE2026
4	PARTS/SUPPL JUNE 2026	\$22.97	A -5110-419-000	E	STREETS MAINT-TOOLS & PAINT	R	08/20/26	08/20/26		JUNE2026
5	PARTS/SUPPL JUNE 2026	\$341.08	A -5110-434-000	E	STREETS MAINT-PAVING & RECON:	R	08/20/26	08/20/26		JUNE2026
6	PARTS/SUPPL JUNE 2026	\$76.09	A -7110-414-000	E	PARKS-MATERIALS-OTHER	R	08/20/26	08/20/26		JUNE2026
7	PARTS/SUPPL JUNE 2026	\$233.73	A -7110-435-000	E	PARKS-MAINTENANCE LANDSCAPI	R	08/20/26	08/20/26		JUNE2026
		\$2,297.37								
27-00313	08/20/26 HOMED005		HOME DEPOT CREDIT SVCS							
1	PARTS/SUPPL JULY 2026	\$136.21	A -1620-453-000	E	SHARED SERVICES-EQUIPMENT RI	R	08/20/26	08/20/26		JULY2026
2	PARTS/SUPPL JULY 2026	\$138.32	A -1640-402-000	E	DEPT PUBLIC WORKS-JANITORIAL	R	08/20/26	08/20/26		JULY2026
3	PARTS/SUPPL JULY 2026	\$299.80	A -1640-450-000	E	DEPT PUBLIC WORKS GRGE-BUILD	R	08/20/26	08/20/26		JULY2026
4	PARTS/SUPPL JULY 2026	\$153.64	A -7110-435-000	E	PARKS-MAINTENANCE LANDSCAPI	R	08/20/26	08/20/26		JULY2026
5	PARTS/SUPPL JULY 2026	\$2,932.38	A -7550-420-000	E	CELEBRATIONS-MISC OVERHEAD f	R	08/20/26	08/20/26		JULY2026
6	PARTS/SUPPL JULY 2026	\$99.79	A -8560-250-000	E	SHADE TREES-OTHER EQUIPMENT-5	R	08/20/26	08/20/26		JULY2026
		\$3,760.14								
27-00314	08/20/26 PETER005		HUNTER BUFFALO PETERBILT							
1	REPAIR PRTS TRUCK 42	\$662.93	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	08/20/26	08/20/26		X207213959-02
27-00315	08/20/26 PETER005		HUNTER BUFFALO PETERBILT							
1	REPAIR PRTS TRUCK 43	\$814.06	A -5110-452-000	E	STREETS MAINT-REPAIRS/MAINT:TI	R	08/20/26	08/20/26		X207212959.01
27-00316	08/21/26 INDEP005		INDEPENDENT HEALTH							
1	HEALTH INS SEPT 2026	\$2,332.71	A -9060-800-000	E	EMPLOYEE BENEFITS-HOSPITAL &	R	08/21/26	08/21/26		4440627
2	HEALTH INS SEPT 2026	\$80.43	G -9060-800-000	E	EMPLOYEE BENEFIT-HOSPITAL & M	R	08/21/26	08/21/26		4440627
		\$2,413.14								
27-00317	08/21/26 JARTR005		JAR TROPHIES & ENGRAVING							
1	7/4 MAYOR UNSUNG HERO PLAQUE	\$63.00	A -1210-402-000	E	EXECUTIVE MAYOR - PLAQUES & A	R	08/21/26	08/21/26		7326
27-00318	08/12/26 KACAL005		KACALA, JEANINE							

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PO #	PO Date	Vendor	Contract	PO Type	Amount	Charge Account	Acct Type	Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
27-00361	08/21/26	ZDARS005				ZDARSKY, SAWICKI & AGOSTINELLI		Account Continued					
1	PROF SVCS/DISBURS THRU 7/31/26				\$779.00	A -1010-435-300	E	BOARD OF TRUSTEES - SPECIAL C	R	08/21/26	08/21/26		995338
Total Purchase Orders: 82					Total P.O. Line Items:	143	Total List Amount: \$220,972.53		Total Void Amount: \$0.00				

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	7-A	\$199,364.40	\$0.00	\$2,784.97	\$202,149.37
	7-G	\$12,286.94	\$0.00	\$0.00	\$12,286.94
	7-H	\$3,898.28	\$0.00	\$0.00	\$3,898.28
	7-T	\$0.00	\$0.00	\$2,637.94	\$2,637.94
Total Of All Funds:		\$215,549.62	\$0.00	\$5,422.91	\$220,972.53
Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
	A	\$199,364.40	\$0.00	\$2,784.97	\$202,149.37
	G	\$12,286.94	\$0.00	\$0.00	\$12,286.94
	H	\$3,898.28	\$0.00	\$0.00	\$3,898.28
	T	\$0.00	\$0.00	\$2,637.94	\$2,637.94
Total Of All Funds:		\$215,549.62	\$0.00	\$5,422.91	\$220,972.53

Batch Id: PAYROLL Batch Date: 08/14/26 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -1010-100-000 BOARD OF TRUSTEES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	1,547.87		1
A -1110-100-000 VILLAGE JUSTICE - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	2,906.97		2
A -1210-100-000 EXECUTIVE MAYOR - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	573.22		3
A -1325-100-000 FINANCE TREASURER - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	5,890.04		4
A -1420-100-000 LAW - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	2,114.94		5
A -1620-100-000 SHARED SERVICES - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	439.86		6
A -1621-100-000 NORTH END FIRE HALL - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	742.44		7
A -1640-100-000 DEPT PUBLIC WORKS -PERSONAL SERVICE Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	16,297.87		8
A -3411-100-000 FIRE DEPARTMENT - PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	923.10		10
A -3620-100-000 SAFETY INSPECTION-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		11
A -3989-100-000 BUILDING INSP-PERSONAL SVCS-CODE ENFCMT Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		12
A -3990-100-000 DISASTER PREPAREDNESS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	145.88		13
A -4020-100-000 REGISTRAR VITAL STATS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	188.98		14

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -5010-100-000 STREETS ADMINISTRATION-PERSONAL SVCS Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	7,856.20		15
A -5110-100-000 STREETS MAINT-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	15,384.07		16
A -5132-100-000 SNOW REMOVAL-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		17
A -7110-100-000 PARKS-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	2,630.53		18
A -7550-100-000 CELEBRATIONS-PERSONAL SERVICES Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		19
A -7550-102-000 DPW - Overtime Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	958.78		20
A -7550-103-000 DPW - Regular Time Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	468.08		21
A -8020-100-000 PLANNING-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	89.66		22
A -8160-100-000 REFUSE & GARBAGE-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	7,243.72		23
A -8170-100-000 STREET CLEANING-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	2,428.80		24
A -8540-100-000 DRAINAGE-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	721.84		25
A -8560-100-000 SHADE TREES-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	10,976.86		26
A -8989-100-000 ECONOMIC DEV-PERSONAL SERVICES Db: A -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -200-000 CASH	95.76		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 8/14/2026 Cr: A -522-000 EXPENDITURE CONTROL	1,514.37-		28
A -5010-405-000 STREETS ADMINISTRATION-MEAL ALLOWANCE Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 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 8/14/2026 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 8/14/2026 Cr: G -200-000 CASH	3,357.14		31
G -8120-100-000 SANITARY SEWERS-PERSONAL SERVICES Db: G -522-000 EXPENDITURE CONTROL	Expenditure	Payroll charges for paydate 8/14/2026 Cr: G -200-000 CASH	2,925.60		32
G -8115-405-000 ADMINISTRATION-MEAL ALLOWANCE Db: G -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 Cr: G -522-000 EXPENDITURE CONTROL	0.00		33
A -3120-100-000 POLICE-PERSONAL SVCS-CROSSING GUARDS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 Cr: A -522-000 EXPENDITURE CONTROL	0.00		35
A -1640-403-000 DEPT PUBLIC WORKS - UNIFORMS Db: A -200-000 CASH	Expenditure	Payroll charges for paydate 8/14/2026 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 8/14/2026 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 8/14/2026 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 8/14/2026 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 8/14/2026 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 8/14/2026 Cr: A -200-000 CASH	2,721.07		41
A -8010-100-000	Expenditure	Payroll charges for paydate 8/14/2026	50.00		42

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	81,882.17	0.00	0.00	0.00	0.00	0.00
	G	6,282.74	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		88,164.91	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	40	88,164.91
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:	40	

There are NO errors in this listing.

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

Batch Id: FICA Batch Date: 08/27/26 Batch Type: Recurring

Account No. Account Description	Type	Entry Description	Amount	Tracking Id	Seq
A -9030-800-000 EMPLOYEE BENEFITS-SOCIAL SECURITY	Expenditure	Accrued FICA paydate 8/14/2026	6,379.84		1
Db: A -522-000 EXPENDITURE CONTROL		Cr: A -200-000 CASH			
G -9030-800-000 EMPLOYEE BENEFIT-SOCIAL SECURITY	Expenditure	Accrued FICA paydate 8/14/2026	480.63		2
Db: G -522-000 EXPENDITURE CONTROL		Cr: G -200-000 CASH			

Fund Description	Fund	Expenditures	Reimbursements	Transfer In	Transfer Out	Cancel	Encumbrances
	A	6,379.84	0.00	0.00	0.00	0.00	0.00
	G	480.63	0.00	0.00	0.00	0.00	0.00
Total of All Funds:		6,860.47	0.00	0.00	0.00	0.00	0.00

	Entries	Amount
Expenditures:	2	6,860.47
Reimbursements:	0	0.00
Transfer In:	0	0.00
Transfer Out:	0	0.00
Cancel:	0	0.00
Encumbrance:	0	0.00
YTD 1099:	0	0.00
Total:	2	

There are NO errors in this listing.

	1 st Motion	2 nd Motion	
1.			Correspondence from the Town of Lancaster Building Department providing a report of building permit applications, open complaints, inspections, and expired permits that were filed for properties within the Village of Lancaster from August 18, 2026 – September 3, 2026.
	ACTION -	Rec/File Refer to:	
2.			Correspondence from Watts Architects & Engineers providing the meeting minutes from the annual Sanitary Sewer Order on Consent Review meeting with NYS Department of Environmental Conservation representatives on August 11, 2026.
	ACTION -	Rec/File Refer to:	
3.			Correspondence from Erie County Department of Environment and Planning providing a notice that the month of September is designated as the annual 30-day period during which a landowner may request the inclusion of predominantly viable agricultural land into a certified agricultural district in accordance with Section 303-b of New York State Agricultural and Markets Law.
	ACTION -	Rec/File Refer to:	
4.			Correspondence from Ron Olson, owner of 5565 Broadway, providing information to file an appeal to the Village Board in regard to a decision of the Historic Preservation Commission denying his application for a certificate of appropriateness for replacement windows.
	ACTION -	Rec/File Refer to:	
5.			Correspondence from DPW employee Dennis Snyder requesting authorization to utilize the remaining carry-over vacation time from the prior fiscal year beyond the September 30, 2026 deadline established in the union contract due to operational needs and scheduling considerations within the department.
	ACTION -	Rec/File Refer to:	
6.			Correspondence from Spectrum Northeast, LLC requesting that the Village of Lancaster commence renewal proceedings toward the renewal of its cable franchise agreement which is due to expire on 7/21/2029.
	ACTION -	Rec/File Refer to:	
7.			Correspondence from Mike Reinhold, Planning Commission Chairperson, recommending approval of the site plan for the Village of Lancaster's Russell J. Salvatore Lancaster Village Pavilion contingent upon HPC approval and a gas line easement to be laid out following review by the Commission at its August 20, 2026 meeting.
	ACTION -	Rec/File Refer to:	(Note – HPC approval issued 9/9/2026 is attached.)

LISTED CORRESPONDENCE

September 14, 2026

8.			Correspondence from CSEA providing information regarding its Peer Trainer Program for DPW union employees which requires management commitment and approval of a Memorandum of Agreement (MOA).
	<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>	
13.			
	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>	
14.			
	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>	
15.			
	<u>ACTION -</u>	<u>Rec/File</u> <u>Refer to:</u>	

VILLAGE COVER SHEET

September 14, 2026, BOARD MEETING

PERMITS ISSUED 25

VILLAGE PERMIT TOTAL

INSTALL FENCE	3
INSTALL ROOF	9
ERECT DECK	2
DUMPSTER	1
INSTALL SOLAR PANELS	1
INSTALL RES PLUMBING	2
ERECT RESIDENTIAL ADD/ALT	3
DEMOLITION	1
ERECT COMMERICAL ADD/ALT	1
ERECT SIGN	2
TOTAL PERMITS FOR THE VILLAGE	25

Robel Cabinetry	50 Brady Ave.	Er. Res. Alt
PPR Energy Solutions	11 Main St.	Er. Comm. Add/ Alt
Quality Quick Signs	231 Aurora St.	Er. Sign
John Neuland	40 School St.	Er. Fence
Victoria Prusaczyk	19 Irwinwood Rd.	Er. Res. Alt
Momentum Solar LLC	126 Harvey Dr.	Inst. Solar Panels
Franks Commercial & Home	15 Park Blvd.	Inst. Res. Plumbing
Roys Plumbing Inc.	44 Robert Dr.	Inst. Res Plumbing
Amy Kessler	95 Laverack Ave.	Dem. Rear Structure
Schuster Construction LLC	1724 Como Park Blvd.	Re-Roof
The Vinyl Outlet Inc.	31 Newell Ave.	Er. Fence
G and T Contracting Solutions	209 Aurora St.	Er. Deck
Stellar Roofing	5 Lenox Ave.	Re- Roof
AVA Roofing & Siding Inc.	1 Pleasant Ave.	Re-Roof
Dalex Construction Inc.	16 St. Joseph St.	Re-Roof
Timothy Burr	44 Grant St.	Dumpster
Marcus Salvatore	43 Lake Ave.	Re-Roof
Mark Tamsett	44 Grant St.	Er. Res. Alt
Ideal Fence	72 First Ave.	Er. Fence
Dorner Decking and Renovations	368 Aurora St.	Er. Deck
Erie Construction Mid-West Inc.	55 Field Ave.	Re-Roof
Schilling Family Trust	26 Linden Ave.	Re-Roof
Jaypez Solutions LLC	147 Lake Ave.	Re-Roof
Besroi Construction	11 Brandel Ave.	Re-Roof
Joel Kowalski	36 Ashley Dr.	Er. Fence

