

VILLAGE OF SHERMAN
MINUTES OF THE MUNICIPAL ZONING BOARD MEETING
& REGULAR MEETING OF THE BOARD
Wednesday, December 10, 2025 at 6:00pm

Mayor Meeder called the meeting to order at 6:00pm and lead everyone in the Pledge of Allegiance. Board members Colleen Meeder, Ryan Sanders, Dennis Watson, Gary Emory and Danielle Crane; Clerk-Treasurer Jeanette Ramm; and the press were in attendance.

Clerk Ramm swore in the newly elected officials for the 2025-2029 Term:
Mayor Colleen Meeder, Trustees Danielle Crane and Gary Emory

RES 2025-12-10.1: MINUTES

Motion to accept the previous minutes of the Regular Meeting of the Village Board of Trustees held Wednesday, November 12, 2025. *(No Special Meetings were called for Stormwater.)*

Moved by Trustee Watson Seconded by Trustee Emory
Ayes: 5 Nays: 0 Carried

Motion to suspend the regular meeting and enter into the Municipal Zoning Board Meeting.

Moved by Trustee Crane Seconded by Trustee Watson
Ayes: 5 Nays: 0 Carried

MUNICIPAL ZONING BOARD MEETING

A new driveway permit application has been submitted for 123 Prospect Street, The K9 Complex which will be installing a 16,000 sq ft arena for the all-weather dog agility center, along with other key features. Work will probably begin in spring. Other code and zoning items included two new inquiries about building single family dwellings within the village.

RES 2025-12-10.2: ANNUAL DUMPSTER SPECIAL USE PERMITS

Motion to approve the following annual dumpster permits:

- 118 Columbia Street – residential with no conditions

Moved by Trustee Emory Seconded by Trustee Sanders
Ayes: 5 Nays: 0 Carried

Motion to close the Municipal Zoning Board Meeting and resume the regular meeting of the Board.

Moved by Trustee Crane Seconded by Trustee Watson
Ayes: 5 Nays: 0 Carried

REGULAR BOARD MEETING:

DEPARTMENTAL REPORTS FROM DPW DIRECTOR

Due to the heavy snowfall, Jay Irwin was not at the meeting because he was plowing but he said there was nothing new to report.

CAPITAL PROJECT UPDATES

STORMWATER

- Upper Basins Project
 - Chautauqua County Soil & Water Conservation District (CCSWCD) is excavating the dry detention pond to the NW of the Nature Center Pond. It may require an easement for going through Landen's property, which we're considering at this time.
 - JD Northrup will begin directional drilling from Miller Street to the dry detention pond. All the pipe is here, but we are all catching up from the delays due to permitting, unexpected EPA requirements and mussel concerns which set us back 45 days to 3 months.
 - The remaining funds could have been used on other aspects of the project along the east side of Franklin and toward a change order to Church St, however the lengthy process to re-bid these changes under the CDBG grant requirements, the cost to that process and additional time have prohibited the Village from going that route. The Village used a fair amount through the allowed Force Account, where CDBG reimbursed the Village for the Miller Street work along the Bank.

CHRIC Housing Projects

- **CDBG Housing Project #1071HR324-23**
The project is nearing completion, and the final residence is being completed.
- **MMHR (Mobile & Manufacture Home Replacement Grant)** – The mayor asked Senator Borrello to reach out to his connection at New York State Homes and Community Renewal for recommendations of the statutory limitations preventing the grant from moving forward. Senator Borrello is investigating avenues for the Village to utilize the awarded grant for three mobile homes in the Village. Currently, the statutory limitations on the cost allotted per each unit is restricting the Village from proceeding because the total cost of removal, preparation, and replacement is significantly more than the \$90,000 limitation. The Village was awarded \$430,000 for the grant.

FOOD PANTRY GRANT

The clerk has spoken to Shawn Schlifke from FeedMoreWNY about not receiving the awarded \$4,000 for the Sherman Food Pantry. They will cancel the check and send a new one in January.

The Downtown Revitalization Initiative (DRI) and NY Forward (NYF) Program Application presentation and interview before the WNY REDC and ESD was on December 3, 2025, with Mayor Colleen Meeder, CC Trail Coordinator Jacob Bodway, Christine McKay owner of The K9 Complex, and Matt Zarbo of Square Engineering. The interview went well although the program is very competitive. For more details go to www.shermannyforward.org.

COMMITTEE & AGENCY UPDATES

MEMORIAL PARK, Park & Church St (in connection to the museum property)

- Jim Curtz is putting together a pamphlet to encourage donations for the monument and the village will set up a specific Venmo QR Code to keep those funds separate from the General Account. These funds will go into the Parks and Recreation Account, motion to follow.

STEERING COMMITTEE / STAKEHOLDERS COMMITTEE

- There is a quick turnaround from when the community gets awarded, to the sub-recipients being awarded, so in anticipation of the announcements of the NYF and DRI the next meeting scheduled for early next year.
- An award would need immediate public open houses and input meetings, and interested businesses and project recipients would need to be ready. There is a lot of work ahead for the Steering Committee, and even if we are not awarded the grant, this process is preparing us for other things.

