

COUNTY OF ERIE

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Town Board of the Town of Orchard Park, Erie County, New York, at the Municipal Building, 54295 South Buffalo Street Orchard Park, New York 14127, on February 5th, 2025 at 7:00 PM (local time), to Rezone 2-parcels, (SBL#161.18-2-2 & 161.18-2-1) totaling 6.65 +/- Acres V/L from I-1 & R-3 to I-1 Industrial, to allow expansion of assembly and warehousing operations at the Mission Systems Facility addition.

A complete metes and bounds description of this property, together with a surveyor's map, is on file in the Town Clerk's Office, as well as the list of conditions and stipulations if approved.

At such time all interested persons will be given the opportunity to be heard.

Remy C. Orffeo, Town Clerk

January 15, 2025

New Business #11 Schedule a Public Hearing regarding the Rezoning of 10 Cobham Drive, located in the Krog Industrial Center, Zoned I-1 & R-3.

16) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER LIBERTI, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MARIANO, TO WIT:

WHEREAS, at their 1/9/2025 meeting the Planning Board made a recommendation that the Town Board approve the request to rezone 2-parcels, (SBL# 161.18-2-2 & 161.18-2-1) totaling 6.65 +/- acres V/L from I-1 & R-3 to I-1 Industrial, to allow expansion of assembly and warehousing operations at the Mission Systems Facility addition.

NOW, THEREFORE, be it

RESOLVED, that the Town Board does hereby schedule a Public Hearing with regards to 10 Cobham Drive, located in the Krog Industrial Center, Zoned I-1 & R-3, "Mission Systems Orchard Park Inc." (previously known as "Carleton Controls"), Zoned I-1 & R-3 (SBL#'s 161.18-2-2 & 161.18-2-1) to be rezoned to I-1 Industrial for February 5, 2025 at 7:00pm at the Town Municipal Center; and be it further

RESOLVED, that the Town Clerk is hereby directed to publish due notice thereof.

The resolution was unanimously adopted.



TOWN OF ORCHARD PARK

MEMORANDUM

S.4295 SOUTH BUFFALO STREET
ORCHARD PARK, NEW YORK 14127
(716) 662-6432

DATE: 1/10/25

TO: Town Clerk, Remy Orffeo, Jenifer Brady, and Building Inspector Tom Minor
FROM: Anna Worang-Zizzi
SUBJECT: January 15 - TB Agenda "Old Business Item(s)"

OLD BUSINESS

1. **With regard to 10 Cobham Drive, located in the Krog Industrial Center, Zoned I-1, "Mission Systems Orchard Park Inc.", (previously known as "Carleton Controls"), Zoned I-1, (SBL#'s 161.18-2-2 & 161.18-2-1)**

The Planning Board at their 1/09/25 meeting made a recommendation that the Town Board **Approve** the request to Rezone 2-parcels, (SBL#161.18-2-2 & 161.18-2-1) totaling 6.65 +/- Acres V/L from I-1 & R-3 to I-1 Industrial, to allow expansion of assembly and warehousing operations at the Mission Systems Facility addition. **[PLEASE SET A PUBLIC HEARING DATE FOR FEBRUARY 5, 2025 AT 7PM]**

2. **With regard to 3856 Taylor Road, located on the west side of Taylor Road, south of Southwestern Blvd, Zoned I-1. (SBL#161.00-5-31).**

The Planning Board at their 1/09/25 meeting, made a recommendation that the Town Board to **APPROVE** the presented Site Plan and **AUTHORIZE** a Building Permit to construct a 50-ft. x 240-ft. Office/Warehouse Building, upon 1.3 acres, per the plan received on 3/28/24, based on the following conditions and stipulations:

1. All public notices have been filed.
2. This is an UNLISTED SEQR Action, based on the Short EAF submitted on 3/28/24, and a Negative Declaration is made.
3. The site lighting is limited to those fixtures and poles indicated on the approved site plan. Light fixtures shall have flat lenses and all lighting is to be directed downward and toward the site.
4. An Area Variance was granted on 2/21/23 by the Zoning Board of Appeals for a 30-ft. front setback.
5. No outside storage or display is permitted.
6. The Landscape Plan, received 6/04/24, was approved with the Total Green Space meeting the Town requirement of 20%. In accordance with Section 144-44(c)(1)(a)(2) a Certified Check amounting to 50% of the \$16,175 Landscaping Estimate Value shall be deposited with the Town Clerk. (\$8,087.50) Conservation Board approval was granted on 5/2/23.
7. Any future dumpsters shall be screened, in accordance with Section 144-25 of the Town Code.
8. The applicant is to provide the Town of Orchard Park Assessor with an "independent" appraisal for the completed project by a Certified Commercial Appraiser
9. Engineering Approval was granted on 12/11/24.

HONORABLE TOWN BOARD OF ORCHARD PARK COUNTY OF ERIE, NEW YORK

IN THE MATTER OF THE PETITION OF:

Mission Systems Orchard Park Inc.
Name

10 Cobham Drive
Street Address

Orchard Park, New York 14127
Town, State, Zip Code

RECEIVED
OCT 21 2024
PLANNING BOARD
TOWN OF ORCHARD PARK

TO AMEND THE ZONING ORDINANCE OF THE TOWN OF ORCHARD PARK.