Town of Lancaster

Expired Permits Report

08/18/2026 - 09/03/2026

Permit #	Location	Description of Work	Permit Date	Exp. Date
P-2025-38485	72 Lombardy St	Temp pool 14' as plotted on survey	08/19/2025	08/19/2026
P-2025-38487	14 Pleasant Ave	Install of hung sewer as shown on contract and drawing	08/20/2025	08/20/2026
P-2025-38488	8 Newell Ave	Sump pump install as shown on contract and drawing. Discharge not to cause a nuisance	08/20/2025	08/20/2026
P-2025-38510	122 6th Ave	Residential Accesory Garage as shown on construction drawings and plot plan.	08/22/2025	08/22/2026
P-2025-38519	59 Caswell St	Foundation drainage system as shown on layout and work scope.	08/25/2025	08/25/2026
P-2025-38540	21 Central Ave	NY Forward 4 x 8 sign on a wood frame for the Lancaster Opera House and Town Hall.	09/03/2025	09/03/2026

Total Expired Permits: 6

Complaint By Date

Complaint #	Location	Identifier	Complaint Type	Status	Owner	Complainant
Open Date: 08/18/26						
2026-0624	34 Sheldon Ave	104.11-3-11	Work w/out Permit	Open	Dean Gates	
2026-0626	81 Grant St	115.07-6-4	High Grass/Weeds	Open	Robert Maynard	
2026-0628	44 Grant St	115.25-1-12	Work w/out Permit	Open	Mark Tamsett	
2026-0631	50 School St	104.75-6-9	Exterior Property Maint	Open	Lord Lancaster Apts Llc	
				Open Date: 08/18/26	Total #: 4	
Open Date: 08/20/26						
2026-0634	4 Mason Pl	104.50-2-13	Exterior Property Maint	Open	Andrea Kendall	
				Open Date: 08/20/26	Total #: 1	
Open Date: 08/21/26						
2026-0635	147 4th Ave	115.11-11-28	Misc	Closed	Paulette Mayo	
2026-0636	58 Cotton St	104.15-15-20	Exterior Property Maint	Open	Judith Schwan	Rachel Mays
				Open Date: 08/21/26	Total #: 2	
Open Date: 08/24/26						
2026-0638	266 Central Ave	104.50-2-3	Trash/Rubbish	Open	Richard Kolacz	
				Open Date: 08/24/26	Total #: 1	
Open Date: 08/25/26						
2026-0641	15 Garfield St	104.81-3-19.1	High Grass/Weeds	Open	Matthew Becker	
				Open Date: 08/25/26	Total #: 1	
Open Date: 08/26/26						
2026-0642	8 Quincy Ave	115.12-3-27	Trash/Rubbish	Open	Michael Puerner	
2026-0643	55 Lake Ave	115.27-1-21	Unregistered Vehicle	Closed	Mike Chapman	
2026-0645	2001 Como Park Blvd	115.11-4-4	Misc	Open	Eric John Sturm	
				Open Date: 08/26/26	Total #: 3	
Open Date: 09/01/26						
2026-0676	99 Aurora St	115.25-3-20	Fire Call Out	Open	David Dischner Enterprises LLC	
				Open Date: 09/01/26	Total #: 1	
					Grand Total: 13	

Town of Lancaster

Inspections Report

Start Date: 08/18/2026 End Date: 09/03/2026

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

Identifier	Address	Primary Contact	Date	Type	Inspector	Result
115.10-5-3	1 1 Robert Dr (1 Robert Dr)	W.K.J. Group, LLC	08/19/2026	Res Apartment 3 yr	Ronald Capozzi	In Progress
115.10-5-3	1 Harvey Dr (1 Harvey Dr)	W.K.J. Group, LLC 716-675-8000	08/19/2026	Res Apartment 3 yr	Ronald Capozzi	Pass
104.82-5-20	21 Legion Pkwy	Moran Properties, LLC	08/19/2026	Res Apartment 3 yr	Ronald Capozzi	Pass
115.10-5-3	1 George Dr (1 George Dr)	W.K.J. Group, LLC 716-675-8000	08/19/2026	Res Apartment 3 yr	Ronald Capozzi	Pass
104.82-4-2	30 Legion Pkwy	Yeah No LLC	08/20/2026	Res Apartment 3 yr	Ronald Capozzi	Fail
104.12-1-12	3100 Commerce Pkwy W	1352 Property, LLC	08/24/2026	Business - 3 yr	Ronald Capozzi	In Progress
104.16-4-7	192 Erie St	Steinbruckner Enterprises LLC	08/25/2026	Business - 3 yr	Ronald Capozzi	Pass
104.74-3-2	43 Central Ave. Unit 101 (Unit 101)	Integrative NP in Psychiatry 716-544-8848	08/25/2026	Business - 3 yr	Ronald Capozzi	Pass
104.80-2-1	5247 Broadway St	Stanzko Automotive Inc	08/28/2026	Business - 3 yr	Ronald Capozzi	Pass
Total Inspections:					9	

**VILLAGE OF LANCASTER
5423 BROADWAY
LANCASTER, NEW YORK 14086**

**SANITARY SEWER
Order on Consent Review**

**Order on Consent No. R9-20030410-19
Meeting Minutes**

LOCATION: Village of Lancaster, Municipal Building
5423 Broadway
Lancaster, New York

DATE: August 11, 2026
TIME: 2:00 PM.

ATTENDEES: See Attendees sign-in sheet.

I. INTRODUCTION

A. Purpose of the Meeting

1. The purpose of this Meeting was to review:
 - a. Order on Consent, originally dated April 23, 2015, and last updated September 25, 2023 – Annual report submitted July 31, 2026
 - b. Annual CMOM statement- 2025 work, submitted January 31, 2026
 - c. Grant Applications
 - d. Look ahead to future work

II. Order on Consent

- A. CMOM plan, submitted December 2016
- B. Infiltration/Inflow Report approved December 2017
- C. Work Plan approved July 2017
- D. SSES and CAP Report was approved July 2018
 - a. Amended SSES/CAP Report, submitted 11/25/2019.
- E. Engineer's Report summarizing and evaluating progress on I/I reductions through SSES and CAP remedial work to be submitted September 1, 2025.
 - a. Flow monitoring complete, data has been analyzed.
 - b. Complete report needs additional time to develop recommendations for additional work.
 - c. We are proposing that the report be submitted by 9/15/2025.
- F. Sewer System Evaluation Survey (SSES) activities originally anticipated to be completed in 2025 for Mini-systems 2, 3, and 6. (TBD)
 - a. Groundwater Monitoring (Work Plan 3.1)

- b. Rainfall Monitoring (Work Plan 3.2)
 - c. Smoke Testing to identify house and storm water inlet connections (Work Plan 3.5)
 - d. Extensive Manhole Inspection (Work Plan 3.4)
 - e. Rainfall Simulation and Dye Testing (Work Plan 3.6)
 - f. Internal Building Inspection and House to House Surveys (Work Plan 3.7)
 - g. CCTV Inspections (Work Plan 3.8)
- G. New Sewer Extensions - All new sewer extensions proposed within the Village must incorporate 1/1 offsets to achieve a minimum of 4 gallons of I/I reduced for every 1 gallon of new proposed flow. 1/1 offsets will be determined at a 4:1 offset ratio using peak flow rates for the proposed sewer extension. Any new connection intended to convey wastewater similar in nature to residential wastewater equal to or greater than 2500 gallons per day is a sewer extension by definition.

III. Annual CMOM Report

- A. Review and discuss the January 2026; 2025 Annual CMOM Activities Report.
 - a. Submitted to NYS DEC on January 31, 2026.

B. 2025 SSO Events

Date	Location	Overflow Duration (hrs)	Flow Rate (GPM)	Total Overflow Volume (Gal)
10/22/2025	36 Holland Ave	11.50	139	95,910
10/22/2025	13 Colonial Ave	12.50	109	81,750
12/29/2025	36 Holland Ave	12.50	139	104,250
12/29/2025	13 Colonial Ave	12.50	109	81,750
2/18/2026	13 Colonial Ave	19.75	109	129,165
2/18/2026	36 Holland Ave	19.58	139	163,297
3/11/2026	36 Holland Ave	17.45	139	145,533
3/11/2026	13 Colonial Ave	17.47	109	114,254
3/11/2026	4 Pardee	17.33	155	161,169
3/20/2026	36 Holland Ave	21.66	139	180,644
3/20/2026	4 Pardee	21.66	155	201,438
3/20/2026	13 Colonial Ave	21.42	109	140,087
3/26/2026	36 Holland Ave	24.00	139	200,160
3/26/2026	13 Colonial Ave	24.00	109	156,960
3/26/2026	4 Pardee	24.00	155	223,200
3/31/2026	4 Pardee	2.00	155	18,600
3/31/2026	36 Holland Ave	22.41	139	186,899
3/31/2026	13 Colonial Ave	22.41	109	146,561
4/15/2026	36 Holland Ave	17.33	139	144,532
4/15/2026	13 Colonial Ave	17.33	109	113,338
4/15/2026	4 Pardee	17.33	155	161,169
4/25/2026	13 Colonial Ave	16.66	109	108,956
5/5/2026	36 Holland Ave	19.00	139	158,460
5/5/2026	13 Colonial Ave	19.00	109	124,260
5/5/2026	4 Pardee	19.00	155	176,700
5/23/2026	36 Holland Ave	24.25	139	202,245
5/23/2026	13 Colonial Ave	24.25	109	158,595
5/23/2026	4 Pardee	24.25	155	225,525
6/14/2026	36 Holland Ave	14.80	139	123,432
6/14/2026	13 Colonial Ave	14.76	109	96,530
6/14/2026	4 Pardee	14.85	155	138,105
6/18/2026	36 Holland Ave	24.00	139	200,160
6/18/2026	13 Colonial Ave	24.00	109	156,960
Total				4,820,596

- C. The Village has contracted Watts to conduct targeted Stormwater Investigations in Mini-systems 5, which continue to see large flow levels during rain events. The goal is to find potential cross connections between the sanitary and storm.
- a. Investigate all of Mini-System 5

- D. The Village of Lancaster conducted private side connection inspections to complete the projects in Mini-systems 1,4,5,7,8, and 9 as shown in the SSES reports. The Village completed the remaining inspections of the 46 houses that were postponed in 2024. A total of 36 houses were determined to have illicit connections to the sanitary sewer between the inspections in 2024 and 2025. The Village of Lancaster is planning to issue citations to the homeowners of these houses in 2026 to get the illicit connections removed.
- E. In total, the Village spent \$500,313.46 on storm and sanitary sewer related maintenance and equipment. No capital improvement projects were completed in 2025.
- F. Through the Erie County Sewer District (ECSD) lateral replacement program, there were 42 permits issued by the ECSD within the Village of Lancaster in 2025.
- G. The Town of Lancaster Building Department issued 40 residential and commercial plumbing permits within the Village of Lancaster in 2025. The Village is in the process of inspecting, photographing, and repairing manholes. The DPW will photograph all manholes with time/date stamp to be used as a record of current condition.

IV. Grant Applications

- A. Village of Lancaster has received an EFC Planning Grant to complete the SSES investigation work in Mini-systems 2, 3, and 6.
- B. Stormwater improvements grants.
- C. Any other grants that could be applicable for the Village.

V. Look ahead to future work.

- A. Post Construction Engineering Report was submitted on September 26, 2025, with recommendations for additional work based on flow monitoring results. NYSDEC comments are expected to received soon.
- B. SSES investigation activities in Mini-systems 2, 3, and 6 proposed to begin in Fall 2026/ Spring 2027.
 - a. This will result in an Amended SSES/CAP based on this work (Like for Mini-systems 5, 8, and 9 in 2019)?
- C. VOL to continue to submit for grant monies.
 - a. Apply for EFC Planning Grant money to complete the SSES and CAP Report for Mini-systems 2, 3, and 6.
- D. Village enforcement of house connection removal from point-of-sale inspections to continue with Watts oversight. Propose/implement changes/improvements to current inspection process.
- E. Continue to investigate for cross connections with storm sewer.

The above items were discussed, and the following are additional items:

1. Sign in sheet is attached.
2. Discussed the Central Avenue rehabilitation project and the potential for incorporating manhole inspections into this project.
3. Discussed 2025 overflow data. Concern with an increase in SSO events since 2024.
4. Discussed the concern with negatives in the 2025 Post-construction report.
5. DEC inquired about getting dry weather flow for 2025. DEC would like to see a comparison between 2016, 2019 and 2025 dry weather flows.
6. A revised Consent Order will be issued and will look to outline improvements needed to eliminate SSO events.
7. DEC recommends focusing efforts on downspouts, sump pumps and public infrastructure.
8. Discussed possible grant money for lateral rehabilitation. DEC's legal opinion is that this should be something that the Village and homeowners can take advantage of to reduce inflow and infiltration numbers, NYS is pushing back.
9. Discussed Erie County District 4 being under Consent Order
 - a. Question was asked about Erie County flows possibly backing up into the Village's sewer system contributing to SSO events.
 - b. Discussed ECSD-4 not providing flow data.
 - c. Discussed ECSD-4 opening valve at DPW shop.
 - d. Discussed flow data for the Broadway pump station.
10. DEC would like to see full range of storm data during flow monitoring.
11. Discussed the use of different I/I methodology by other municipalities.
12. Discussed the status of the 38 citations issued to homeowners with illicit connections.
13. DEC expressed concern with waiting for resident complaints to open CSO bypasses.
 - a. DEC inquired about a threshold for when the CSO's are opened.
14. Discussed breaking down SSO events by min-system.
15. Discussed submitting a summary report of the 2025 Post-construction data rather than a rework of the full report.
16. Discussed reflowing MS6.

ACTION ITEMS

Village:

1. Follow up with building departments on the remaining 35 homes that were issued citations.
2. Develop and formalize level in manhole before basements flood that can be used as a threshold for opening CSO bypasses.

Watts:

1. Develop a summary report of data for the 2025 Post-construction data. Include comparison of 2016, 2019, and 2025 dry weather flows. Show data from multiple storm events. Elaborate on recommendations. Use R-Value methodology to show scatter plots of data.
2. Work with Village to reflow test MS6.
3. Provide SSO event information broken down by Mini-system.

DEC:

1. Provide Watts with an example of R-Value methodology for I/I analysis.
2. Provide clarification on new/revised Consent Order.

