

A Meeting of the Town Board of the Town of Orchard Park, Erie County, New York, was held at the Orchard Park Municipal Center, S4295 South Buffalo Street, Orchard Park, New York on the 1<sup>st</sup> day of July 2026 at 7:03 PM, the meeting was called to order by Supervisor Joseph Liberti and there were:

**PRESENT AT ROLL CALL:**

|                      |                        |
|----------------------|------------------------|
| Joseph Liberti       | Supervisor             |
| Julia Mombrea        | Councilmember          |
| Scott Honer          | Councilmember          |
| John Mariano         | Councilmember          |
| Greg Bennett         | Councilmember          |
| William Even         | Town Clerk             |
| Timothy D. Gallagher | Town Attorney          |
| Tom Minor            | Building Inspector     |
| Brendon O'Hara       | Chief of Police        |
| Andrew Slotman       | Highway Superintendent |
| Wayne Bieler         | Town Engineer          |

**Supervisor Liberti read into the record the following:** "If anyone appearing before the Town Board has a family, financial, or business relationship with any member of the Board, it is incumbent upon that person to make it known under State Law and the Town Code of Ethics."

**1) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR LIBERTI, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MOMBREA, TO WIT:**

**RESOLVED**, that the Town Board does hereby approve the Regular Meeting Minutes: June 17, 2026 and Special Session: June 24, 2026 and be it further

**RESOLVED**, that the reading of these minutes be dispensed with as each member of the Town Board has previously received copies thereof.

**The resolution was unanimously adopted.**

**\*\*\*YOUTH COURT SENIOR GRADUATION PRESENTATION\*\*\***

**PUBLIC COMMENT ON OLD BUSINESS**

No one came forward

**Old Business #1 Approve Change Order #2 to the contract with LaBella Associates for the Stadium Area Comprehensive Study Project for Legal Descriptions of newly created zones NMW, BC, and RS zones.**

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

**WHEREAS**, in regard to the Stadium Area Comprehensive Development Plan, LaBella Associates, DPC was hired to complete a master plan of the area. Now due to the current workload of the Orchard Park Engineering Department, LaBella Associates, DPC is requesting additional funds to prepare legal descriptions for the newly created NMU, BC, and RS zoning districts. The cost of this work is \$9,000.00; and

**WHEREAS**, this change order would increase the Contract amount from \$252,700.00 to \$261,700.00, representing an increase of 3.56%. Funds will be needed to be transferred to Capital Account AB020 “Stadium Area Comprehensive Plan”.

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Board does hereby approve Change Order #2 to the Contract with LaBella Associates, DPC, 300 State Street, Rochester, New York 14614 for preparing legal descriptions for the newly created NMU, BC, and RS zoning districts as a part of the Stadium Area Comprehensive Development Plan in an amount not to exceed \$9,000.00; and be it further

**RESOLVED**, that the Town board does hereby approve the transfer of \$9,000.00 from AD002 “Bussendorfer Drainage” to AB020 “Stadium Area Comprehensive Plan”, as recommended by the Town Engineer.

**The resolution was unanimously adopted.**

**PUBLIC COMMENT ON NEW BUSINESS**

No one came forward

**New Business #1 Approve the Special Event Permit for the “Summer Send Off 8K”**

**3) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER BENNETT, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MARIANO, TO WIT:**

**RESOLVED**, that the Town Board does hereby approve the Special Event Permit request for the “Summer Send Off 8K” to be held on Thursday August 20, 2026 from 6PM – 9PM pending all fees have been paid and Department Heads have approved.

**The resolution was unanimously adopted.**

**New Business #2 Authorize the Supervisor to sign a contract with J. O’Connell & Associates Inc.**

**4) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER HONER, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER BENNETT, TO WIT:**

**WHEREAS**, the Town currently receives professional grant writing services from J. O’Connell & Associates, Inc.; and

**WHEREAS**, the Town Board wishes to extend said agreement through December 31, 2026, upon the same terms and conditions currently in effect.

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Supervisor is authorized to execute an extension of the agreement with J. O’Connell & Associates, Inc., through December 31, 2026.

**The resolution was unanimously adopted.**

**New Business #3 Award the contract for Sealing and Striping of the Orchard Park Library Parking Lot to Seal-Rite Blacktop Sealing, LLC**

**5) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER MOMBREA, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MARIANO, TO WIT:**

**WHEREAS**, bids were canvassed for the Orchard Park Public Library Parking Lot Sealing and Striping Project on June 25, 2026. The project consists of the cleaning, sealing, and striping of the parking lot at the Orchard Park Public Library; and

**WHEREAS**, the Engineering Department has reviewed the various contractors' bids for this project. This department also performed a review of the contractor's experience and knowledge of the work scope. The lowest responsible bid submitted is \$3,100.00 from Seal-Rite Blacktop Sealing, LLC; and

**WHEREAS**, funds need to be allocated under Capital Projects AB029, "Parking Lot Repairs and Sealing" for this project. The Engineering Department recommends a transfer of funds from Capital Project AD002 "Bussendorfer Drainage," in the amount of \$15,000.00.