TRAILS

- Ralph C. Wilson Jr. Foundation – Comprehensive Trail Plan including establishing the final connection for the Erie to Pittsburgh Trail, through NY. The Village engineer is working through the feasibility and surveying of the proposed bridge over Rt 430. The Village included this as one of the proposed projects within the Downtown Revitalization and NY Forward Program application. There are other opportunities for the Village to apply to including the NYSDOT Transportation Assistance Program Grant and the Ralph C Wilson Jr Foundation is closely watching the Chautauqua County Trail developments. The Village is doing the front work in investigating for the preparation of having the information ready as opportunities become available. One challenge we expect is height - for oversized loads.
- Jacob Bodway mentioned that Mayville’s CR2T trailhead measured 61,000 visitors. Our hope is to bring those trail users here and increase the traffic through the Sherman trailhead.

SHERMAN CHAMBER OF COMMERCE

- The Christmas Week Celebration is in full swing, see the Sherman Chamber of Commerce on Facebook for details about each event this week.
- Preparations are underway for the Sherman – Lighted Tractor Parade, held on the second Saturday in December, December 13th, 2025. The chamber will be selling hand warmers to raise funds, and guard against the expected cold weather. This year the parade will run from west to east, to alleviate the congestion experienced in previous years.
- This year Santa Clause will be available for photographs at Donnie Wagner’s shop (before and after the parade) which has been beautifully decorated by Michelle Emory. Previously it was held outside at the Edmunds Park pavilion, but the weather is expected to be really cold.

MAYOR

- Senator George Borrello informed the mayor about the Shared Highway Services opportunity while helping the Village address the delay to the MMHR - Mobile & Manufactured Home Replacement construction. Borrello was part of the shared services when he was County Executive. Aaron Gustafson and Tracy Pierce of the Chautauqua County Division of Solid Waste explained that there are credits for construction and demolition, up to 80 tons per year, which can carry over for up to three years and be shared with other municipalities.
- Assemblyman Andrew Molitor is visiting the Village Office next week to discuss the topics of need and interest to the Village of Sherman, including the MMHR concerns.
- There are no lights crisscrossing East Main Street because they were taken down by an oversized load, which bent the sign pole at Tex's Quick Stop. Oversized loads are being rerouted to Rt 430 as a bypass around the lake with the Chautauqua Bridge construction. When Tex's Quick Stop replaces their pole, we are looking into the opportunity

to have a taller pole installed for this purpose. But with an increase in height comes an increase in diameter and an increase in cost. The DPW Director is staying in contact with the business owner. Everyone is upset that the lights aren't crisscrossing East Main Street, but unfortunately, we have nothing to attach them to at this time.

FINANCIAL REPORTS FROM CLERK-TREASURER

Community Bank Accounts:

General Checking Account: Balance (12/10/2025) is \$1,436.43 & book balance (\$14,033.68)

NYS Fund Bank Account: Balance (12/10/2025) is \$0.00

Bldg/Wtr Project Bank Acct: Balance (12/10/2025) is \$3.13

Parks Fund Account: Balance (12/10/2025) is \$803.47

Stormwater Fund Account: Balance (12/10/2025) is \$16,024.16

Climate Smart Account: Balance (12/10/2025) is \$0

NYCLASS Account: Balance (12/10/2025) is \$330,226.40

Of which is: General Funds \$41,375.57

Capital Funds \$261,392.80

Contains Stormwater BAN proceeds and Bldg Proj. Balance

Debt Funds \$566.64

Repair Reserve Funds \$26,891.39

Receipts: Total \$44,799.40

RES 2025-12-10.3: VOUCHER #7 2026

Motion to accept Voucher #7 for \$207,037.48 for November 2025, of which \$0 is from the NYS Special Fund, \$0 is from the Water Project Fund, \$0 is from the Parks Fund, \$49,100 from the Stormwater Project Fund, and \$0 is from the Climate Smart/Economic Development Fund.

Moved by Trustee Emory Seconded by Trustee Crane

Ayes: 5 Nays: 0 Carried

RES 2025-12-10.4: VENMO FOR PURPLE HEART TRAIL TRIBUTE / MEMORIAL

Motion to approve the clerk-treasurer to establish a Venmo account to be linked to the Village of Sherman Parks & Recreation checking account ending #6875 for the purpose of collecting submitted donations for the Purple Heart Trail Tribute and Memorial. A QR Code for this purpose will also be established.