TO THE HONORABLE TOWN BOARD OF ORCHARD PARK, COUNTY OF ERIE, NEW YORK

DATED: This ___21st___ day of October, 2024.

1. That the petitioner is the owner of certain premises situated in the Town of Orchard Park, County of Erie, and State of New York, located (indicate location by reference to existing highways):

- (i) 4155 California Road (161.18-2-2); and
- (ii) That certain vacant land along California Road (161.18-2-1).

2. A description of said premises by metes and bounds is annexed hereto marked Exhibit "A" and made a part hereof. Exhibit "A" shall also be e-mailed to the Town of Orchard Park Planning Office.

3. A survey of the premises to be rezoned is annexed hereto marked Exhibit "B" and made a part hereof.

4. That the name and address of the record title owner(s) to the premises is (are)

Mission Systems Orchard Park Inc., f/k/a Carleton Technologies Inc.
Name

10 Cobham Drive
Street Address

Orchard Park, New York 14127
Town, State, Zip Code

5. That petitioner's interest in the premises to be rezoned is:

Current Fee Owner of the premises.

6. The present use of said premises is:

The premises is currently vacant land. Petitioner owns the adjacent property known as 10 Cobham Drive, Orchard Park, New York (161.18-2-5.2) (the "Mission Systems Facility"). The Mission Systems Facility is currently used for the design, manufacture, and repair of pneumatic valves for aircraft, space, life support and military applications. Petitioner desires to rezone the premises in furtherance of its plans to expand its assembly and warehousing operations at the Mission Systems Facility.

7. The proposed use of said premise is:

Petitioner intends to use the premises for parking and shipping/receiving docks. These proposed uses are in support of petitioner's planned expansion of the Mission Systems Facility. A copy of petitioner's proposed site plan for the project is attached hereto as Exhibit "C." Petitioner is working with the Town of Orchard Park on the project's design and construction separately.

8. The present zoning classification of said premises is:

- (i) 161.18-2-2 (I-1-Industrial and R-3-Residential); and
- (ii) 161.18-2-1 (I-1-Industrial and R-3-Residential).

WHEREFORE, the petitioner(s) respectfully request that the Zoning Ordinance of the Town of Orchard Park be amended to change the zoning of the above premises from its present classification of I-1-Industrial and R-3-Residential TO I-1-Industrial.

[Signature page follows]

DATED: This 21 day of October, 2024

PETITIONER:

Mission Systems Orchard Park Inc.

By: Kathryn Ritenour
Name: Kathryn Ritenour
Its: Finance Site Lead

RECEIVED
OCT 21 2024
PLANNING BOARD
TOWN OF ORCHARD PARK

STATE OF New York }
COUNTY OF Erie } SS:

Kathryn Ritenour being duly sworn deposes and says:

That he/she is the Finance Site Lead of Mission Systems Orchard Park Inc. That he/she has read the foregoing petition and know the contents thereof and that the same is true to his/her actual knowledge, except as to those matters stated to be on information and belief, and as to those matters he/she believes to be true.

Kathryn Ritenour
Signature

Sworn before me this 21 day of October, 2024

Theresa Von Vreckin
Notary Public

Theresa A Von Vreckin
NOTARY PUBLIC, STATE OF NEW YORK
Registration No. 01VO6367900
Qualified in Erie County
Commission Expires 12/04/ 2025

Exhibit "A"

Legal Description

[Exhibit "A" attached]

RECEIVED

OCT 21 2024

PLANNING BOARD
TOWN OF ORCHARD PARK

Legal Description
Lands to be Rezoned
Former Big Tree Road
Lands conveyed to Carleton Technologies Inc.
Liber 11342 Page 8508

RECEIVED
OCT 21 2024
PLANNING BOARD
TOWN OF ORCHARD PARK

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Orchard Park, County of Erie, and State of New York being part of Township 9, Range 7 of the Holland Land Company's Survey and bounded and described as follows:

BEGINNING at a point in the center line of California Road where said center line intersects with the northerly line of Great Lot Number 31; running thence northerly along the center line of California Road a distance of 66 feet to the point of intersection of the center line of California Road with the southerly line of Great Lot Number 32; running thence easterly along the southerly line of Great Lot Number 32 a distance of 728.40 feet by deed, 728.00 feet by measure to an existing Iron Pin; running then southerly along a line drawn parallel with the center line of California Road by deed, a distance of 66 feet to a point on the northerly line of Great Lot Number 31; running thence westerly along the northerly line of Great Lot Number 31 a distance of 728.40 feet by deed, 726.52 feet by measure to the place or point of beginning.