3. Assist Watts with obtaining ECSD-4 flow data.

END OF MINUTES

This constitutes the writer's understanding of the major items of discussion. If you have any questions or comments, please do not hesitate to call.

Prepared by: Kaden Civiletto

WATTS ARCHITECTS & ENGINEERS

WATTS ARCHITECTS & ENGINEERS

95 Perry St., Buffalo, New York 14203

Voice: 716 206 5100 Fax: 716 206 5199

Sign-in Sheet

Annual NYSDEC CMOM Meeting

Date: August 11, 2026

Page 1 of 1

NAME / EMAIL ADDRESS	REPRESENTING	ADDRESS	PHONE / FAX
1 Shawn Marshall smarshall@watts-ae.com	Watts Architects & Engineers	95 Perry Street, Suite 300 Buffalo, NY 14203	716-206-5110
2 Bradley Sendlak bsendlak@watts-ae.com	Watts Architects & Engineers	95 Perry Street, Suite 300 Buffalo, NY 14203	716-206-5107
3 Joe Marino	DATA	5200 Broadway	716 964-9865
4 JOHN MIKOLEY	VILLAGE	5423 Broadway	
5 Wayne Cusco sr	Village Companies	5200 Broadway	(716) 462-3426
6 Mike Stegmeyer	Vlg Lancaster	5423 Broadway	716-683-2105
7 Rob Locey Robert.Locey@DEC.NY.GOV	NYS DEC	700 Delaware Ave Buffalo	716-851-7070
8 William P Schaeffer	UOL	5423 Broadway Lancaster	716 316 1878
9 Molly Bebak	NYS DEC	700 Delaware Ave. Buffalo	(716) 851-7070
10 Kaden Civiletti kcivilitto@Watts-ae.com	Watts	95 Perry	(716) 206-5109

**Erie County Department of
Environment and Planning**

Memo

To: Municipal Clerks
Chief Elected Officials c/o Municipal Clerks
Municipal Assessors c/o Municipal Clerks

From: Sarah Gatti, Principal Planner *SG*

Date: August 26, 2026

Re: AGRICULTURAL DISTRICT ANNUAL ENROLLMENT PERIOD

In 2014, the Erie County Legislature designated September 1 through September 30 each year as the annual thirty-day period during which a landowner may request the inclusion of predominantly viable agricultural land into a certified agricultural district in accordance with Section 303-b of New York State Agricultural and Markets Law.

Landowners interested in agricultural assessment may also be interested in enrolling in an agricultural district at this time. We encourage you to provide this information to anyone expressing interest in this or other agricultural programs.

In order to make this information available to landowners in your municipality, we request your assistance with the following items:

- *Municipal Clerks* – Please post the enclosed public notice in a prominent location within the Town or Village Hall, and if possible, post on your municipality's web site.
- *Supervisors and Mayors* – Please read the enclosed public notice into the meeting minutes for any Town or Village Board meetings held between now and September 30 as part of the Board's record.
- Please direct those interested in enrolling to erie.gov/agenrollment where additional information and the online enrollment form can be found.

Should any questions arise, please contact me by phone at (716) 858-6014 or by email at agriculture@erie.gov.

Thank you for your anticipated cooperation and attention to this matter.



COUNTY OF ERIE

DEPARTMENT OF ENVIRONMENT AND PLANNING

DANIEL R. CASTLE, AICP, COMMISSIONER

ZAQUE EVANS, DEPUTY COMMISSIONER &
CHIEF ECONOMIC DEVELOPMENT OFFICER

30-DAY PERIOD FOR INCLUSION OF PREDOMINANTLY VIABLE AGRICULTURAL LANDS INTO EXISTING AGRICULTURAL DISTRICTS

Per New York State Agriculture and Markets Law Section 303-b, the Erie County Legislature designated September 1 through September 30 as the annual thirty-day period during which landowners may submit requests to include predominantly viable agricultural land into an existing certified agricultural district.

Copies of the application form have been provided to Municipal Clerks, Assessors, and Chief Elected Officials for distribution to interested landowners. The application is also available online at www.erie.gov/agenrollment.

The Erie County Department of Environment and Planning will accept applications from September 1 through September 30. Any questions on this process should be directed to the Erie County Department of Environment and Planning.

A public hearing will be scheduled at a later date to consider all requests and recommendations of the Erie County Agricultural and Farmland Protection Board.

CONTACT:

Sarah Gatti, Principal Planner
Erie County Environment & Planning
95 Franklin Street, 10th Floor
Buffalo, NY 14202
Phone: (716) 858-6014
Fax: (716) 858-7248
Email: agriculture@erie.gov



Outlook

LISTED # 4
CORRESPONDENCE
MEETING DATE 9/14/2026

historic district commission appeal

From Ron O <ron_o262@yahoo.com>**Date** Sun 8/23/2026 9:51 PM**To** Ashton Moore <amoore@lancastervillageny.gov>**Caution:** External (ron_o262@yahoo.com)First-Time Sender [Details](#)[Safe](#) [Spam](#) [Phish](#) [More...](#) [FAQ](#)

Hello Ashton,

This in regards to filing an appeal to the village board for a denial by the historic preservation commission for windows that were replaced at 5565 Broadway. I received a notice of violation from the building department on 19 Feb. 2026. Upon questioning the building inspector as to what the violation was and why it is of concern now years after the fact, I had stated that some of the windows in question were replaced 4 years ago and some almost 20 years ago. It was mentioned that I still needed to file for a certificate of appropriateness. After filling out the application and a \$25 fee, I was scheduled to appear during the April meeting. After discussing with the preservation board members the work that was done, they decided to table the matter until the May meeting. I attended the May meeting and it was noted that windows and siding did not need a permit in the Lancaster village/town however that it is required in the historic district. this was never disclosed when I had purchased the home and it was also noted that homeowners in the district are not "officially" notified as to what they are allowed to do to their homes (this was also verified by the real estate agent who serves on the board). Since the windows in question have already been replaced years earlier, I had contacted the company as to what the cost per window could be for historically correct replacements. They said I would be looking at almost 3 times the cost per window, since I am a disabled, retired military veteran on a fixed income, this extra expense is way more than I could afford. The windows that were replaced are of the correct size, style and grid pattern of the originals, when the board mentioned that I could go with a wood window that was aluminum clad on the outside but wood on the inside, I asked as to what the difference would be as seen from the outside compared to the same window in a vinyl replacement, I could not get a definite answer other than they could tell by the measurements.(see previous statement that replacements are the same size as the original) - the only way you would be able to see actual wood is from inside the house which is a private residence. I have attached the relevant paperwork and if further clarification is needed or I need to attend a council meeting, please let me know. Thank You,

Ron Olson

Phone/Text # 716-512-2437

Virus-free.www.avast.com



Village of Lancaster Code Enforcement

5423 Broadway Street
Lancaster, New York 14086
Phone 716-684-4171

Notice of Violation / Order to Remedy

02/23/2026

To: Ronald Olson
5565 Broadway
Lancaster, NY 14086

Property Location: 5565 Broadway St

Tax map #: 115.28-6-3

Complaint #: 2026-0115

Date: 02/19/2026

Type: Misc

An apparent violation of the Zoning/Building Laws exists on the above property. I observed:
Window replacement needs a Certificate of Appropriateness from the Village Historic Preservation Commission.

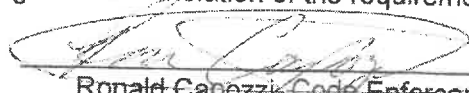
This is in violation of the law/ordinance as detailed on the following page(s). YOU ARE THEREFORE DIRECTED AND ORDERED to comply with the law and to remedy the conditions on or before the respective compliance dates listed.

THE VILLAGE OF LANCASTER RESERVES THE RIGHT TO MAINTAIN THE PROPERTY AT THE PROPERTY OWNER'S EXPENSE.

Failure to remedy these conditions and to comply with the applicable provisions of the law may constitute an offense punishable by fine or imprisonment, or both.

Any person, firm, or corporation or other violating any provision of this ordinance shall be deemed guilty of an offense and upon conviction thereof shall be subject to a fine not exceeding \$250, or to imprisonment not exceeding 50 days, or to both such fine and imprisonment, for each and every violation and for each week and every week that such violation continues.

In addition to other penalties, the Village may institute any appropriate action or proceeding to prevent the unlawful erection, construction, alteration, or use of any building or land in violation of the requirements of this ordinance.


Ronald Capezzi, Code Enforcement Officer

Village of Lancaster



Municipal Building
5423 Broadway
Lancaster, NY 14086

Petition for Certificate of Appropriateness

Property Address

5565 Broadway Lancaster NY 14086

Property Owner

Ronald M Olson

Owner Address

Same as above

Owner Phone

(716) 512-2437

Owner E-mail

Ron_O262@yahoo.com

Applicant/Agent/Contractor's Name

Same as above

Applicant's Address

"

Applicant Phone

Same as above

Applicant E-mail

"

DESCRIPTION OF PROJECT

Tell us what you want to do. Describe all proposed work including materials, design, and dimensions. Additional pages may be attached. **PLEASE ATTACH DRAWINGS, PHOTOS & SURVEY OF PROPOSED PROJECT.**

Replacement of rotted windows along with broken glass panes
with new windows of the original size / shape + operation
Attention has been paid to the same original look along
with energy efficiency + savings. Please see attached
information

SIGNATURE OF APPLICANT

Signature

Ronald M Olson

02 Mar 2026

Date

Ronald M Olson

Please print or type name

RECEIVED

Signature

[Signature]

\$25 Fee - payable to Village of Lancaster

ck #161

BY

Date

RECEIVED

MAR 9 2026

Village of Lancaster
Clerk-Treasurers Office

Rev. April 2020



2727 William St.
Cheektowaga, NY 14227
PH: 716-895-8484
FX: 1-716-895-5390

ORDER: 497969
ORDER DATE: 7/30/2022
ORDER CONTACT:

QUOTE

INVOICE INFORMATION

Retail Cash and Carry Sale
Big L Distributors Inc.
2727 William St
Cheektowaga, NY 14227
PH: 716-895-8484 FX: 716-895-5390

SHIPPING INFORMATION

Retail Cash and Carry Sale
Big L Distributors Inc.
2727 William St
Cheektowaga, NY 14227
PH: 716-895-8484 FX: 716-895-5390

SHIP VIA:

ORDER	ORDER DATE	PO NUMBER	CUSTOMER REF		TERMS
497969	7/30/2022		Olson, Ron		
ITEM	DESCRIPTION	QTY	SIZE	PRICE	TOTAL
1	Restorations Double Hung	2	42 W X 64 1/2 H	\$814.13	\$1,628.26
	Sizing{TIP TO TIP}			\$0.00	\$0.00
	Color{WHITE / WHITE}			\$0.00	\$0.00
	Glass Group{STANDARD GLASS}			\$0.00	\$0.00
	Standard Glass Pkg{N2100A}			\$0.00	\$0.00
	GLASS BRAND={Ultra U Plus}			\$0.00	\$0.00
	Keeper Sash Grids{SOLID COLOR			\$0.00	\$0.00
	GEORGIAN={2Vx1HC}			\$51.36	\$102.72
	Grid Color Match WDW{Default Grid Color}			\$0.00	\$0.00
	Grid Color ?{WHITE / WHITE}			\$0.00	\$0.00
	Frame Options{POLY FOAM WRAP}			\$0.00	\$0.00
	STANDARD HARDWARE			\$0.00	\$0.00
	STANDARD HALF SCREEN			\$0.00	\$0.00
	OPTI-VIEW SCREENING			\$0.00	\$0.00
	Living room			\$0.00	\$0.00
2	Restorations Double Hung	1	48 W X 64 1/2 H	\$868.01	\$868.01
	Sizing{TIP TO TIP}			\$0.00	\$0.00
	Color{WHITE / WHITE}			\$0.00	\$0.00
	Glass Group{STANDARD GLASS}			\$0.00	\$0.00
	Standard Glass Pkg{N2100A}			\$0.00	\$0.00
	GLASS BRAND={Ultra U Plus}			\$0.00	\$0.00
	Keeper Sash Grids{SOLID COLOR			\$0.00	\$0.00
	GEORGIAN={2Vx1HC}			\$51.36	\$51.36
	Grid Color Match WDW{Default Grid Color}			\$0.00	\$0.00
	Grid Color ?{WHITE / WHITE}			\$0.00	\$0.00
	Frame Options{POLY FOAM WRAP}			\$0.00	\$0.00
	STANDARD HARDWARE			\$0.00	\$0.00
	STANDARD HALF SCREEN			\$0.00	\$0.00
	OPTI-VIEW SCREENING			\$0.00	\$0.00
	Living			\$0.00	\$0.00

ORDER	ORDER DATE	PO NUMBER	CUSTOMER REF		TERMS
497969	7/30/2022		Olson, Ron		
ITEM	DESCRIPTION	QTY	SIZE	PRICE	TOTAL
3	Restorations Double Hung	3	48 W X 64 1/2 H	\$868.01	\$2,604.03
	Sizing{TIP TO TIP}			\$0.00	\$0.00
	Color{WHITE / WHITE}			\$0.00	\$0.00
	Glass Group{STANDARD GLASS}			\$0.00	\$0.00
	Standard Glass Pkg{N2100A}			\$0.00	\$0.00
	GLASS BRAND={Ultra U Plus}			\$0.00	\$0.00
	Keeper Sash Grids{SOLID COLOR			\$51.36	\$154.08
	GEORGIAN={2Vx1HC}				
	Grid Color Match WDW{Default Grid Color}			\$0.00	\$0.00
	Grid Color ?{WHITE / WHITE}			\$0.00	\$0.00
	Frame Options{POLY FOAM WRAP}			\$0.00	\$0.00
	STANDARD HARDWARE			\$0.00	\$0.00
	STANDARD HALF SCREEN			\$0.00	\$0.00
	OPTI-VIEW SCREENING			\$0.00	\$0.00
	Daughters room			\$0.00	\$0.00
4	Restorations Double Hung	2	42 W X 64 1/2 H	\$814.13	\$1,628.26
	Sizing{TIP TO TIP}			\$0.00	\$0.00
	Color{WHITE / WHITE}			\$0.00	\$0.00
	Glass Group{STANDARD GLASS}			\$0.00	\$0.00
	Standard Glass Pkg{N2100A}			\$0.00	\$0.00
	GLASS BRAND={Ultra U Plus}			\$0.00	\$0.00
	Keeper Sash Grids{SOLID COLOR			\$51.36	\$102.72
	GEORGIAN={2Vx1HC}				
	Grid Color Match WDW{Default Grid Color}			\$0.00	\$0.00
	Grid Color ?{WHITE / WHITE}			\$0.00	\$0.00
	Frame Options{POLY FOAM WRAP}			\$0.00	\$0.00
	STANDARD HARDWARE			\$0.00	\$0.00
	STANDARD HALF SCREEN			\$0.00	\$0.00
	OPTI-VIEW SCREENING			\$0.00	\$0.00
	2nd floor living room			\$0.00	\$0.00
5	Restorations Double Hung	3	35 3/4 W X 53 1/2 H	\$708.89	\$2,126.67
	Sizing{TIP TO TIP}			\$0.00	\$0.00
	Color{WHITE / WHITE}			\$0.00	\$0.00
	Glass Group{STANDARD GLASS}			\$0.00	\$0.00
	Standard Glass Pkg{N2100A}			\$0.00	\$0.00
	GLASS BRAND={Ultra U Plus}			\$0.00	\$0.00
	Keeper Sash Grids{SOLID COLOR			\$51.36	\$154.08
	GEORGIAN={1Vx1HC}				
	Grid Color Match WDW{Default Grid Color}			\$0.00	\$0.00
	Grid Color ?{WHITE / WHITE}			\$0.00	\$0.00
	Frame Options{POLY FOAM WRAP}			\$0.00	\$0.00
	STANDARD HARDWARE			\$0.00	\$0.00
	STANDARD HALF SCREEN			\$0.00	\$0.00
	OPTI-VIEW SCREENING			\$0.00	\$0.00
	Attic			\$0.00	\$0.00