While the Chautauqua Purple Heart Trail is raising funds, the Village of Sherman is acting as the Trust & Agency for the funds designated for this purpose. RES 2025-11-12.5

Moved by Trustee Watson Seconded by Trustee Sanders

Ayes: 5 Nays: 0 Carried

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

RES 2025-12-10.5: CHAUT LANDFILL - SHARED HIGHWAY - C&D WASTE CREDITS

Motion to adopt the resolution approving the mayor's execution of the C&D Waste Addendum to the Shared Highway Services contract of Chautauqua County Municipalities that is in effect as of July 1, 2013 as follows:

Shared Highway Services – C&D Waste Addendum

The Shared Highway Services contract of Chautauqua County municipalities that is in effect as of July 1, 2013, is hereby amended to include the following provisions that will be applicable amongst and between those municipalities that have approved and executed this addendum:

1. Credits for Tipping Fees for C&D Waste. Commencing with calendar year 2013, each participating town and village in the Shared Highway Services C&D addendum shall receive an annual credit for tipping fees of eighty (80) tons of C&D waste at the County Landfill, including asbestos containing materials (ACM), which approximates the disposal tonnage for one (1) two-family home. If choosing to participate in this addendum arrangement, the cities of Jamestown and Dunkirk shall annually receive four (4) credits and two (2) credits, respectively. The credit will not be available for C&D waste generated from structures that were previously owned and utilized for municipal purposes by the participating town, village, or city.
2. Use of Credits. In order to obtain optimal use of the credits and minimize impact on the County landfill's operations, each municipality shall be allowed to save its credits for a period of up to three (3) years, and may "loan" its credit(s) to another municipality for a current project in exchange for future credits of equal value. It will also be permissible for a municipality to exchange its credit for shared services assistance from another municipality under the Shared Highway Services agreement, but the credits cannot be "sold" for cash to another municipality.
3. Notice to County Landfill. Participating municipalities shall be required to make a "reservation" for disposal of demolition material utilizing their credit(s) and/or acquired credit(s), and shall advise Landfill staff of the year and source of their credit(s) to be utilized. The County should be notified at least two (2) weeks in advance of the desired date for disposal, and a longer period of notice should be planned where multiple credits are combined for one disposal event. Participating municipalities shall follow the protocol steps attached hereto as Appendix A to arrange each disposal event.
4. Other. Except as modified herein, all terms and conditions of the existing Shared Highway Services agreement shall remain in full force and effect. This addendum shall become effective upon execution, and copies of this addendum shall be filed with the Chautauqua County Department of Law. No shared services or other activities pursuant to this addendum shall be conducted until the municipality has sent a copy thereof to the Chautauqua County Department of Law.

On the motion of Trustee Emory, seconded by Trustee Crane, the foregoing Resolution was put to a vote of the members of the Village Board, the result of which vote was as follows:

Colleen Meeder, Mayor	<u>Aye</u>
Ryan Sanders, Deputy Mayor	<u>Aye</u>
Dennis Watson, Trustee	<u>Aye</u>
Gary Emory, Trustee	<u>Aye</u>
Danielle Crane, Trustee	<u>Aye</u>

The foregoing resolution was duly adopted.

RES 2025-12-10.6: CDBG STORMWATER DE-OBLIGATION OF FUNDS

Motion to approve de-obligating \$32,576.05 in awarded CDBG Infrastructure Funds for the Village of Sherman Main Street Stormwater Improvement Project #1071PR103-23, in closing the grant agreement with the completion of construction.

On the motion of Trustee Watson, seconded by Trustee Sanders, the foregoing Resolution was put to a vote of the members of the Village Board, the result of which vote was as follows:

Colleen Meeder, Mayor	<u>Aye</u>
Ryan Sanders, Deputy Mayor	<u>Aye</u>
Dennis Watson, Trustee	<u>Aye</u>
Gary Emory, Trustee	<u>Aye</u>
Danielle Crane, Trustee	<u>Aye</u>

The foregoing resolution was duly adopted.

RES 2025-12-10.7: NYSLRS STANDARD WORK HOURS BE IT RESOLVED, that the Village of Sherman (location code 40306), hereby establishes the following standard work days for these appointed and elected officials, and will report these officials to the New York State and Local Retirement System based on their record of activities: Mayor, Colleen Meeder (6 hours) Trustee, Dennis Watson (6 hours) Trustee, Danielle Crane (6 hours).

Moved by Trustee Sanders Seconded by Trustee Emory
Ayes: 5 Nays: 0 Carried

There may be a need to call for a Special Meeting for the agenda items involving the Stormwater Project.

Motion to move into Executive Session at 6.29p.m. to discuss legal and personnel issues, *with no action to be taken following the executive session.*

Moved by Trustee Sanders Seconded by Trustee Crane
Ayes: 5 Nays: 0 Carried

Returned to the regular meeting at 7:35pm.

Motion to adjourn the meeting at 7:35pm.

Moved by Trustee Emory Seconded by Trustee Sanders
Ayes: 5 Nays: 0 Carried

Respectfully submitted,
Jeanette Ramm
Clerk-Treasurer

**Next Meeting: Interim Special Meeting(s) may be held for the Stormwater Project.
 Regular Meeting Wednesday, January 14, 2026, at 6pm.**