Legal Description
Lands to be Rezoned
4155 California Road
Lands conveyed to Carleton Technologies Inc.
Liber 11334 Page 4870

RECEIVED
OCT 21 2024
PLANNING BOARD
TOWN OF ORCHARD PARK

ALL THAT TRACT OR PARCEL OF LAND, situate in the Town of Orchard Park, County of Erle and State of New York and being part of Lot Number 31, Township 9, Range 7 of the Holland Land Company's Survey and bounded and described as follows:

BEGINNING at a point in the center line of California Road, where the same intersects the northerly line of said Lot Number 31, said northerly line of Lot Number 31 also being the south line of former Big Tree Road; running thence easterly along the northerly line of said Lot Number 31, and the southerly line of former Big Tree Road a distance of 728.4 by deed, 726.52 feet by measure to the west line of lands conveyed to Elias Hoag by deed filed in the Erie County Clerk's Office in Liber 112 of deeds at page 437; Thence southerly, along said west line of Elias Hoag a distance of 422.40 feet by deed, 356.40 feet as measured to the south east corner of lands conveyed to George Oakes and Norman W. Oaks by deed filed in the Erie County Clerk's Office in Liber 640 of deeds at page 633; Thence westerly, along the south line of said Oaks a distance of 720.72 feet by deed, 718.32 feet by measure to the centerline of California Road; Thence northerly, along the centerline of California Road a distance of 422.40 feet by deed, 356.40 feet by measure to the POINT OR PLACE OF BEGINNING.

Exhibit "B"
Survey Plat
[Exhibit "B" attached]

RECEIVED
OCT 21 2024
PLANNING BOARD
TOWN OF ORCHARD PARK

Resolution:

Resolved, that the current members of the Board of Assessment Review (BAR) are authorized to select a chairperson for the BAR for the year 2025.



MEMORANDUM

TOWN OF ORCHARD PARK

Town Assessor

S.4295 SOUTH BUFFALO STREET
ORCHARD PARK, NEW YORK

FROM: Nancy A Kenlon

DATE: 12/11/2024

TO: Supervisor Majchrzak and Town Board Members

SUBJECT: Reappointment for 6 year term

Per NYS RPTL Article 3 Title 2 S.S 310, The 6 year Appointed Assessor Term will expire in 2025. I am therefore asking for the reappointment of my position. I have completed all of the required education and am a New York State Certified Assessor as of 08/20/2024.

RESOLVED, that the Town Board does hereby reappoint Nancy A Kenlon, being a State Certified Assessor, to the position of Town Assessor effective October 1, 2025 through September 30, 2031 at the rate adopted annually in the Town Budget. This 6 year term is in accordance with NYS Real Property Tax Law Article 3 Title 2 Sub Section 310.

RECEIVED

JAN 21 2025

TOWN CLERK

WHEREAS, David Holland retired from the Orchard Park Building Department at a position Range 0011 year E.

WHEREAS, the Orchard Park Building Department has hired Dave Holland as a part time employee at a position Range 0011 year E.

WHEREAS, the Orchard Park Building Department utilizes Dave Holland as a New York State Certified Code Enforcement Officer.

WHEREAS, the Orchard Park Building Department utilizes Dave Holland for construction review.

WHEREAS, the Orchard Park Building Department utilizes Dave Holland for code review, as regarding Planning Board applications.

WHEREAS, the Orchard Park Building Department utilizes Dave Holland for administrative review and a liaison to other municipal departments.

WHEREAS, the Orchard Park Building Department utilizes Dave Holland to clarify institutional knowledge to the Orchard Park Building Department staff.

WHEREAS, the Orchard Park Town Board currently reviewed his valued institutional knowledge and many contributions provide by Dave Holland.

WHEREAS, David Holland s efforts reflect a position Range 0011 year E and shall be given yearly increases to remain constant with the current CSEA White Collar Agreement salary schedule listed for a position Range 0011 year E; and

WHEREAS, David Holland s efforts reflect a position Range 0011 year E and the yearly increases shall follow the current CSEA White Collar Agreement salary schedule, while employed in the position of Range 0011 year E.

THEREFORE NOW IT BE

RESOLVED that the Orchard Park Town Board increases Dave Holland pay rate to the position of Range 0011 year E, hourly rate of \$ 37.26 and in the future increase his rate constant with the White Collar Union Agreement schedule, without retro payment.

Approve Collective Bargaining Agreement with Orchard Park Police

WHEREAS, the collective bargaining agreement between the Town of Orchard Park ("TOWN") and the Orchard Park Police Benevolent Association ("PBA" or "Union") expired on December 31, 2023; and

WHEREAS, the Town and the Union have agreed upon terms of a Tentative Agreement for a new collective bargaining agreement for the period of January 1, 2024 to December 31, 2027; and

WHEREAS, the Town Board has reviewed the terms of this new agreement with both financial and legal advisers; and

WHEREAS, the Town Board finds the wage increases included in this new collective bargaining agreement to be fair and competitive for both the residents and taxpayers in the Town and the employees of the Police Department covered by the terms of this agreement; and

WHEREAS, the members of the PBA overwhelmingly ratified the terms of this new collective bargaining agreement on Friday, January 3, 2025; and

WHEREAS, the Town Board believes that the approval of this new collective bargaining agreement is in the best interests of the Town and its Police Department.