ORDER	ORDER DATE	PO NUMBER	CUSTOMER REF		TERMS	
497969	7/30/2022		Olson, Ron			
ITEM	DESCRIPTION	QTY	SIZE	PRICE	TOTAL	
6	Restorations Double Hung	1	48 W X 64 1/2 H	\$868.01	\$868.01	
	Sizing{TIP TO TIP}			\$0.00	\$0.00	
	Color{WHITE / WHITE}			\$0.00	\$0.00	
	Glass Group{STANDARD GLASS}			\$0.00	\$0.00	
	Standard Glass Pkg{N2100A}			\$0.00	\$0.00	
	GLASS BRAND={Ultra U Plus}			\$0.00	\$0.00	
	Keeper Sash Grids{SOLID COLOR			\$51.36	\$51.36	
	GEORGIAN={2Vx1HC}					
	Grid Color Match WDW{Default Grid Color}			\$0.00	\$0.00	
	Grid Color ?{WHITE / WHITE}			\$0.00	\$0.00	
	Frame Options{POLY FOAM WRAP}			\$0.00	\$0.00	
	STANDARD HARDWARE			\$0.00	\$0.00	
	STANDARD HALF SCREEN			\$0.00	\$0.00	
	OPTI-VIEW SCREENING			\$0.00	\$0.00	
	1st floor master			\$0.00	\$0.00	
TOTALS:		12		SUBTOTAL:	\$10,339.56	
				TAX 1 8.75%:	\$904.71	
				TOTAL:	\$11,244.27	

COMMENT:

Chapter 184. Historic Districts and Landmarks

§ 184-25. Appeals.

- A. Any person aggrieved by a decision of the Commission in response to an application for a certificate of appropriateness may, within 15 days of the decision, deliver to the Village Clerk a written notice of appeal that the decision of the Commission be reviewed by the Village Board of Trustees. The notice of appeal shall identify the applicant, property location and date of decision. Appellate review shall be based on the same record and criteria that was before the Commission.
- B. Upon receipt of a notice of appeal, the Village Clerk shall advise the Village Board and the Chairperson of the Commission of the appeal. The Village Board of Trustees shall then schedule a hearing with respect to the appeal, to be conducted not sooner than 30 days nor later than 60 days following the Village Clerk's receipt of the notice of appeal. The hearing may be conducted during a Village Board meeting or special meeting. The Village Clerk shall promptly provide notice to the Chairperson of the Commission and to the applicant of the date and time of the meeting during which the appeal will be heard.
- C. The Chairperson of the Commission shall arrange that, not later than seven days prior to the hearing date, all pertinent documents, exhibits and minutes relating to the record that as before the Historic Preservation Commission, together with a copy of the decision of the Historic Preservation Commission, shall be delivered to the Village Clerk, who shall then promptly disseminate such materials to members of the Village Board.
- D. At the time of the hearing, the applicant, individually and/or by legal counsel, and a designated representative of the Commission shall be entitled to be heard.
- E. Review of the decision by the Village Board shall be conducted based on the same record that was before the Commission and using the same criteria. The standard of review to be applied by the Village Board of Trustees shall be whether the proceedings before the Commission were conducted properly and in accordance with this chapter and whether the discretion exercised by the Commission deviated materially from what would be reasonable.

Village of Lancaster
Historic Preservation Commission

Lancaster Municipal Building • 5423 Broadway • Lancaster, NY 14086 • www.villageoflancafterhpc.com

MEETING MINUTES

May 13, 2026

I. Attendance/Call to Order

The meeting was called to order at 7:00PM by Chair M. Meyer. M. Meyer led the HPC in the Pledge of Allegiance.

Board Members

Budzinski, J. (Village Historian)	X
Campbell, S.	X
Chaves Yates, C.	<u>exc.</u>
Eckert, E. (+ Secretary)	X
Kacala, J.	X
Keefe, J. (Vice Chair)	X
Meyer, M. (Chair)	X
Stonebraker, N. (Alt.)	X
Wells, N (Alt.)	<u>exc.</u>
Allein, J (Planning Commission Liaison)	X
Fischione, M (Code Enforcement Officer)	X

Roll call indicated that seven (7) voting members were present, and a quorum existed.

II. Public Hearings

a. 5565 Broadway – Ronald Olson – Replacement Windows

Mr. Olson was present at the meeting. This COA was tabled at the previous meeting. There was no new information being presented. There was previously much discussion about the replacement material and that the work has already been completed.

MOTION: S. Campbell made a motion to deny the COA as submitted. Second by N. Stonebraker.

MOTION APPROVED: In a vote of five (5) ayes to two (2) nays. J. Kacala and J. Keefe voted nay.

Justification: This work is not compatible with the Design Guidelines as far as appropriate replacement materials for windows as well as being contrary to The Secretary of the Interior's Standards for Rehabilitation Number 2, 5 and 6 which discuss maintaining original materials and repairing original materials if possible.

The Commission referred Mr. Olson to Section 184-25 in the Village Code for the Appeals process.

b. 5 W. Main Street – Joanne Patterson (House of Color)– Signage

Ms. Patterson attended the meeting. Since the previous approval, the business owners have chosen to amend the previous application. She explained that they will be installing only the vinyl window decals at this time, which was provided to the Commission. There was no other discussion.

MOTION: S. Campbell made a motion to approve the COA as amended. Second by J. Budzinski.

MOTION APPROVED: In a vote of seven (7) ayes to zero (0) nays.

Justification: This work is compatible with the Signage Design Guidelines as well as The Secretary of the Interior's Standards for Rehabilitation Number 9 - New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall

August 31, 2026

*Village of Lancaster Board of Trustees
Attn: Michael Stegmeier
5423 Broadway
Lancaster, New York 14086*

RE: Request for Extension of Carry-Over Vacation Time – Dennis Snyder

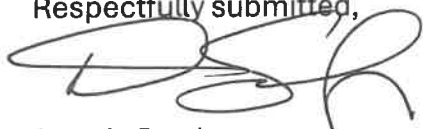
Dear Mayor and Members of the Village Board:

I respectfully request the Village Board to authorize the utilization of my remaining carry-over vacation time beyond the September 30, 2026, deadline established under the applicable union contract.

Due to operational needs and scheduling considerations within the department, I have been unable to fully utilize my carry-over vacation time prior to the deadline. Rather than requiring the forfeiture of earned vacation time, I am requesting that the Board approve an exception allowing me additional time to use the remaining balance. This request is intended as a limited exception to the contractual deadline and would not otherwise alter the provisions of the collective bargaining agreement.

Thank you for your consideration of this request. I respectfully ask the Village Board to approve an extension permitting me to use my remaining carry-over vacation time beyond September 30, 2026.

Respectfully submitted,



Dennis Snyder

Acting General Crew Chief

Village of Lancaster



LISTED # 6
CORRESPONDENCE
MEETING DATE 9/14/2026

Lauren Kelly
Director of Government Affairs

9/5/2026

Mayor Lynn Ruda
Village of Lancaster
5423 Broadway, Munic. Bld.
Lancaster, NY 14086

Re: Cable Franchise Renewal

Dear Mayor Lynn Ruda

Spectrum Northeast, LLC, an indirect subsidiary of Charter Communications, Inc., has appreciated the opportunity to serve the Village of Lancaster and its residents over the years. Therefore, as we are sure you can appreciate, Charter Communications is taking the proper steps well in advance toward the renewal of our franchise agreement with the Village of Lancaster, which is due to expire on 7/21/2029. We are now looking forward to the renewal of our franchise.

As you may know, Section 626 of Title VI of the Communications Act of 1934, as amended (the "Cable Act") contains provisions that detail a procedure for the renewal of franchises. In order to comply with these provisions, Charter requests that the Village of Lancaster commence renewal proceedings in accordance with Section 626 of the Cable Act. Section 626(h) of the Cable Act provides for renewal of franchises without going through the extensive, formal procedure specified in Sections 626(a) through (g) of the Cable Act.

We believe that this informal process may be preferable for all concerned. We would like to meet with you at your earliest convenience to discuss the renewal proceedings outlined in the Cable Act. We look forward to meeting with you in the near future and to a continuing, mutually beneficial relationship.

If you have any questions, please feel free to contact me at (585) 340-8188 or via email at lauren.kelly@spectrum.com.

Sincerely,

Lauren Kelly
Director, Government Affairs
Spectrum Northeast, LLC



Village of Lancaster

Planning Commission

Municipal Building

5423 Broadway

Lancaster, NY 14086



August 20, 2026

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

Re: Russell J. Salvatore Lancaster Village Pavillion
0 West Main St. Lancaster, NY 14086

Dear Mayor Schroeder & Village Trustees:

At its meeting on August 20, 2026, the Planning Commission reviewed the request submitted by the petitioner, Village of Lancaster, and moved to recommend the Village to approve the Site Plan contingent of HPC approval and a gas line easement to be laid out.

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

Respectfully submitted,

Mike Reinhold /AMD

Mike Reinhold
Chairperson, Planning Commission

MR/AMD

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

Village of Lancaster
Historic Preservation Commission

Lancaster Municipal Building ▪ 5423 Broadway ▪ Lancaster, NY 14086 ▪ www.villageoflancasterhpc.com

Village of Lancaster
5423 Broadway
Lancaster NY 14086
September 9, 2026

RE: Lancaster Historic Preservation Commission
Certificate of Appropriateness – 0 West Main Street

Mr. Schutt:

Thank you for submitting your application for consideration at the September 9, 2026 meeting of the Historic Preservation Commission. A hearing was held for your Petition for Certificate of Appropriateness for work at 0 West Main Street. The proposed work at this property is visible from a public street and affects the appearance and cohesiveness of the historic district. This decision on the appropriateness of the proposed work is based on the principles and factors established in Chapter 184 of the Village Code and in alignment with the Secretary of the Interior's Standards for Rehabilitation.

The petition for the Certificate of Appropriateness was approved as submitted. Attached is a copy of the fully executed Petition for Certificate of Appropriateness for the proposed work at this address. This approved Certificate of Appropriateness expires 1 (one) year from the date of approval. If the work is not completed by this date, an extension must be granted by the HPC. A copy has also been provided to the Building Department and the Village Clerk. This work may require a building permit. Please inquire at the Town of Lancaster Building Department, 21 Central Avenue, for any other permits or approvals required.

Thank you for your time and effort in stewarding a historic property and in working with the Commission to maintain the historic character of our community. Please contact me at eeckert@lancastervillageny.gov or Michael Meyer, Board Chair at mmeyer@lancastervillageny.gov with any questions.

Sincerely,

Emma S. Eckert, Secretary
Village of Lancaster Historic Preservation Commission

Village of Lancaster



Municipal Building
5423 Broadway
Lancaster, NY 14086

Petition for Certificate of Appropriateness

Property Address 0 West Main Street (SBL: 104.74-4-14)
Property Owner Village of Lancaster
Owner Address 5423 Broadway, Lancaster, NY 14086

Owner Phone 716-683-2105
Owner E-mail msteqmeier@lancastervillageny.gov

Applicant/Agent/Contractor's Name Village of Lancaster
Applicant's Address 5423 Broadway, Lancaster, NY 14086

Applicant Phone 716-683-2105
Applicant E-mail msteqmeier@lancastervillageny.gov

DESCRIPTION OF PROJECT

Tell us what you want to do. Describe all proposed work including materials, design, and dimensions. Additional pages may be attached. **PLEASE ATTACH DRAWINGS, PHOTOS & SURVEY OF PROPOSED PROJECT.**

See Project Description, Rendering, and Plans attached

SIGNATURE OF APPLICANT

William Schutt on behalf of Village of Lancaster

July 29, 2026

Signature

Date

Please print or type name

RECEIVED

A. Moore
Signature

BY

Date

RECEIVED

JUL 30 2026

Village of Lancaster
Clerk-Treasurers Office

____ \$25 Fee – payable to Village of Lancaster – **Fee Waived**

This form and all supporting documentation MUST arrive by 4:30pm (end of day) 2 weeks prior to the Historic Preservation Commission Meeting (second Wednesday of the month) wished to be considered for approval. Please refer to the Village of Lancaster website for current contact information for the Historic Preservation Commission if you have any questions.