**NOW, THEREFORE be it**

**RESOLVED**, that the Town Board does hereby approve the creation of Capital Projects Account AB029, "Parking Lot Repairs and Sealing"; and be it further

**RESOLVED**, that the Town Board does hereby approve the transfer of funds in the amount of \$15,000.00 from Capital Project AD002 "Bussendorfer Drainage"; and be it further

**RESOLVED**, that the Town Board does hereby award the contract for the Orchard Park Public Library Parking Lot Sealing and Striping Project to the lowest responsible bidder, Seal-Rite Blacktop Sealing, LLC., 6138 South Abbott Rd. Orchard Park, NY 14127, in the amount not to exceed \$3,100.00, as recommended by the Town Engineer.

**The resolution was unanimously adopted.**

**New Business #4 Approve the Human Resource Department to amend a portion of the Town of Orchard Park's Personnel Manual regarding "Use of Assigned Vehicles."**

**6) THE FOLLOWING RESOLUTION WAS OFFERED BY COUNCILMEMBER MARIANO, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER BENNETT, TO WIT:**

**WHEREAS**, the Town Board has amended the Town Vehicle Policy, the following will replace a portion of the Town of Orchard Park's Personnel Manual titled "Use of Assigned vehicles." It will be amended to read as follows:

Any Town employees assigned a Town vehicle for the purposes of conducting Town business, vehicle is to be used during the day and/or evening for Town business only. These vehicles must be kept in the parking lot of the Town property where the designated department is located when not in use. These assigned vehicles may not be used to commute to and from work. The use of Town-owned vehicles for personal use is strictly prohibited.

Town vehicles are assigned to specific departments and may be designated to certain individuals. The Police Chief, Police Captains, K-9 Officer, Highway Superintendent, Deputy Highway Superintendent and Director of Parks, Grounds and Compost will have a vehicle assigned to them and may take their vehicles home. The use of these vehicles when off duty is limited to commuting to and from work and when attending meetings outside of normal working hours as a representative of the Town. Assigned vehicles for personal use is strictly prohibited.

**NOW, THEREFORE be it**

**RESOLVED**, the Town Board hereby authorizes the Human Resource Department to amend the Town of Orchard Park's Personnel Manual to incorporate the above referenced revisions and to make the revised Personnel Manual available on the Town's website.

\*Councilmember Honer abstained from voting due to a family relation regarding this resolution.

**The resolution was duly adopted.**

### **BUSINESS FROM THE FLOOR**

Jeff Diana spoke in opposition of the Bieler Road speed humps.

Mary Chase spoke in favor of the Bieler Road speed humps.

### **ELECTED OFFICIALS & DEPARTMENT MANAGERS**

Supervisor Joseph Liberti reminded residents that the 4<sup>th</sup> of July fireworks will be at Green Lake this year. He also thanked all employees that are preparing for and working on the 4<sup>th</sup> of July.

Councilmember Scott Honer thanked all groups for their excellent teamwork in preparing for the 4<sup>th</sup> of July. He also congratulated the Youth Court members and Detective Purucker.

Councilmember Julia Mombrea thanked all employees that will be working on the 4<sup>th</sup> of July. She also spoke regarding the Bieler Road speed humps.

Councilmember John Mariano wished all residents a happy 4<sup>th</sup> of July. He also thanked employees that will be working on the holiday.

Town Engineer Wayne Bieler spoke regarding manhole inspections.

Highway Superintendent Andrew Slotman spoke regarding preparations for the 4<sup>th</sup> of July celebration.

Police Chief Brendon O'Hara spoke regarding the Police Department's readiness for the 4<sup>th</sup> of July parade & fireworks.

**7) THE FOLLOWING RESOLUTION WAS OFFERED BY SUPERVISOR LIBERTI, WHO MOVED ITS ADOPTION, SECONDED BY COUNCILMEMBER MOMBREA, TO WIT:**

**RESOLVED**, that the Town Board does hereby authorize the approval of all entries on Warrant #13 following auditing by members of the Town Board and in the funds indicated:

|                           |              |
|---------------------------|--------------|
| <b>General Fund</b>       | \$121,750.91 |
| <b>Public Safety Fund</b> | \$58,683.84  |
| <b>Part Town Fund</b>     | \$2,351.19   |
| <b>Risk Retention</b>     | -0-          |
| <b>Cemetery Fund</b>      | -0-          |
| <b>Highway Fund</b>       | \$163,071.73 |
| <b>Special Districts</b>  | \$121,661.17 |
| <b>Trust &amp; Agency</b> | \$6,562.38   |
| <b>Capital Fund</b>       | \$0          |

**The resolution was unanimously adopted.**

There being no further business, on a motion by Supervisor Liberti, seconded by Councilmember Mariano, the meeting adjourned at 7:37 pm (local time).

**Respectfully Submitted,**

**William C. Even  
Town Clerk**