NOW, upon due consideration and review, the Town Board of the Town of Orchard Park

RESOLVED that pursuant to section 204-a of the Civil Service Law, the Town Board legislatively approves the terms of the 2024 to 2027 collective bargaining agreement negotiated between the Town and the PBA and set forth in the Tentative Agreement exchanged between these parties and ratified by the PBA; and further

RESOLVED after review and approval by legal counsel, the Town Supervisor is authorized to execute a collective bargaining agreement with the PBA setting forth the agreed upon terms for the period of January 1, 2024 through December 31, 2027.

Supervisor to sign the Orchard Park White Collar Unit Agreement

RESOLVED, that the Town Board does hereby authorize the Supervisor to sign the ratified Tentative Agreement by and between the Town of Orchard Park and the Civil Service Employees Association, Inc., AFSCNME, Local 1000, AFL-CIO/Town of Orchard Park White Collar Unit, covering the years from January 1, 2025 to December 31, 2029.

WHEREAS, The Erie County Going Places van is a valuable service to the residents of the Town of Orchard Park, Village of Orchard Park and the Town of Boston; and

WHEREAS, The Van drivers have not had a pay increase since 2022

WHEREAS, a wage increase is included in the 2025 budget;

NOW, THEREFORE, BE IT

RESOLVED that the Town Board hereby authorizes the following :

- **Effective January 1, 2025**, an hourly wage increase of \$1.00 is approved for the Senior Van drivers.
- Current rate of pay is \$16.00, which will increase to \$17.00 per hour.; and be it further

RESOLVED that this resolution shall take effect immediately upon its adoption by the Town Board.

WHEREAS, Margaret Sanna is a valuable asset to the Town of Orchard Park Senior Center; and

WHEREAS, her contributions have significantly enhanced the overall operations and success of the Senior Center; and

WHEREAS, the Town has recently increased wages for employees within the Orchard Park Senior Center; and

WHEREAS, these wage increases were not previously included in the 2025 budget;

NOW, THEREFORE, be it

RESOLVED, that the Town Board does hereby authorize the following:

- Effective February 5th, 2025, an hourly wage increase of \$1.00 is approved for Margaret Sanna.
- Her current hourly rate of pay is \$18.00, which will increase to \$19.00 per hour; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption by the Town Board.

Whereas, the Orchard Park Highway Department has a vacant laborer position; and

Whereas, there are funds in the 2025 budget to fund a laborer position; and

Whereas, Andrew Slotman, Orchard Park Highway Superintendent, has determined that Travis Thompson is ready and able to serve as a laborer in the Orchard Park Highway Department.

Now, therefore be it

Resolved, that based on the recommendation of Andrew Slotman, Orchard Park Highway Superintendent, Travis Thompson is appointed as a laborer in the Orchard Park Highway Department as a Blue Collar Laborer at Step 1 of the Blue Collar Contract at a rate of \$24.57 per hour effective February 3, 2025.

RESOLVED, that the Town Board does hereby approve effective immediately that the exempt salary of the Chief of Police shall be 57% higher than the highest base current salary of a police/patrol officer in the Orchard Park Police Department; and be it further

RESOLVED, for all other benefits [Holidays, personal leave, clothing allowance, longevity (7%), life insurance, contributions to medical and dental coverage, etc], the Chief will receive, to the same extent and with the same conditions as received by a command officer pursuant to the Orchard Park Police Command Officers Association Collective Bargaining Agreement.

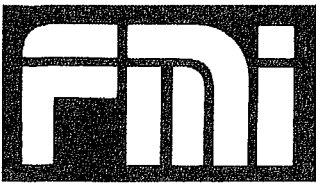
RESOLVED, that the Town Board does hereby approve the Special Event Permit request for the Allergy Awareness Action 5K Run to be held on Sunday May 18, 2025 from 10AM – 11:30AM pending departmental approvals and all fees have been paid.

RESOLVED, that based on the recommendation of Andrew Slotman, Highway Superintendent, the Town Board does hereby accept the Bid from Cyncon Equipment for the 2018 Western Star 4700 with a Stellar Hook lift with a purchase price of \$80,000.00, the budget code for the purchase will be WS002. This was the only bid submitted; and be it further

RESOLVED, that the Town Board authorizes Andrew Slotman to sign a Commitment to award the bid.

RESOLVED, that the Town Board does hereby accept the bid from Fleet Maintenance under the Onondaga County HD Contract # 0010914 for the 2025 Freightliner 108 SD Plus Chassis as spec in the submitted document with a purchase price for the 2025 4X4 Freightliner 108SD Plus Chassis of \$155,235.00, the budget code for the purchase will be DB5112 50475; and be it further

RESOLVED, that the Town Board authorizes Andrew Slotman to sign a Commitment to accept the quote, as recommended by Andrew Slotman, Highway Superintendent.



January 30, 2025

Town of Orchard Park
4295 South Taylor Rd
Orchard Park, NY 14127

Dear Andrew Slotman

I would like to thank you for allowing our dealership the privilege of helping you with your equipment needs. The following is current pricing for one 2025 model year Freightliner 108SD Plus chassis. Pricing has been calculated under the ONONDAGA COUNTY HD CONTRACT #0010914 for qualifying agencies or political subdivisions as set forth under New York State Municipal law section "103 piggybacking."

Freightliner 108SD Plus chassis spec dated: 10/27/23.