HAND DELIVER or MAIL FORM to:

Historic Preservation Commission

Clerk-Treasurer Office

Municipal Building

5423 Broadway

Lancaster NY 14086

PHONE: 716-683-2105

FAX: 716-684-4830

www.lancastervillage.org

Do not write below this line – for the use of the Village of Lancaster Historic Preservation Commission only

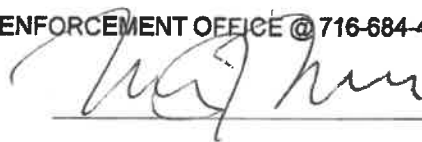
THE VILLAGE OF LANCASTER HISTORIC PRESERVATION COMMISSION HAS REVIEWED THIS APPLICATION
AND RECOMMENDS:

 ✓ APPROVAL DENIAL APPROVAL WITH CONDITIONS

APPROVAL OF THIS PETITION DOES NOT CONSTITUTE A BUILDING PERMIT. APPLICANT IS REQUIRED TO OBTAIN ALL PERMITS REQUIRED BY LOCAL LAW.

PLEASE CONTACT CODE ENFORCEMENT OFFICE @ 716-684-4171

CHAIRMAN SIGNATURE



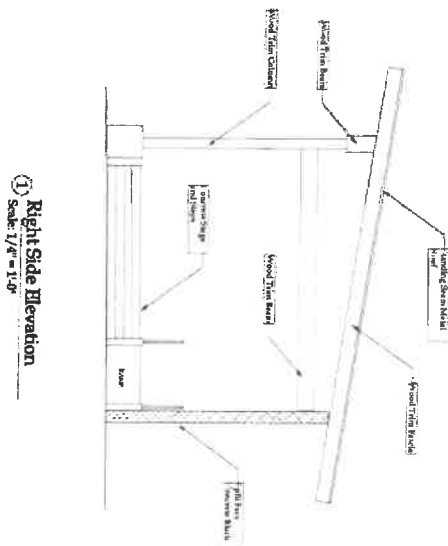
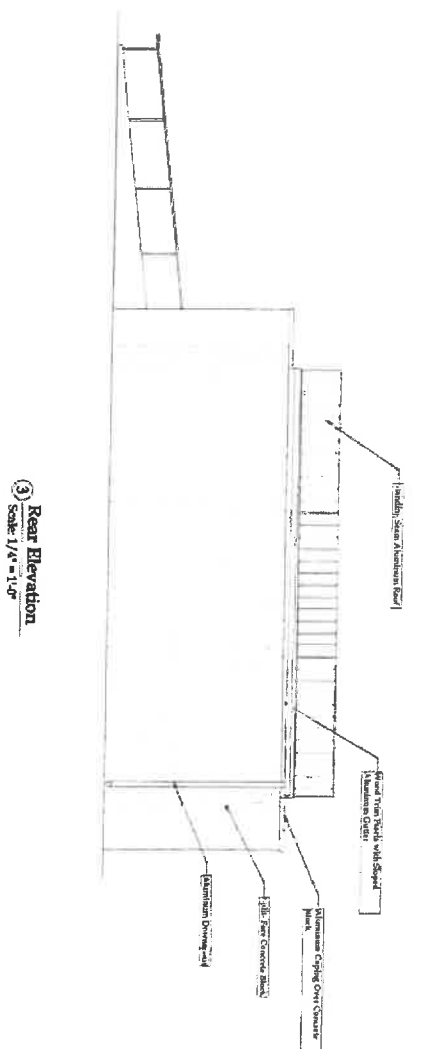
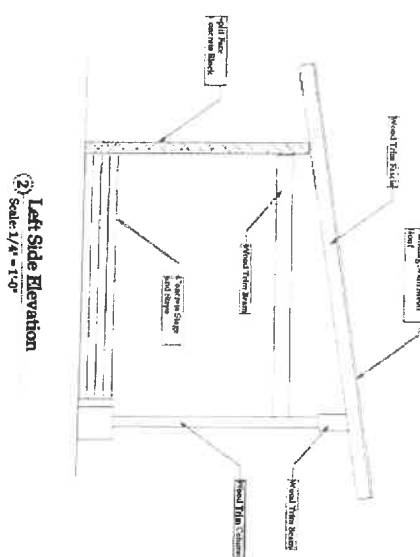
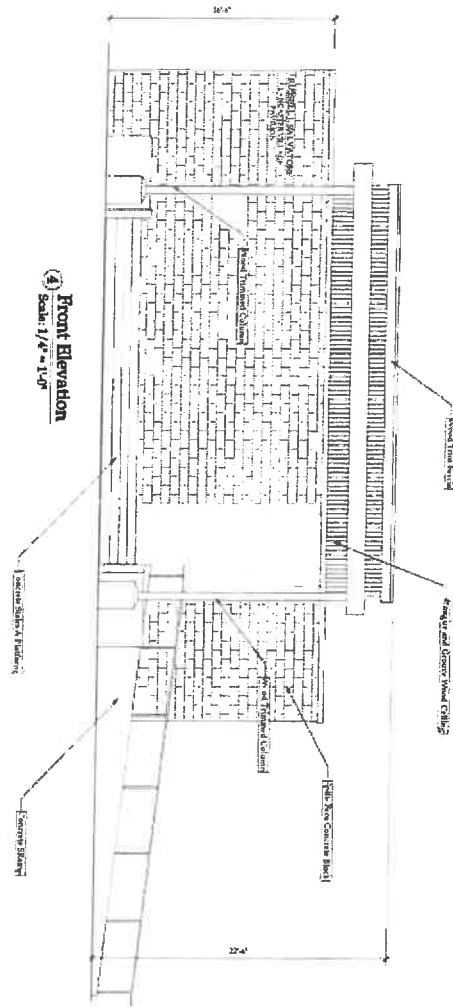
DATE

9.9.20

PROJECT DESCRIPTION

The **RUSSELL J. SALVATORE LANCASTER VILLAGE PAVILION** is an open-air music pavilion featuring a 30 X 18 concrete stage and a split-face decorative masonry back wall designed to project sound toward the audience. The pavilion will have a standing-seam aluminum roof supported by microlam (LVL) joists, a tongue-and-groove wood-plank ceiling, and wood-covered steel beams and columns. The pavilion will be positioned near the southeast corner of the property to create a grassed amphitheater where spectators can sit on the ground or in lawn chairs to watch performances or listen to a concert. The pavilion is located at the low end of the site to maximize viewing angles.





REVISIONS		
NO.	DESCRIPTION	DATE

DRAWN BY: KI CHECKED BY: KI

Architecture PLLC

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VILLAGE OF LANCASTER
Proposed Outdoor Pavilion

K1 Architecture PLLC

Robert F. Kasprzak, AIA
716-908-1755
367 Exchange Street
Suite 403
Buffalo, New York 14210

A-2
KCR NO. 2

DATE: July 24, 2026

DOCUMENT STATUS:

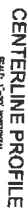
VILLAGE BOARD

BUDGET PLANS

☐ END SENT

PERMIT SET

☐ FINAL FOR CONSTRUCTION



GRADING PLAN AND NOTES



GENERAL NOTES:

EXEMPTED BY: DLS	DRAWING REVISIONS		
MADE BY: DLS	ITEM	DATE	DESCRIPTION
CHANGED BY: WBS			
DATE:			
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From: Janet Womachka-Souery <janet.womachkasouery@cseainc.org>
Sent: Thursday, September 10, 2026 1:47 PM
To: "karlschurkus@yahoo.com"; Mike Stegmeier
Cc: Lynn M Miller; Illa Caira
Subject: CSEA Peer Trainer Program
Attachments: TTC926Flyer.pdf; Sample Language for the CSEA Peer Trainer Program MOA.docx; CSEA_COURSE_CATALOG.pdf



Caution: External (janet.womachkasouery@cseainc.org)

Sensitive Content, First-Time Sender [Details](#)

[Safe](#) [Spam](#) [Phish](#) [More...](#) [FAQ](#)

Good Afternoon,

The CSEA Labor Relations Specialist Lynn Miller informed me that the Village may be interested in rejoining the CSEA Peer Trainer Program. We do have a Temporary Traffic Control Train-the-Trainer coming up in Rochester (had to be moved due to Thursday Night Football in Orchard Park taking up all hotels in the greater Buffalo area). It starts Tuesday of next week. I have attached the flyer.

This is a part of the Peer Trainer Program which we do require management commitment and an MOA. I have also attached the MOA language. It is still possible to include trainers in next week's training but we would have to move very fast and see if anyone is interested in coming on such short notice and participating in the program.

Costs are covered by federal grants except for wages which the employer must give out right release time to attendees. We ask for a team of 2- one appointed by CSEA and one appointed by management.

Please let us know if this looks like something you would be interested in- even if it is not right now but down the road.

Thanks,



One voice for many.

Janet Womachka-Souery
Peer Trainer Program Coordinator
CSEA Occupational Safety & Health Dept.
143 Washington Ave., Albany, NY 12210
518-257-1287 or 800-342-4146, ext. 1287
janet.womachkasouery@cseainc.org
cseany.org

**Memorandum of Agreement
Between the Civil Service Employees Association (CSEA), AFSCME Local 1000, and
Employer
Regarding the Requirements of the CSEA Peer Trainer Program**

The purpose of this Memorandum of Agreement is to clarify the requirements of and create an agreement between CSEA, Inc. and the **Employer Name** for participation in CSEA's Peer Trainer Program.

I. Responsibilities

This agreement shall not alleviate the employer of their responsibilities under state and federal law. The federally funded CSEA Peer Trainer Program, hereby referred to as the program, is a labor/management cooperative effort to create a compliant, worksite specific, occupational safety and health training program for applicable safety and health topics.

II. Funding

Funding for this program comes from the United States National Institute of Environmental Health Sciences (NIEHS), all parties are subject to applicable federal requirements clarified in this agreement. The workplace must have a CSEA bargaining unit to be eligible. The program is contingent upon receiving funding from the NIEHS. To ensure future funding, CSEA will solicit a letter of support from the employer in advance of program reapplication. Loss of grant funding will result in a discontinuation of the program. CSEA, Inc. will provide written notice a minimum of thirty (30) days prior to the termination of this agreement.

III. Peer Trainer Selection

The program requires a team of a minimum of two (2) peer trainers. Training teams must consist of one (1) CSEA member appointed by the CSEA Bargaining Unit President and one management designee. The management designee can be M/C or belong to any union including CSEA. The addition of peer trainers beyond the required two (2) is preferable however the total number is at the discretion of CSEA's Principal Investigator and/or Project Director and is based upon the size of the employer's workforce and budgetary constraints of the grant.

It is preferable but not required that peer trainers have either experience in the work that is being trained, or they have health and safety job duties for the employer. Unless health and safety training is a part of a worker's previously established job duties, peer trainers participate in the program on a voluntary basis and must be willing and aware of their expectations prior to attending any training program. It is CSEA's expectation that the same peer trainers will attend all the course topics that the employer, CSEA and the peer trainers cooperatively choose to participate in. Only peer trainers that have been selected and trained through the Peer Trainer Program process may instruct using CSEA, Inc. curricula.

IV. Release Time

The employer shall provide release time to the peer trainers for:

- travel to/from the Train-the-Trainer session away from their regular work location.
- classroom time in training
- the annual refresher
- a reasonable amount of time to prepare prior to delivering training to their co-workers (see Trainer Preparation Time below).

This release time shall not be charged as union release time. The employer is responsible for communicating and approving this release time through all levels of supervision. Employees shall not be penalized due to the time spent attending program events and are fully covered under applicable whistleblower protections.

V. Overtime

Overtime is subject to the collective bargaining unit agreement (CBA) and the discretion/operating budget of the employer. Employees who serve as peer trainers shall only receive overtime when authorized in writing or otherwise provided by the CBA and/or applicable law. Most training sessions are given during working hours, however some travel time depending on the location may require travel outside the normal workday. The employer agrees to compensate the peer trainers as spelled out in the CBA as per usual practice.

VI. Training Pay

Experienced employees who are designated as Peer Trainers for required specialty training/certification by the Department Head or Supervisor shall receive one (1) hour of straight time pay for every eight (8) hours that they are assigned as a Peer Trainer. The additional hour earned does not count as an hour worked for the purposes of determining overtime eligibility.

VII. Course Sign-Up

Participation in the Train-the-Trainer courses and any Refreshers are subject to availability. Employers who have a confirmed peer training team (approved availability and release time) are signed up for the class on a first come, first served basis. CSEA, Inc. reserves the right to deny participation for reasons of non-compliant programs and direct training not resulting from previous train-the-trainer courses.

VIII. Train-the Trainer and Refresher Expenses

Hotel

CSEA, Inc. will cover all hotel room charges, taxes and resort fees and will make the reservations for all the participants if CSEA, Inc. deems a hotel stay is required. Any incidentals that the peer trainer elects to utilize (such as room service, movies, room smoking charges, damages, etc.) will be charged to the peer trainer. Neither the **Employer Name**, nor CSEA, Inc. is responsible for any incidental or other charges for hotel stays.

Meals

Meals will either be provided at the training or trainers will be reimbursed a per diem based upon the length of the course and appropriate travel times. Per diems for all peer trainers will be reimbursed at the current CSEA member rate or at a higher rate if a collective bargaining unit agreement differs. If the program requires travel outside the State of New York to a major city, IRS per diem rates may apply per the pre-approval of the NIEHS. Per Diem eligibility is based upon travel times and overnight stays. The Peer Trainer Program Coordinator will inform the Peer Trainers prior to training of their per diem eligibility. Meal receipts are not necessary. **Employer Name** is not responsible for any meal charges or for other related charges. CSEA, Inc. is not responsible for any meal charges beyond allotted per diems or provided meals.

Transportation

Mileage expenses will also be reimbursed at the current IRS mileage rate unless the employer has authorized use of a work vehicle. When employers authorize the use of a work vehicle, CSEA will consider it an in-kind contribution, which is greatly appreciated. Tolls will also be reimbursed if the participant provides a receipt or an EZ Pass statement. CSEA, Inc. will also cover any other pre-approved transportation expenses such as airfare or parking charges if CSEA, Inc. deems it necessary. **Employer Name** is not responsible for any transportation charges or for other related charges.

Vouchers

All participants requiring reimbursement must submit a CSEA voucher form to the Peer Trainer Program Coordinator no later than two (2) months after the last day of training has occurred or by a specified date if nearing the end of a grant year to be compensated.

IX. Written Programs

When a state and/or federal regulation and/or a **Employer Name** standard operating procedure or policy requires a written program, the employer shall have a completed and fully compliant program at each work location and shall provide a copy of that program to CSEA and the Peer Trainers in order to be able to add site specific policies to the training curriculum and to ensure compliance training. Peer Trainers are not responsible for program development, unless it has been previously established in their job duties; however, their input should be solicited considering their level of training.