2025 Freightliner 108SD Base MSRP	\$133,998.00	
Less 29.5% base discount	(\$39,529.00)	
Base Chassis Price after discount:		\$94,469.00
Options @ MSRP	\$84,447.00	
Less 35%option discount	(\$29,556.00)	
Option Price after discount:		\$54,891.00
Cab and Chassis Contract Pricing		\$149,360.00
Body or upfitter charges		NA
Non-discountable items:		
Federal & factor surcharges		\$3,375.00
Extended warranties		Included
Dealer Installed Items		\$2,500.00
Total price		\$155,235.00

Fleet Maintenance, Inc. will hold pricing through orders received by 11/30/23 for a requested 2025 model year build, this will not include any new raw material surcharges, government mandated requirements or model year increases. Payment due within 15 days upon delivery and acceptance of chassis to body company, a 1 ½% interest fee will be applied to all late payments. NYS DMV title work will be released upon payment in full. Extended terms maybe available upon request.

Please indicate your acceptance of this quotation for the order cab and chassis as specified.

Customer: _____ Date: _____

Sincerely,
Doug Hughes
Doug Hughes



Fleet Maintenance, Inc
67 Ransier Drive West Seneca, NY 14224
716-675-9220 toll free 1-800-347-4231 716-675-5710 fax



RESOLVED, that the Town Board does hereby approve the following Cash Receipt Procedure Policy for the Recreation Department, created with the guidance of the Town's accounting firm Drescher & Malecki:

Cash & Check Receipt Procedures updated 1/2025

- We will take cash (U.S. only) or checks payable to "Town of Orchard Park". Checks must be stamped "For Deposit Only." Cash or checks can only be used for payment when registering in person at Recreation Department.
Currently credit cards are accepted online, over the phone and in person at the Recreation Department.
- Credit cards only will be accepted at Green Lake Beach for boat rentals using the Activenet Registration software system the department has in place.
- It is expected that receipts will be given for every transaction (printed or emailed).
- The staff member conducting the transaction places all money (cash or check) from the transaction into the safe once the transaction is completed. They will not wait until the end of the day.
- Staff member conducting the transaction will verify all amounts as correct before placing into the safe with a note attached with the patron's name and what program/event the cash or check is designated for.
- All cash or check transactions are ran through Active.net, each staff member has a unique user ID. When cash receipt reports are ran it will identify who the staff person was that completed the transaction.
- Cash receipt reports are ran prior to making a deposit, the staff member making the deposit double checks to ensure the amount being deposited matches the amount listed on the cash receipt report. Any discrepancies will be brought to the Director and Assistant Directors attention and noted on the cash receipt report that is sent to the finance department.

WHEREAS, Michelle Faust is a valuable asset to the Town of Orchard Park's Records Management Office; and

WHEREAS, her contributions have significantly enhanced the overall operations; and

WHEREAS, the Town has recently increased wages for employees within the Orchard Park Town Clerk's Office; and

WHEREAS, these wage increases were not previously included in the 2025 budget;

NOW, THEREFORE, be it

RESOLVED, that the Town Board does hereby authorize the following:

- Effective February 5th, 2025, an hourly wage increase is approved for Michelle Faust.
- Her current hourly rate of pay is \$18.77, which will increase to \$19.00 per hour; and be it further

RESOLVED, that this resolution shall take effect immediately upon its adoption by the Town Board.



TOWN OF ORCHARD PARK

ENGINEERING DEPARTMENT

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

Phone: (716) 662-6425
Fax: (716) 662-6488
Email: openg@orchardparkny.org

TOWN ENGINEER
WAYNE L. BIELER, P.E.

January 31, 2025

FILE COPY

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

**Re: Appointment to Position of Assistant Civil Engineer
Kenneth W. Kostowniak
Orchard Park Engineering Department**

Dear Board Members:

With the resignation of Jonathan Gladding on January 2 2025, the Town Board approved the Advertisement for the vacate Assistant Civil Engineering and Junior Engineer Positions. Per Civil Service, there is not currently an active civil service list for either title. Erie County Department of Personnel has to be called for the New York State Department of Civil Service to call for a test for the Town of Orchard Park, as approved based on job classifications and duties but is currently vacant.

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

With the current work load of the Engineering Department, this title is recommended to assist in completing the various projects that develop as the Town's Infrastructure ages. The Engineering Department is searching to fill the Junior Engineer position as well.

Minimum qualifications include A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Civil Engineering and three years of experience in civil engineering field or B) Graduation from a regionally accredited or New York State registered college or university with a two year college or university with a degree in Engineering with five years of experience or C) An equivalent combination of training and experience as defined by limits of A) and B).

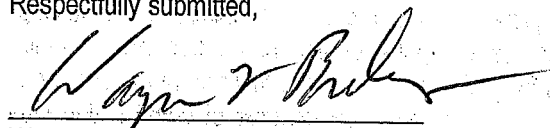
Honorable Town Board
January 31, 2025
Page 2

This is the replacement of a vacant position within the Engineering Department which is currently funded with the 2025 budget. The wage range for Assistant Civil Engineer union title per the White Collar agreement is range 0013 \$30.65-\$39.80/hr (\$63,752.00-\$82,784.00) for 2024.

I am pleased to inform you that after searching and interviewing candidates for possible replacements, I have concluded that the best-qualified individual for the position is Kenneth W. Kostowniak. Mr. Kostowniak has worked assisting in the completion of various projects for the Town of Hamburg from 2022 to 2024, Town of Orchard Park from 2019 to 2022, Village of Springville for five years as Superintendent of Public Works and the Village of Williamsville as a General Foreman for four years. Mr. Kostowniak graduated from the Erie Community College with an Associate in Mechanical Engineering Technology. Mr. Kostowniak has completed the challenges of the duties and responsibilities with the Town of Orchard Park with enthusiasm and performed his assignments with diligence and effectiveness and has agreed to work for the Town of Orchard Park again in the position of Assistant Civil Engineer and requested two weeks of vacation be reinstated.

I, therefore, recommend that you appoint Mr. Kostowniak, 15535 James Drive, Hamburg, NY 14075, to the position of Assistant Civil Engineer assigned to the Engineering Department at Range 0013, Step E \$39.80/hr. of the union wage schedule effective February 10, 2025 with a six-month probation period, pending meeting all Civil Service rules and regulations with two weeks of vacation.

Respectfully submitted,



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

Attachment

cc: Remy Orfeo, Town Clerk
Kenneth Kostowniak
White Collar President

Jennifer Comisso, Personnel
File



TOWN OF ORCHARD PARK

ENGINEERING DEPARTMENT

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

Phone: (716) 662-6425
Fax: (716) 662-6488
Email: openg@orchardparkny.org

TOWN ENGINEER
WAYNE L. BIELER, P.E.

January 31, 2025

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

**Re: Advertisement for Bid
Multi-Use Maintenance Salt & Topsoil
Storage Building Project**

Dear Board Members:

C&S Companies is finalizing plans, specifications, and bid documents for the Orchard Park Multi-Use Maintenance Salt & Topsoil Storage Building Project. Plans and specifications for this project are available for review in the Engineering Department Office.

The work will commence with demolition of the existing structure, then the installation of foundations for an 82' X 100' salt storage building and a 42' X 60' topsoil storage building, associated drainage, electrical and paving work. The purchase and installation of the fabric covers for both structures will occur at a later date off of an existing state bid contract. Bid documents will be available February 11, 2025.

I, therefore, recommend that you authorize advertisement in the Orchard Park Bee for sealed bids for the Orchard Park Multi-Use Maintenance Fuel Facility to be opened on March 6, 2025 at 2:00 pm at the Orchard Park Municipal Center, Basement Meeting Room.

Respectfully submitted,

Wayne L. Bieler, P.E., C.F.M.
Town Engineer

Attachment

Cc: Remy Orfeo, Town Clerk
Timothy Gallagher, Town Attorney
Andrew Slotman, Highway Superintendent/Special Districts/ Parks & Grounds

File # 2022.021

NOTICE TO BIDDERS

TOWN OF ORCHARD PARK

MULTI-USE MAINTENANCE SALT AND TOPSOIL STORAGE BUILDING PROJECT

Sealed bids are requested for the Multi-Use Maintenance Salt and Topsoil Storage Building Project within the Town of Orchard Park, New York.

Bids shall be received at the office of the Town Clerk in the Municipal Center, 4295 South Buffalo Street, Orchard Park, New York until **March 6, 2025 at 2:00 PM** (Local Time) at which time they will be opened publicly and read aloud in the Basement Meeting Room. Each bid must be prepared and submitted in accordance with the Bidding and Contract Documents. Each bid must also be accompanied by a Bid Security in the form of a Certified Check of the Bidder, Bid Bond, or Bank Check in the amount of **10% the Bid Price**.

Plans, specifications, bid documents and instructions for submitting bids will be available at the office of the Town Clerk beginning on February 11, 2025 in the Municipal Center, 4295 South Buffalo Street, Orchard Park, New York Monday through Friday during business hours from **8:30 A.M. to 4:15 P.M.** (Local Time), with payment of **\$ 150** for each set.

Any non-successful Bidder, upon returning such plans, specifications, and bid documents in good condition subsequent to the opening of bids will be refunded the sum of **\$80**, and any non-bidder upon so returning such plans, specifications and bid documents will be refunded the sum of **\$50**. No refunds will be made for plans in condition not fit for further use or returned later than 10 days after the bid opening date.

Copies of the proposed contract documents, plans and specifications may be examined at the office of the Engineer, 4295 South Buffalo Street, Orchard Park, New York.

The Town of Orchard Park has been and will continue to be an equal opportunity organization. All qualified Minority and Women-Owned Business Enterprises (MWBE) suppliers, contractors and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, sexual preference or Vietnam Era Veteran status.

Remy Orffeo
Town Clerk
Town of Orchard Park

Dated: January 30, 2025

NB – 1



TOWN OF ORCHARD PARK

ENGINEERING DEPARTMENT

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

Phone: (716) 662-6425
Fax: (716) 662-6488
Email: openg@orchardparkny.org

TOWN ENGINEER
WAYNE L. BIELER, P.E.