X. Job Related Equipment

When a state and /or federal regulation and /or **Employer Name** standard operating procedure or policy requires specific equipment, the employer shall purchase and ensure that it is in proper working condition prior to the direct training. Shared equipment between work locations is acceptable as long as it is available for training and whenever need arises for use. The manufacturer's requirements or owner's manuals shall be provided to the peer trainers prior to training for any equipment they shall be using or training their co-workers on.

XI. Scheduling Direct Training

It is expected that all affected employees receive direct synchronous training as a result of the Train-the-Trainer session. Direct training is a course led by a Peer Training team. Training dates and start times are at the discretion of the employer and the schedules of the peer trainers with the exception of the first training for each course topic. The first training must be coordinated with the CSEA Peer Trainer Program Coordinator due to the required evaluation for peer trainer authorization (see Peer Trainer Authorization below). All direct training must be done on work time. If training must occur for workers on a different shift than the peer trainers normally work, the voluntary peer trainers must have their schedules adjusted accordingly to fit their personal needs and either overtime must be given or their work shift altered.

XII. Direct Training Travel

Should a peer trainer be asked to provide training at a location other than the one they are assigned to, **Employer Name** will cover all travel related expenses, including use of a vehicle or mileage at the IRS rate, meal per diems or meals provided at the facility, and reimbursement of any tolls or any other approved expense related to travel.

XIII. Training Space

The employer is responsible for providing a space for direct training to occur. The space must be suitable for the use of a laptop and projector/tv.

XIV. Participants

The employer is responsible for identifying which employees must have the provided training, communicating to appropriate supervisors the details and logistics of the upcoming training and enrollment. Classes are open to all affected employees as designated by job duties and **Employer Name** regardless of bargaining unit. The employer shall provide a list of attendees to the peer trainers prior to the training. An estimate of the class size must be provided to the peer trainers two (2) weeks prior to

training. The CSEA appointed peer trainer shall be responsible for informing local CSEA leadership that training will occur.

XV. Length of Training/Course Content/Class Size

Training times may vary based upon variables such as class size and experience levels. CSEA has calculated the average amount of time each course takes in order to cover the required technical content. Peer Trainers must be given the suggested amount of time for each course. Courses can be split over two (2) to three (3) days to account for other operational needs. Applicable course content cannot be cut to shorten the length of the training. The course material cannot be changed without the permission of CSEA and all applicable course content must be covered during the course. However, additions to the course content such as site-specific examples, employer policies and specifics about on-site equipment are encouraged. All training requirements set by any applicable state and/or federal regulations must be met. The NIEHS requires that the participant to trainer ratio cannot exceed 25:1; however, CSEA suggests a minimum of ten (10) and a maximum of thirty (30) participants per class. If state and/or federal regulation requires a performance component, class sizes should be kept to a maximum of fifteen (15). Even if an employer has more than 3 trainers, a class can never exceed 60 participants.

XVI. Direct Refresher Training

Unless state and/or federal regulations and/or a **Employer Name** standard operating procedure or policy requires refresher training, it is not required by CSEA, however it is strongly encouraged. If an employer elects to perform non-mandatory refresher training, the class time can be shortened and will be supported by CSEA, Inc. A quick review and a practical exercise are recommended.

XVII. Training Provided to Other Employers

A separate agreement shall be put in place between the employer of the Peer Trainers, the employer of the direct training participants and CSEA prior to any training for workers of any employer other than **Employer Name**.

XVIII. Training Materials

CSEA, Inc. will provide the designated training materials for all Peer Trainer Program related direct training courses. The Peer Trainer Program Coordinator must be contacted by one of the peer trainers, at least two (2) weeks prior to any direct training in order to provide materials. If an employer does not give two weeks' notice, CSEA cannot guarantee the delivery of training materials. Employer specific policies are the employer's responsibility to provide. If an employee needs materials translated into another language or is visually impaired a minimum of two (2) months' notice is required to give CSEA, Inc. enough time to accommodate this request.

XIX. Documentation

Completion of the proper paperwork is required by CSEA and the NIEHS. CSEA, Inc will provide sign-in sheets, registration forms and evaluation forms that must be filled out by every participant. The employer shall provide a means whether by mail, fax or computer scanning and e-mail for the appropriate designee to submit the paperwork to the Peer Trainer Program Coordinator. Peer Trainers will also submit a copy of the paperwork to the appropriate person for the employer's records. Failure to complete paperwork for any training related to the CSEA Peer Trainer Program may result in CSEA, Inc. initiating the termination of this agreement.

XX. Certification

CSEA, Inc. will provide a certificate of completion for all train-the-trainer courses and subsequently all CSEA Peer Trainer Program related direct training courses that the peer trainers complete for their co-workers. Copies for the employer's file can be requested when requesting materials for upcoming training. When state and/or federal regulations require the employer to certify a training for a Peer Trainer Program topic, the employer will be required to certify the CSEA Peer Trainer Program as their certified training entity for that task/regulation.

XXI. Peer Trainer Authorization

An evaluation of each Peer Trainer is required by the NIEHS at the first training for each topic to ensure the understanding of technical content; quality of training and that compliance is met for any applicable OSHA/PESH standards. The trainer's public speaking skills are also assessed and developed. The evaluation will be completed by a member of CSEA's Occupational Safety and Health staff. Upon successful completion, the peer trainer will become authorized to train that topic. Should the Peer Trainer not pass the evaluation, they will be given a refresher course and another evaluation will be required. If after two evaluations the peer trainer is not authorized, CSEA, Inc. will initiate the Peer Trainer Removal Process. If the employer believes at any time after authorization has occurred that the peer trainers are not providing compliant training or not properly teaching technical content, the employer can request CSEA, Inc. to perform an evaluation.

XXII. Peer Trainer Support

CSEA, Inc. will provide ongoing technical support, program review, evaluation and trainer development.

XXIII. Training Preparation Time

Subject to prior approval, **Employer Name** will provide sufficient time for the training team to prepare for and deliver each direct training course. This includes time for set-up and tear down, time to study course material, utilize the CSEA Peer Trainer e-learning system for refresher tools and to acquire, test the audio-visual equipment and set-up the hands-on portion of the training. Peer Trainers shall review any applicable written programs and equipment requirements and manuals and be allowed to during work time.

XXIV. Computer/Audio Visual Equipment

The employer shall provide a computer and a VGA projector or a large television with an HDMI port or an equally effective means of visual communication of the training curricula provided by CSEA, Inc. Computer access to Moodle, CSEA's online e-learning support system for peer trainers is also required.

XXV. Peer Trainer Removal

Due to the large investment made in each peer trainer, the removal of a peer trainer must be agreed upon by the CSEA Principal Investigator, the employer and CSEA local leadership. If a peer trainer elects to leave the program or leaves employment, no such agreement must be made. Any Peer Trainer who elects to leave the program and is still employed by **Employer Name** must do so in writing to the employer and the CSEA Peer Trainer Program Coordinator. Any applicable collective bargaining unit agreements shall be honored in this process.

XXVI. Annual Review

An annual review of the Peer Trainer Program will occur between parties designated by **Employer Name** and CSEA, Inc.

The Memorandum of Agreement will remain in effect from the date signed by both parties until either party provides prior written notice, thirty (30) days in advance of the proposed termination of the Memorandum of Agreement.

Name,
Title,
For Employer Name

Date

Name,
Unit President, Local , Unit
For The Civil Service Employees Association

Date

Name,
Labor Relations Specialist
For The Civil Service Employees Association

Date

Matthew C. Kozak,
Principal Investigator
For The Civil Service Employees Association

Date



Temporary Traffic Control Train-the-Trainer

September 15-18, 2026
CSEA Western Region 6 Rochester Satellite Office
3495 Winton Place, Building E, Suite 3
Rochester, NY 14623

Since 1983, over 60 CSEA members have been killed in work zones.

Exposure to vehicular traffic is recognized by OSHA and PESH as a serious hazard and all workers exposed must be trained to the level of their responsibilities.

This four-day program will train peer training teams to deliver a comprehensive, site-specific, one day course.

The CSEA Peer Trainer Program allows employers a comprehensive, trustworthy and FREE alternative to outside consultants. This program will provide:

- ✓ Hotel accommodations, travel and meal reimbursement for the week of the course.
- ✓ A ready to teach program.
- ✓ Small class sizes for a better teacher to student ratio.
- ✓ Hands on experience in flagging and creating/setting up a typical application.
- ✓ Training to improve or enhance their teaching skills.
- ✓ Student manuals for trainings.
- ✓ Ongoing updates, support and guidance.



This program will cover:

- ✓ Basic Principles of Work Zone Safety
- ✓ The Manual of Uniform Traffic Control Devices
- ✓ Hazards of Work Zones
- ✓ Temporary Traffic Control Plans
- ✓ Elements of a Proper Work Zone
- ✓ Traffic Control Devices
- ✓ Flagging
- ✓ Mobile Work
- ✓ Pedestrian Considerations
- ✓ High Visibility Apparel
- ✓ Rights and Responsibilities
- ✓ Adult Learning/Public Speaking

*A Memorandum of Agreement is required for participation, and this program is only available for worksites with CSEA bargaining units.

Funding is made available through a grant from the



SIGN UP NOW!
SPACE IS LIMITED!

For more information:
Janet Womachka-Souery,
CSEA Peer Trainer
Program Coordinator

1-800-342-4146, ext. 1287

janet.womachkasouery@cseainc.org



"Where Regulations Meet Reality"

Train-the-Trainer Course Catalog

CSEA's Peer Trainer Program offers a variety of courses to assist eligible employers in building an internal health and safety training structure and meeting OSHA/PESH compliance needs. All curricula are created and reviewed annually by certified safety and health professionals and include best practices gathered by experienced Peer Trainers who have performed the related work.

All Train-the-Trainer (TTT) courses include a ready-made program with the ability to add site-specific information, direct training materials provided for every course, hands-on practical exercises and a variety of adult learning techniques built in for maximizing retention, public speaking and classroom management training, practice time and ongoing support from professional instructors. Bi-annual refresher training is also provided for each course.

Asbestos Awareness

Target Audience: Workers assigned duties near or supervise workers that may be near asbestos containing materials.

Course Length: TTT 24 Hours, Direct 2-3 Hours

Course Objectives:

At the end of the course, participants will be able to:

- Define what asbestos is.
- Identify asbestos containing materials.
- Describe the health effects of exposure to asbestos.
- Identify the Federal OSHA and NYS regulations that cover asbestos.
- Employ methods to work safely around asbestos.
- Contact the appropriate people if materials appear to be compromised.

Clean-Up Safety (Routine Solid Waste & Disaster Debris Collection)

Target Audience: Workers who may be assigned solid waste or disaster debris collection work or have supervisory or related duties.

Course Length: TTT 24 Hours, Direct 2-8 Hours depending on topics selected.

Course Objectives:

At the end of the course, participants will be able to:

- Recognize chemical hazards associated with debris collection, routes of exposure and the physical/health effects.
- Recognize potential biological hazards associated with pick-up and how to control them.
- Utilize protective precautions to control safety hazards like lifting and workplace violence.
- Understand related OSHA standards such as control of energy sources and confined space entry.
- Discuss appropriate worker protections for a variety of operations.
- Understand principles of debris collections and equipment used including packer, and loader hazards, containers, local codes and rules, collection strategies, backing and spotting, hand signals, riding on vehicles, loading and compacting, unloading and cleaning, truck fires and equipment maintenance.
- Know the rights and responsibilities of employers and employees.



Train-the-Trainer Course Catalog

Confined Space Entry

Target Audience(s): Compliance Level- Workers with any confined space related duties.

Awareness Level- Workers who may work near an accessible permit-required confined space.

Course Length: TTT 40 Hours, Direct Compliance 10-16 Hours depending on class size,
Direct Compliance Refresher 4-8 Hours, Direct Awareness: 2 Hours.

Course Objectives:

At the end of the course, participants will be able to:

- Explain the importance of the permit required confined space entry regulations.
- Identify the scope and application of the employer's plan or policy.
- Define what a confined space and a permit-required confined space is and what constitutes an entry.
- Know how to identify and control hazards and potential hazards.
- Describe several possible causes of oxygen deficiency or enrichment.
- Describe the signs, symptoms and possible health effects of oxygen deficiency, overexposure to carbon monoxide and hydrogen sulfide and know the permissible exposure limits.
- Understand vapor density, upper and lower explosive limits and the fire tetrahedron.
- Know their employers permit process, reclassification and alternate entry procedures. (Compliance Level Only)
- Understand the responsibilities of the entry supervisor, attendant and entrance as well as emergency services and rescue protocols. (Compliance Level Only)
- Utilize all confined space entry equipment including air monitors, tripods, davit arms, winches, harnesses, ventilators etc. (Compliance Level Only)
- Know the rights and responsibilities of employers and employees.

Deployment Hazards & Disaster Clean-Up Safety

Target Audience: Workers who may be deployed or assigned to storm/disaster clean up.

Course Length: TTT 32 Hours, Direct 2-8 Hours depending on topics selected and depth of assignments.

Course Objectives:

At the end of the course, participants will be able to:

- Prepare for deployment.
- Know the Incident Command System and their roles.
- Understand the physical and health hazards of disaster clean-up.
- Know how to use, maintain and work safely around equipment.
- Understand the need and use of worker protections.
- Be able to assess and respond appropriately to hazardous areas and situations.
- Learn exposure reporting procedures and how to reacclimate to normal life.
- Know the rights and responsibilities of workers and employers.

Hazard Communication/Right-to-Know

Target Audience: Workers who use or are exposed to workplace hazardous substances or supervise potentially exposed workers.

Course Length: TTT 24 Hours, Direct 2-4 Hours depending on number of exposures to hazardous substances.

Course Objectives:

At the end of the course, participants will be able to:

- Identify hazardous substances used in the workplace.
- Explain the dangers associated with use/exposure to hazardous substances.
- Find and utilize Safety Data Sheets.
- Understanding standardized hazard labeling.
- Safely utilize and store chemical substances required.
- Know employee/employer rights/responsibilities and reporting procedures.



Train-the-Trainer Course Catalog

Hazardous Waste Operations and Emergency Response (HAZWOPER)

First Responder at the Awareness Level

Target Audience: Workers who may witness the release of hazardous substances.

Course Length: TTT 32 Hours, Direct 4 Hours.