January 31, 2025

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

**Re: Advertisement for Bid
Orchard Park Little League
Baseball Diamond Fencing Project
Thorn Ave. / Duerr Road Facility**

Dear Board Members:

The Appel Osborne is finalizing plans, specifications, and bid documents for the Orchard Park Little League Baseball Diamond Fencing Project at the Thorn Ave. / Duerr Road Facility. Plans and specifications for this project are available for review in the Engineering Department Office.

The base bid work will entail the installation of a new backstop fencing, field fencing, foul poles and restoration. Alternates will be bid for dugouts, benches for the dugout, bullpen fencing, increasing the backstop height from 24' to 30', and installing 8 wooden poles for future field lighting. Bid documents will be available February 13, 2025.

I, therefore, recommend that you authorize advertisement in the Orchard Park Bee for sealed bids for the Orchard Park Little League Baseball Diamond Fencing Project at the Thorn Ave. / Duerr Road Facility to be opened on March 13, 2025 at 11:00am at the Orchard Park Municipal Center, Basement Meeting Room.

Respectfully submitted,

Wayne L. Bieler, P.E., C.F.M.
Town Engineer

Attachment

Cc: Remy Orfeo, Town Clerk Timothy Gallagher, Town Attorney File # 2023.024.1
Andrew Slotman, Highway Superintendent/Special Districts/ Parks & Grounds

S:\Town Projects\Thorn Ave & Duerr Little League Topo\Fencing Contract\Correspondence\PERMISSION TO ADVERTISE_Fencing Contract.doc

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

NOTICE TO BIDDERS

TOWN OF ORCHARD PARK

ORCHARD PARK LITTLE LEAGUE BASEBALL DIAMOND FENCING PROJECT THORN AVE./ DUERR ROAD FACILITY

Sealed bids are requested for the O.P.L.L. 90' Baseball Diamond within the Town of Orchard Park, New York.

Bids shall be received at the office of the Town Clerk in the Municipal Center, 4295 South Buffalo Street, Orchard Park, New York until **March 13, 2025 at 11:00 AM** (Local Time) at which time they will be opened publicly and read aloud in the Basement Meeting Room. Each bid must be prepared and submitted in accordance with the Bidding and Contract Documents. Each bid must also be accompanied by a Bid Security in the form of a Certified Check of the Bidder, Bid Bond, or Bank Check in the amount of **10% the Bid Price**.

Plans, specifications, bid documents and instructions for submitting bids will be available at the office of the Town Clerk beginning on February 13, 2025 in the Municipal Center, 4295 South Buffalo Street, Orchard Park, New York Monday through Friday during business hours from **8:30 A.M. to 4:15 P.M.** (Local Time), with payment of **\$ 75** for each set.

Any non-successful Bidder, upon returning such plans, specifications, and bid documents in good condition subsequent to the opening of bids will be refunded the sum of **\$50**, and any non-bidder upon so returning such plans, specifications and bid documents will be refunded the sum of **\$40**. No refunds will be made for plans in condition not fit for further use or returned later than 10 days after the bid opening date.

Copies of the proposed contract documents, plans and specifications may be examined at the office of the Engineer, 4295 South Buffalo Street, Orchard Park, New York.

The Town of Orchard Park has been and will continue to be an equal opportunity organization. All qualified Minority and Women-Owned Business Enterprises (MWBE) suppliers, contractors and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability, sexual preference or Vietnam Era Veteran status.

Remy Orffeo
Town Clerk
Town of Orchard Park

Dated: January 30, 2025



TOWN OF ORCHARD PARK

ENGINEERING DEPARTMENT

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

Phone: (716) 662-6425
Fax: (716) 662-6488
Email: openg@orchardparkny.org

TOWN ENGINEER
WAYNE L. BIELER, P.E.

January 31, 2025

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

**Re: Application for Out of District Sewer Service
Sanitary Sewer District No. 18
Cornell Cooperative Extension Burton Road Educational
Facility & Agricultural Campus**

Dear Board Members:

The Engineering Department has received correspondence requesting Out-of-District Sewer Service approval from Cornell Cooperative Extension Association of Erie County, for a proposed Facility and Campus on Burton Road. The property is located just outside the boundaries of Orchard Park Sanitary Sewer District No. 18, but the nearest available sanitary sewer mainline is located along Powers Road within the Orchard Park Sanitary Sewer District No. 18.

Attached, please find the completed Out-of-District Sewer Service Agreement.

I, therefore, recommend that the Town Board approve the Out-of-District Sewer Service Agreement between Cornell Cooperative Extension Association of Erie County and Orchard Park Sewer District No. 18 for the Cornell Facility and Campus on Burton Road.

Respectfully submitted,

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

Attachment

Cc: Timothy Gallagher, Town Attorney
Remy Orfeo, Town Clerk
Nancy Kenlon, Town Assessor
File: 2023.014



RECEIVED

DEC 13 2023

TOWN OF ORCHARD PARK
ENGINEERING DEPARTMENT

Town of Orchard Park, New York
Out of District Sewer Service Agreement
Sewer District 18

The undersigned, residing outside of the boundaries of Sewer District # 18 of the Town of Orchard Park, does hereby apply for sewer service in said Sewer District # 18. Upon approval of this agreement, the applicant(s) hereby agree with said Sewer District as follows:

- To pay connection charges in the amount to be determined; to preclude the installation of pipes or any other equipment to serve a property other than that property described in this agreement.
- To provide and install a sewer line from the connection in the district line in accordance with the Sewer Ordinance of the Town of Orchard Park Sewer Districts.
- To obtain and deliver to the Town of Orchard Park any rights-of-way and easements, in the correct format to be recorded, which the said Town of Orchard Park considers necessary for such installation and to pay the cost of recording the same.
- To abide by and conform with the Sewer Ordinance of the Town of Orchard Park Sewer Districts.
- To pay an annual "outside-the-district-rate" of charge equal to the Town of Orchard Park tax rate of District # 18 times the assessed valuation of the undersigned's property or any portion thereof outside the boundaries of said Sewer District # 18 and/or such additional charges as the Town Board may determine.
- The undersigned hereby submits the following information relative to the property for which this sewer service is sought and warrants this information to be correct and accurate:

Premises know as (address): 0 Burton Road, Town of Orchard Park, Erie County, New York
Title in the name(s) Xornell Cooperative Extension Association of Erie County, pursuant to a Deed recorded in the Erie County Clerk's Office on the 21st day of September, 2021 in Liber 7602 of Deeds, Page 118.

The Undersigned further understands and agrees that the Town Board of the Town of Orchard Park acting on behalf of Sewer District # _____ reserves the right to discontinue furnishing sewer service to the undersigned under any circumstances and conditions, which, in the sole discretion of said Town Board, shall be deemed advisable.

Dated: this 7th day of December, 2023 Signature D.B. Held, Executive Director
Signature _____

State of New York }
County of Erie } SS:
On this 7th day of December, 2023 before me the subscriber, personally appeared Diane B. Held, to me personally known, or demonstrated to be, the same person described in and who executed the within instrument and acknowledged to me that executed the same.

Notary Public Lynn D. Riley

LYNN D. RILEY
Notary Public, State of New York
Qualified in Erie County
My Commission Expires
November 8, 2025



TOWN OF ORCHARD PARK

ENGINEERING DEPARTMENT

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

Phone: (716) 662-6425
Fax: (716) 662-6488
Email: openg@orchardparkny.org

TOWN ENGINEER
WAYNE L. BIELER, P.E.

January 31, 2025

FILE COPY

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

**Re: Advertisement of Assistant Civil Engineering Position
Orchard Park Engineering Department**

Dear Board Members:

At the January 8, 2025 Town Board Work Session, the Town Board approved the filling the Assistant Civil Engineer position pending the vacancy. Due to the Engineering Department's work load, and Jonathan Gladding resignation letter effective January 2, 2025 an additional position is vacant. Since no current list exist the Town must called for an open competitive exam. Erie County Department of Personnel will prepare an open competitive examination for the Assistant Civil Engineer Tittle.

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

Minimum qualifications include A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Civil Engineering and three years of experience in civil engineering field or B) Graduation from a regionally accredited or New York State registered college or university with a two year college or university with a degree in Engineering with five years of experience or C) An equivalent combination of training and experience as defined by limits of A) and B).

I therefore recommend that you authorize the advertising and calling for the Civil Service Exam for the position of Assistant Civil Engineer for the Town of Orchard Park Engineering Department.

Respectfully submitted,

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

cc: Remy Orta, Town Clerk
White Collar President
Visit the town's website at www.orchardparkny.org
Jennifer Gomez, Personnel
File

ASSISTANT CIVIL ENGINEER

TOWN OF ORCHARD PARK

The Town of Orchard Park is now accepting applications for a position in the Engineering Department. The position offers a 40-hour work-week and requires the employee to be in good physical condition and possess a valid Class D driver's license in New York State.

MINIMUM QUALIFICATIONS:

- A) Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in Civil Engineering or other closely related engineering field; or
- B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Civil Engineering or other closely related engineering field, and one (1) year of professional experience in civil, environmental, sanitary or related engineering discipline; or
- C) Graduation from a regionally accredited or New York State registered two (2) year college or technical school with an Associate's degree in civil engineering technology or construction technology, or completion of two (2) years of study at a regionally accredited or New York State registered four (4) year college or university, in a course leading to a Bachelor's degree in civil engineering and, in addition to either of the above, two (2) years of practical experience in the civil/sanitary field; or
- D) Graduation from high school or possession of a high school equivalency diploma and four (4) years of practical experience in the civil/sanitary engineering field; or
- E) An equivalent combination of training and experience as defined by the limits of (A), (B), (C) and (D).

The work involves assisting civil engineers by compiling data, making surveys and inspections and preparing drawings. The incumbent performs the most difficult, complex and responsible pre-professional engineering tasks. Work is performed under the general supervision of a civil engineer. Supervision is exercised over a small number of personnel performing either field or office tasks. Does related work as required.

Current Pay Range is \$63,752.00 to \$82,784.00 per year.

Please submit your resume to: bielerw@orchardparkny.org by February 14, 2025.

The Town of Orchard Park is an equal opportunity employer.