Course Objectives:

At the end of the course, participants will be able to:

- Know what hazardous substances are and the risks associated with them.
- Understand the possible outcomes of incidents involving hazardous substances.
- Learn how to use the surroundings, shipping papers, container shapes and labels to identify hazardous substances.
- Use the Emergency Response Guidebook (ERG) to identify hazardous substances present in an emergency.
- Understand the role of the First Responder at the Awareness Level (FRAL) in their employer's emergency response plan.
- Know when emergency assistance is needed and how to make emergency notifications.
- Know the rights and responsibilities of employers and employees.

(HAZWOPER Operations Level direct training and refreshers are available for a fee from CSEA's partners at University of Massachusetts at Lowell)

Indoor Clean-Up Safety & Building Maintenance

Target Audience: Workers who perform or supervise those that perform building maintenance and/or clean up flood damage.

Course Length: TTT 32 Hours, Direct 4- 8 Hours depending on class size and topics selected.

Course Objectives:

At the end of the course, participants will be able to:

- Know the chemical hazards associated with indoor debris clean-up and the physical/health effects.
- Know the potential biological hazards associated with clean up and how to control them.
- Utilize protective precautions to control safety hazards like lifting and workplace violence.
- Understand related OSHA standards such as control of energy sources and confined space entry.
- Discuss appropriate worker protections for a variety of operations.
- Understand principles of mucking and gutting and building maintenance such as understanding mold/mold growth, structural integrity, assessing and isolating sources of energy, entering a flooded area, debris assessment/removal, historic preservation, cleaning furniture and other items, water and mud removal industrial cleaners, cleaning interiors, sheetrock cleaning and removal, plastering, doors, frames, moldings, flooring, pressure washing, drying procedures/ventilation/dehumidification, HVAC systems, building exteriors, hazardous waste disposal, and decontamination
- Demonstrate how to properly don and doff PPE using decontamination procedures.
- Know the rights and responsibilities of employers and employees.

Lock-Out Tag-Out (Control of Hazardous Energy)

Target Audience: Authorized- Workers who perform/supervise maintenance on items with hazardous energy. Affected- Workers who perform or supervise those who perform work near maintenance of items with hazardous energy.

Course Length: TTT 24 Hours, Direct 2-8 Hours depending on class size and level of training required.

Course Objectives:

At the end of the course, participants will be able to:

- Know the types, amounts and hazards of energy sources in the workplace.
- Understand and become familiar with the energy control program.
- Learn how to control hazardous energy sources. (Authorized only)
- Utilize an equipment specific procedure. (Authorized Only)
- Demonstrate how to properly use lock-out/tag-out (LOTO) devices and procedures. (Authorized only)
- Know the rights and responsibilities of employers and employees.



Train-the-Trainer Course Catalog

Trenching & Excavation

Target Audience: Workers assigned to or have related responsibilities performing trenching and excavation work. This is **NOT** a competent person course.

Course Length: TTT 32 Hours, Direct 4-8 Hours depending on class size.

Course Objectives:

At the end of the course, participants will be able to:

- Understand the dangers of entering an unprotected trench.
- Know the regulations associated.
- Understand the confined space exemptions for trenching.
- List the various hazards associated with excavation work.
- Understand the risk factors for potential cave-ins.
- Understand soil types and limitations of each.
- Identify when a protective system must be used.
- Explain the difference between "active" and "passive" systems.
- Understand when and how to use underpinning or bracing.
- Know the equipment and its inspection procedures and manufacturer's requirements.
- Recognize the need for identifying all utilities before digging any excavation.
- Understand the need for a traffic control plan before working in streets or highways.
- Understand hazardous atmospheres and how to perform air monitoring.
- Know the rights and responsibilities of workers and employers.
- Demonstrate how to complete a safe excavation.

Work Zone Safety (Temporary Traffic Control & Work Zone All Hazards)

Target Audience: Workers who perform road work/maintenance, flagging, detours/closures or work that compromises roads.

Course Length: TTT 32 Hours, Direct 4-8 Hours depending on course and topics selected.

Temporary Traffic Control Course Objectives:

At the end of the course, participants will be able to:

- Understand the dangers of road work.
- Know the regulations associated.
- Understand the principles, factors and requirements of plans.
- Know the parts of a work zone.
- Select the proper devices, sizing and tapers.
- Demonstrate how to properly flag and control traffic.
- Understand how to implement pedestrian and worker considerations.
- Create a temporary traffic control plan and demonstrate set up and tear down.
- Know the rights and responsibilities of employers and employees.

Work Zone All Hazards Course Objectives:

At the end of the course, participants will be able to:

- Know the chemical hazards associated with road repair and the physical/health effects.
- Know the potential biological hazards associated with road work and how to control them.
- Understand what can be done to avoid safety hazards such as lifting and violence.
- Understand related OSHA standards such as control of energy, confined space entry and chainsaw/chipper use.
- Discuss appropriate worker protections for a variety of operations.
- Refresh road workers on the principles of temporary traffic control.
- Know the rights and responsibilities of employers and employees.



Train-the-Trainer Course Catalog

Other Related Courses

At every annual refresher training, in addition to TTT course refreshers, Peer Trainers are provided training on safety and health related courses that enhance their knowledge and ability to train the above course topics.

Related topics include:

- Back Injury Prevention
- Electrical Hazards
- Emergency Action Planning
- Emerging and New Hazards
- Hearing Conservation
- Incident Investigation
- Infectious Diseases
- Opioid Use and Exposure Prevention
- Outdoor Hazards
- Personal Protective Equipment
- Respiratory Protection
- Safety Committees
- Sanitation
- Stress and Resiliency
- Trainer Development
- Tree and Brush Work
- Women's Safety & Health Issues
- Workplace Violence Prevention

	1 st Motion	2 nd Motion	
1.	_____	_____	Resolution to authorize the submission of an application to the New York State Office of Parks, Recreation and Historic Preservation for a Certified Local Government grant in the amount of \$50,000 for a Historic Properties Survey Update and further authorize the Mayor to execute the grant application, contract, and any other documents necessary to accept and administer the grant, if awarded, on behalf of the Village. The Village further commits to a local match of 10% (\$5,000) in addition to funding any project costs in excess of the grant award from <u>unassigned fund balance available in the General Fund.</u>
	ACTION -	Approved Denied Refer to:	
2.	_____	_____	Resolution to urge NYS governmental bodies to enact legislation and budgetary measures that substantially increase Medicaid reimbursement rates for ambulance and emergency medical service providers and to support policies that recognize the true cost of providing emergency medical services and that ensure the long-term sustainability of New York's EMS system. (Full language of resolution provided in board packet.)
	ACTION -	Approved Denied Refer to:	
3.	_____	_____	Resolution to ratify the majority consensus previously reached by the Village Board via e-mail and to retroactively approve the request of Driftwood Motion and Stills to produce a commercial upon the dates and at the locations specified to the Board. (Full language of resolution provided in board packet.)
	ACTION -	Approved Denied Refer to:	
4.	_____	_____	Resolution to approve the following membership changes for the Lancaster Fire Department for members dropped from the rolls of the Department for a minimum of one year as approved at the monthly Department meeting on September 8, 2026: - Brandon Damato – Eagle Hose Company - Alexander Killinger – Eagle Hose Company - Christopher Monin – Eagle Hose Company
	ACTION -	Approved Denied Refer to:	
5.	_____	_____	Resolution to approve a change order for the Village's fall tree order from Schichtel's Nursery to change species as recommended by the Forestry Advisory Board with a resulting net increase of \$180.00 to the total cost of the orders with funds available within each respective grant budget to cover this increase.
	ACTION -	Approved Denied Refer to:	

RESOLUTIONS

September 14, 2026

6.	ACTION -	Approved Denied Refer to:	Resolution authorizing Mayor Schroeder to sign and approve the MS4 Operator Certification Form for submission of the MS4 Interim Progress Certification Report – 30 Months Requirement.
7.	ACTION -	Approved Denied Refer to:	
8.	ACTION -	Approved Denied Refer to:	
9.	ACTION -	Approved Denied Refer to:	
10.	ACTION -	Approved Denied Refer to:	
11.	ACTION -	Approved Denied Refer to:	
12.	ACTION -	Approved Denied Refer to:	
13.	ACTION -	Approved Denied Refer to:	
14.	ACTION -	Approved Denied Refer to:	
15.	ACTION -	Approved Denied Refer to:	
16.	ACTION -	Approved Denied Refer to:	

WHEREAS, Emergency Medical Services (“EMS”) are an integral component of the health care and public safety system, providing lifesaving pre-hospital care and transportation services to residents and visitors twenty-four hours a day, seven days a week; and

WHEREAS, not-for-profit ambulance service providers throughout New York State play a critical role in ensuring timely emergency medical response, particularly in rural, suburban, and underserved communities; and

WHEREAS, Medicaid beneficiaries comprise a significant portion of patients served by ambulance providers, yet Medicaid reimbursement rates often fail to cover the actual cost of providing emergency medical treatment, transportation, staffing, training, equipment, and regulatory compliance; and

WHEREAS, not-for-profit ambulance services continue to face substantial financial challenges arising from inflation, increased labor costs, workforce shortages, rising fuel costs, escalating insurance premiums, and the growing expense of maintaining advanced life support equipment and vehicles; and

WHEREAS, inadequate Medicaid reimbursement places additional financial strain on municipalities, taxpayers, and not-for-profit organizations that are committed to maintaining essential emergency medical services; and

WHEREAS, without meaningful increases in Medicaid reimbursement rates, many ambulance providers may be forced to reduce services, defer capital investments, limit staffing, or seek additional local taxpayer support to continue operations; and

WHEREAS, ensuring adequate reimbursement for ambulance transport and treatment provided to Medicaid recipients will help sustain emergency medical services, strengthen workforce recruitment and retention efforts, improve response capabilities, and preserve access to quality emergency care for all New Yorkers.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board of the Village of Lancaster hereby urges the Governor of the State of New York, the New York State Senate, and the New York State Assembly to enact legislation and budgetary measures that substantially increase Medicaid reimbursement rates for ambulance and emergency medical services providers, including not-for-profit ambulance organizations; and

BE IT FURTHER, RESOLVED, that the Village Board supports policies that recognize the true cost of providing emergency medical services and that ensure the long-term sustainability of New York's EMS system; and

BE IT FURTHER, RESOLVED, that copies of this Resolution be transmitted to Governor Hochul, State Senator Patrick Gallivan, Assembly Member Paul Bologna, Assembly Member Patrick Chludzinski, The New York State Association of Towns, The New York State Association of Counties, The New York State Volunteer Ambulance and Rescue Association, and such other public officials and organizations as may be appropriate.

Whereas on August 27th the Lancaster Village Board received notice via e-mail that local video producer Driftwood Motion and Stills wished to produce a commercial on September 2nd, 3rd, and/or 4th on Central Ave. across from the Town Hall near the New York Store, at the Lancaster Veterans* Memorial in Como Lake Park, and at the Lancaster Lighthouse;

Whereas a literal construction of the provisions of Chapter 285 "Special Events" of the Village Code would require a special event application to be submitted at least 60 days prior to the commercial shoot and would require prior department head and Village Board review and approval of the application;

Whereas the intended date of the commercial shoot precluded compliance with Chapter 285 and consideration of the request during a regular or special meeting of the Village Board;

Whereas the Village Board in the interest of accommodating the requested project considered the interests to be served by Chapter 285 and reached a majority consensus via e-mail communications that in the present instance submission, review, and approval of a special event application should be waived;

Now it is moved that the majority consensus previously reached by the Board via e-mail be hereby ratified and that the request of Driftwood Motion and Stills to produce a commercial upon the dates and at the locations specified to the Board be retroactively approved.

*Actually the information conveyed to the Board referenced the Lancaster *Vietnam* Memorial but this was probably in error.

Mike Stegmeier

From: Stephanie Zarbo <sbzvisuals@gmail.com>
Sent: Thursday, August 27, 2026 10:03 AM
To: Mike Stegmeier
Subject: Commercial Production in Lancaster - Sept 3



Caution: External (sbzvisuals@gmail.com)

First-Time Sender [Details](#)

[Safe](#) [Spam](#) [Phish](#) [More...](#) [FAQ](#)

Hello!

I am a local video producer and I am working on a project that will be shooting in the village of Lancaster. Please let us know if there is any permits/permissions we would need based on our locations and information:

Commercial: Pat Chludzinski for NYS Assembly
Shoot Date: Thu, Sept 3, 2026 (rain date Sept 2 or 4)
Production Company: Driftwood Motion + Stills
Crew size: 10

Location: Central Ave sidewalk (across from Town Hall, along The New York Store)

Time: 1p-3p

Location: Lancaster Vietnam Memorial in Como Lake Park

Time: 3:30p-5p

Location: Lancaster Lighthouse

Time: 5p-6p

We are able to provide a certificate of insurance if needed.

I will be the point of contact and on set on shoot day so feel free to reach out if you need any additional information from us!

Thanks again!
Steph Zarbo
Producer / Locations Coordinator
716-531-8160

--

Lancaster Fire Department



P.O. Box 15
5423 Broadway
Lancaster, NY 14086

Office: 716.683.1901
Fax: 716.683.1903
Email: info@lancasterfd.org

Lancaster Fire Department Memorandum

DATE: September 9, 2026

TO: Mike Stegmeier – Village of Lancaster Clerk-Treasurer;
Village of Lancaster Public Safety Committee

FROM: Department Secretary Aaron Ruda

RE: Lancaster Fire Department Roster Changes for September 14, 2026 LVB Meeting

The following members were dropped from the rolls of the Fire Department for a minimum of one year at the September 8, 2026 meeting.

Brandon Damato – Eagle Hose Company
Alexander Killinger – Eagle Hose Company
Christopher Monin – Eagle Hose Company

Please contact me if you need any further information. Thank you for your time and attention to this matter.

Sincerely,

Aaron Ruda

Aaron Ruda
Lancaster Fire Department Secretary



Village of Lancaster

Municipal Building
5423 Broadway
Lancaster, NY 14086
Telephone: (716) 683-2105
Facsimile: (716) 684-4830
www.lancastervillage.org

Dear Village Board Members:

I am requesting approval to make a change to the Village's fall tree order from Schichtel's Nursery.

Based on discussion at the most recent Forestry Advisory Board meeting, the board recommended changing the species included in two of the current tree orders:

- **Project 1:** Change 5 *Betula nigra* (River Birch) to 5 *Celtis occidentalis* (Common Hackberry)
- **Project 2:** Change 15 *Betula nigra* (River Birch) to 15 *Celtis occidentalis* (Common Hackberry)

This change would result in an increase to the total cost of **\$180.00**. Funds are available within each respective grant budget to cover the additional cost, so no additional Village funds are being requested.

The species change is being requested to improve tree establishment and long-term success within the Village's planting program.

Thank you for your consideration.

Amy Stypa
Sustainability and Community Climate Energy Coordinator



SCHICHTEL'S NURSERY, INC.
7420 PETERS ROAD • SPRINGVILLE, NY 14141
SALES / SHIPPING: (716) 592-9383 • FAX (716) 592-4282

Updated

ACKNOWLEDGMENT

ORDER NO. PAGE NO.

PRT DATE: 9/08/26 0/00/00 0030340 1

SHIP TO

ATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028
CUSTOMER P.O./ORDER

ORDER DATE

PROJECT 1: FALL

2/10/26

TERMS

NET 45 DAYS

MARK D. SCHICHTEL

SALESMAN

BILL TO

ATTN: MICHAEL E STEGMEIER
VILLAGE OF LANCASTER
MUNICIPAL BUILDING
5423 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

EQUAL OPPORTUNITY EMPLOYER

Your order to be processed upon receipt of a signed copy of this acknowledgment in our office. Please sign and fax this acknowledgment back to us at 716-592-4282.

ORDER QTY.	ITEM / DESCRIPTION			PRICE	PRICE EXTENSION
	DELIVERED HYDROGEL & BAG AMY 716-683-2105 X208 SUSTAINABILITY@LANCASTERVILLAGE.NY.GOV FIRM DELIVERY OCTOBER 26TH				
13	AMELANCHIER 'ROBIN HILL PINK'	1 1/4"	B.R.	79.00	1027.00
5	CELTIS OCCIDENTALIS	1 1/4"	B.R.	79.00	395.00
14	CERCIS CANADENSIS	1 1/4"	B.R.	69.00	966.00
6	CLADRASTIS KENTUCKIA	1 1/4"	B.R.	89.00	534.00
5	CORYLUS COLURNA	1 1/4"	B.R.	80.00	400.00
13	CRATAEGUS C. 'CRUSADER'	1 1/4"	B.R.	60.00	780.00
6	GYMNOCLADUS D. 'ESPRESSO'	1 1/4"	B.R.	89.00	534.00
6	LIRIODENDRON TULIPIFERA	1 1/4"	B.R.	89.00	534.00
13	MALUS 'RED JEWEL'	1 1/4"	B.R.	65.00	845.00
6	PLATANUS ACERIFOLIA	1 1/4"	B.R.	62.00	372.00
13	SORBUS AMERICANA	1 1/4"	B.R.	65.00	845.00

** CONTINUED ON NEXT PAGE **

Purchaser hereby agrees to purchase and Seller hereby agrees to sell the items listed above at the prices shown only in accordance with the terms and provisions set forth on the reverse side hereof.

Purchaser X

Seller _____

TOTAL

**SCHICHTEL'S NURSERY, INC.**

7420 PETERS ROAD • SPRINGVILLE, NY 14141

SALES / SHIPPING: (716) 592-9383 • FAX (716) 592-4282

ACKNOWLEDGMENT

ORDER NO. PAGE NO.

PRT DATE: 9/08/26 0/00/00 0030340 2

SHIP TO

ATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

CUSTOMER P.O./ORDER

ORDER DATE

PROJECT 1: FALL

2/10/26

TERMS

NET 45 DAYS

MARK D. SCHICHTEL

SALESMAN

BILL TO

ATTN: MICHAEL E STEGMEIER
VILLAGE OF LANCASTER
MUNICIPAL BUILDING
5423 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

EQUAL OPPORTUNITY EMPLOYER

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ORDER QTY.	ITEM / DESCRIPTION		PRICE	PRICE EXTENSION
6	ULMUS AMERICANA	1 1/4" B.R.	65.00	390.00

Purchaser hereby agrees to purchase and Seller hereby agrees to sell the items listed above at the prices shown only in accordance with the terms and provisions set forth on the reverse side hereof.

Purchaser X

Seller _____

TOTAL**\$7,622.00**



SCHICHTEL'S NURSERY, INC.
7420 PETERS ROAD • SPRINGVILLE, NY 14141
SALES / SHIPPING: (716) 592-9383 • FAX (716) 592-4282

Updated

ACKNOWLEDGMENT

ORDER NO. PAGE NO.

PRT DATE: 9/08/26 0/00/00 0030341 1

SHIP TO

ATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028
CUSTOMER P.O./ORDER

ORDER DATE
2/10/26

PROJECT 2: FALL

TERMS
NET 45 DAYS

MARK D. SCHICHTEL
SALESMAN

BILL TO

ATTN: MICHAEL E STEGMEIER
VILLAGE OF LANCASTER
MUNICIPAL BUILDING
5423 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028 EQUAL OPPORTUNITY EMPLOYER

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ORDER QTY.	ITEM / DESCRIPTION			PRICE	PRICE EXTENSION
	DELIVERED HYDROGEL & BAG AMY 716-683-2105 X208 SUSTAINABILITY@LANCASTERVILLAGE.NY.GOV FIRM DELIVERY OCTOBER 26TH				
10	AMELANCHIER 'ROBIN HILL PINK'	1 1/4"	B.R.	79.00	790.00
15	CELTIS OCC. 'PRAIRIE SENTINEL'	1 1/4"	B.R.	79.00	1185.00
15	CELTIS OCCIDENTALIS	1 1/4"	B.R.	79.00	1185.00
10	CERCIS CANADENSIS	1 1/4"	B.R.	69.00	690.00
16	CLADRASTIS KENTUCKEA	1 1/4"	B.R.	89.00	1424.00
4	CORYLUS COLURNA	1 1/4"	B.R.	80.00	320.00
9	CRATAEGUS C. 'CRUSADER'	1 1/4"	B.R.	60.00	540.00
15	GLEDITSIA TRICANTHOS INERMIS	1 1/4"	B.R.	60.00	900.00
15	GYMNOCLADUS D. 'ESPRESSO'	1 1/4"	B.R.	89.00	1335.00
16	LIRIODENDRON TULIPIFERA	1 1/4"	B.R.	89.00	1424.00
9	MALUS 'RED JEWEL'	1 1/4"	B.R.	65.00	585.00

** CONTINUED ON NEXT PAGE **

Purchaser hereby agrees to purchase and Seller hereby agrees to sell the items listed above at the prices shown only in accordance with the terms and provisions set forth on the reverse side hereof.

Purchaser X
Seller _____

TOTAL

**SCHICHTEL'S NURSERY, INC.**7420 PETERS ROAD • SPRINGVILLE, NY 14141
SALES/SHIPPING: (716) 592-9383 • FAX (716) 592-4282**ACKNOWLEDGMENT**

ORDER NO. PAGE NO.

PRT DATE: 9/08/26 0/00/00 0030341 2

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OATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

CUSTOMER P.O./ORDER

ORDER DATE

PROJECT 2: FALL

2/10/26

TERMS

NET 45 DAYS

MARK D. SCHICHTEL

SALESMAN

B
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OATTN: MICHAEL E STEGMEIER
VILLAGE OF LANCASTER
MUNICIPAL BUILDING
5423 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

EQUAL OPPORTUNITY EMPLOYER

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ORDER QTY.	ITEM / DESCRIPTION			PRICE	PRICE EXTENSION
15	PLATANUS ACERIFOLIA	1 1/4"	B.R.	62.00	930.00
9	SORBUS AMERICANA	1 1/4"	B.R.	65.00	585.00
15	ULMUS AMERICANA	1 1/4"	B.R.	65.00	975.00

Purchaser hereby agrees to purchase and Seller hereby agrees to sell the items listed above at the prices shown only in accordance with the terms and provisions set forth on the reverse side hereof.

Purchaser ☒

Seller

TOTAL**\$12,868.00**



SCHICHTEL'S NURSERY, INC.

7420 PETERS ROAD • SPRINGVILLE, NY 14141

SALES/SHIPPING: (716) 592-9383 • FAX (716) 592-4282

original

ACKNOWLEDGMENT

ORDER NO. PAGE N

PRT DATE: 2/10/26 0/00/00 0030340 1

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ATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028
CUSTOMER P.O./ORDER

ORDER DATE
2/10/26

PROJECT 1: FALL

TERMS
NET 45 DAYS

MARK D. SCHICHTEL

SALESMAN

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ATTN: MICHAEL E STEGMEIER
VILLAGE OF LANCASTER
MUNICIPAL BUILDING
5423 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028 EQUAL OPPORTUNITY EMPLOYER

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ORDER
QTY.

ITEM / DESCRIPTION

PRICE PRICE EXTENSION

DELIVERED
HYDROGEL & BAG
AMY 716-683-2105 X208
SUSTAINABILITY@LANCASTERVILLAGE.NY.GOV
MUST DEL BETWEEN 10/1-10/30

13	AMELANCHIER 'ROBIN HILL PINK'	1 1/4"	B.R.	79.00	1027.00
5	BETULA NIGRA	1 1/4"	B.R.	70.00	350.00
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6	CLADRASTIS KENTUCKEA	1 1/4"	B.R.	89.00	534.00
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6	GYMNOCLADUS D. 'ESPRESSO'	1 1/4"	B.R.	89.00	534.00
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13	SORBUS AMERICANA	1 1/4"	B.R.	65.00	845.00

** CONTINUED ON NEXT PAGE **

Buyer hereby agrees to purchase and Seller hereby agrees to sell the items listed above at the prices shown only in accordance with the terms and provisions set forth on the reverse side hereof.

Buyer X Amy Stypa
or _____

TOTAL

**SCHICHTEL'S NURSERY, INC.**7420 PETERS ROAD • SPRINGVILLE, NY 14141
SALES / SHIPPING: (716) 592-9383 • FAX (716) 592-4282**ACKNOWLEDGMENT**

ORDER NO. PAGE N

PRT DATE: 2/10/26 0/00/00 0030340 2

SHIP TO

ATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

CUSTOMER P.O./ORDER

ORDER DATE

PROJECT 1: FALL

2/10/26

TERMS

NET 45 DAYS

MARK D. SCHICHTEL

SALESMAN

BILL TO

ATTN: MICHAEL E STEGMEIER
VILLAGE OF LANCASTER
MUNICIPAL BUILDING
5423 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

EQUAL OPPORTUNITY EMPLOYER

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ORDER QTY.	ITEM / DESCRIPTION		PRICE	PRICE EXTENSION
6	ULMUS AMERICANA	1 1/4" B.R.	65.00	390.00

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Buyer X

or

TOTAL**\$7,577.00**



SCHICHTEL'S NURSERY, INC.
7420 PETERS ROAD • SPRINGVILLE, NY 14141
SALES/SHIPPING: (716) 592-9383 • FAX (716) 592-4282

Original

ACKNOWLEDGMENT

ORDER NO. PAGE NO.

PRT DATE: 2/10/26 0/00/00 0030341 1

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ATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028
CUSTOMER P.O./ORDER

ORDER DATE
2/10/26

PROJECT 2: FALL

TERMS
NET 45 DAYS

MARK D. SCHICHTEL

SALESMAN

B
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ATTN: MICHAEL E STEGMEIER
VILLAGE OF LANCASTER
MUNICIPAL BUILDING
5423 BROADWAY ROAD
LANCASTER NY 14086

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QTY.

ITEM / DESCRIPTION

PRICE PRICE EXTENSION

DELIVERED
HYDROGEL & BAG
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SUSTAINABILITY@LANCASTERVILLAGE.NY.GOV
MUST DEL BETWEEN 10/1-10/30

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** CONTINUED ON NEXT PAGE **

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Buyer X

or

TOTAL



SCHICHTEL'S NURSERY, INC.
7420 PETERS ROAD • SPRINGVILLE, NY 14141
SALES / SHIPPING: (716) 592-9383 • FAX (716) 592-4282

ACKNOWLEDGMENT

ORDER NO. PAGE NO.

PRT DATE: 2/10/26 0/00/00 0030341 2

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ATTN: AMY STYPA
VILLAGE OF LANCASTER
TREE DELIVERY ADDRESS:
5200 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028
CUSTOMER P.O./ORDER

ORDER DATE

PROJECT 2: FALL

2/10/26

TERMS

NET 45 DAYS

MARK D. SCHICHTEL

SALESMAN

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ATTN: MICHAEL E STEGMEIER
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5423 BROADWAY ROAD
LANCASTER NY 14086

716-683-1028

EQUAL OPPORTUNITY EMPLOYER

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15	ULMUS AMERICANA	1 1/4"	B.R.	65.00	975.00

Buyer hereby agrees to purchase and Seller hereby agrees to sell the items listed above at the prices shown only in accordance with the terms and provisions set forth on the reverse side hereof.

Buyer X

or

TOTAL

\$12,733.00

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

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

RESOLUTION #
DATING DATE 9/14/2026

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

Instructions

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

MS4 Operator Name: Village of Lancaster

Permit ID: NYR20A 253

eReport Submission Number: HQR-9A0M-WSXQM

MS4 Operator Certification

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

Name (please print or type)

William Schroeder

Title

Village Mayor

Signature

Date



Department of
Environmental
Conservation

MS4 Interim Progress Certification—30 Month Requirements (January 3, 2026 - J



Alternate Identifier NYR20A253 Submission HQR-9A0M-WSXQM Revision 1 Form Version 1.0

Review

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

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

MS4 OPERATOR INFORMATION

Permit ID #:

NYR20A253

Municipality Name or Legal Entity Name

VILLAGE OF LANCASTER

Report Preparer

Fullscreen

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

MS4 Operator Type

Traditional land use control

COMPLIANCE SCHEDULE REVIEW

Compliance Schedule Resources

Use the following links for more information on the permit and compliance schedule:

MS4 Permit Webpage 

MS4 Toolbox 

Have you reviewed compliance items due within three years of EDC, January 2, 2027?

Yes

Have you reviewed compliance items due within four years of EDC, January 2, 2028?

Yes

Have you reviewed compliance items due within five years of EDC, January 2, 2029?

Yes

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

Yes

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

None Specified

CERTIFICATION

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

Yes

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

Certification Form 

Attach completed certification form.

No files uploaded

Comment

None Specified

 At least one file is required.