

**MINUTES – TOWN OF ALLEGANY
ORGANIZATIONAL MEETING
WEDNESDAY, JANUARY 2, 2019 4:00 PM TOWN HALL**

PRESENT WERE:

Supervisor Martin	Councilman Parker
Councilman Hitchcock	Councilman Koebelin
Town Clerk D. Pinney	Comptroller D. Piccioli
Hwy. Superintendent Moshier	

ABSENT:

Attorney Tuttle

ALSO PRESENT:

Helen Larson & Don Sue

Salute to the Flag at 4:00PM opened the meeting

#1-MOTION TO APPROVE ONE-YEAR APPOINTMENTS AND WAGES

Motion by Councilman Koebelin to approve the following one-year appointments and wages. 2nd by Councilman Parker. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

1. Approve one-year appointments and wages

a. Town Comptroller	Diana Piccioli	\$48,473.00/yr
b. Dep. Comptroller	Rosanne Capra	\$11.50/hr
c. Town Hall Custodian	Donald Sue	\$11.85/hr
d. Town Hall & Hwy Grg Cleaner	Connie Sue	\$11.85/hr
e. Emergency Preparedness Dir	Kathy Martin	\$-0-
f. Budget Officer	Kathy Martin	\$-0-
g. Dep. Budget Officer	Diana Piccioli	\$-0-
h. Court & Highway Clerk	Cynthia Moshier	\$17.80/hr
i. Z.B.A. Secretary	Heather Giardini	\$82.00/mtg
j. Water Superintendent	John M. Moshier	\$6,737.00/yr
k. Sewer Superintendent	John M. Moshier	\$6,737.00/yr
l. Code Enforcement Officer	Gerard Dzurhoff	\$50,762.00/yr
m. Dep. Hwy Superintendent	James Hitchcock	\$-0-
n. Dep. Town Supervisor	James Hitchcock	\$300.00
o. Town Historian	Nancy Phearsdorf	\$200.00/yr
p. Tax Collector	Carolyn Hemphill	\$4,682.00/yr
q. Reg. of Vital Statistics	Deryle L. Pinney	\$2,081.00/yr
r. Water Clerk	Diana Piccioli	\$3,371.00/yr
s. Sewer Clerk	Diana Piccioli	\$2,242.00/yr
t. Planning Board Secretary	Heather Giardini	\$82.00/mtg
u. Zoning Clerk	Heather Giardini	\$11.50/hr
v. Cemetery Superintendent	Stephanie Guthrie	\$34,650/yr

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w. Cemetery Caretaker	Aaron Harris	\$11.50/hr
x. Cemetery Caretaker	Dana Spring	\$11.85/hr
y. Recreation Director	Abigail Kalinowski	\$35,545.00/yr
z. Parks Director	Abigail Kalinowski	\$2,123.00/yr
aa. Dep. Town Clerk	Kathleen Redden	\$11.50/hr
bb. Dep. Town Clerk (2)	Danielle Nugent	\$11.10/hr
cc. Town Assessor	Bobbi Elderkin	\$28,003.00/yr
dd. Town Attorney	Wendy A. Tuttle	\$27,500.00/yr
ee. Records Management Officer	Deryle L. Pinney	\$-0-
ff. Dep. Sewer Clerk	Rosanne Capra	\$11.50/hr
gg. Dep. Water Clerk	Rosanne Capra	\$11.50/hr
hh. Dep. Court Clerk	Bonnie Harrier	\$11.10/hr
ii. Cemetery Equip. Operator	Jeremy Guthrie	\$150.00/grave&\$15.00/hr

2. Parks & Recreation Department Workers

a. Gary Phearsdorf	\$11.40/hr
b. Debra Beatty	\$11.10/hr
c. David Bess	\$11.10/hr
d. Matthew Caskey	\$11.10/hr
e. Charlene Cleveland	\$11.10/hr
f. Paul Cleveland	\$11.10/hr
g. Kyle Colburn	\$11.10/hr
h. Laura Decker	\$11.10/hr
i. Sydnee Ganoung	\$11.10/hr
j. Kyle Herbert	\$11.10/hr
k. Tiffany Hulse	\$11.10/hr
l. Zack Kriner	\$11.10/hr
m. Tina Kozlowski	\$11.10/hr
n. Matthew Kuzdzal	\$11.10/hr
o. Danielle Nugent	\$11.10/hr
p. Nancy Phearsdorf	\$11.10/hr
q. Steve Piccirillo	\$11.10/hr
r. Natalie Price	\$11.10/hr
s. Danielle Spring	\$11.10/hr
t. Bryant Talbot	\$11.10/hr
u. Shannon Weatherley	\$11.10/hr
v. Aquatics Director	\$11.60/hr
w. Lifeguards	\$11.40/hr

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| x. Youth Center Supervisors | \$11.10/hr |
| y. Playground Supervisors | \$11.10/hr |
| z. Parks Maintenance | \$11.50/hr |

#2-MOTION TO APPROVE PARKS & RECREATION PAY RATES

Motion by Councilman Parker to approve Parks & Recreation pay rates as listed above. 2nd by Councilman Hitchcock. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye.
CARRIED:

3. Reappoint Planning Board member Frank DeFiore

#3-MOTION TO REAPPOINT PLANNING BOARD MEMBER FRANK DEFIORE FOR A 5-YEAR TERM

Motion by Councilman Koebelin to re-appoint Planning Board Member Frank DeFiore for a 5-year term (1/1/19-12/31/23), he has fulfilled his training requirements. 2nd by Councilman Parker. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye.
CARRIED:

4. Reappoint ZBA member John Jones

#4-MOTION TO REAPPOINT ZBA MEMBER JOHN JONES FOR A 5-YEAR TERM

Motion by Councilman Parker to re-appoint Planning Board Member John Jones for a 5-year term (1/1/19-12/31/23), he has fulfilled his training requirements. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye.
CARRIED:

5. Approve weekly pay periods: Highway Union Employees

#5-MOTION TO APPROVE WEEKLY PAY PERIODS FOR HIGHWAY UNION EMPLOYEES

Motion by Councilman Koebelin to approve weekly pay periods for the Highway Union employees. 2nd by Councilman Parker. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

6. Approve biweekly pay periods: Highway/Water/Sewer Superintendent; Comptroller, Deputy Town Clerk, Highway & Court Clerk; Deputy Comptroller; Recreation & Parks Director; Code Enforcement Officer; Town Clerk; Zoning Clerk; Cemetery Caretakers; Cemetery Superintendent; Highway & Town Hall Cleaner; Tax Collector; Registrar of Vital Statistics; Recreation Supervisor.

#6-MOTION TO APPROVE BIWEEKLY PAY PERIODS FOR THE ABOVE-MENTIONED DEPARTMENTS

Motion by Councilman Parker to approve biweekly pay periods for the Highway/Water/Sewer Superintendent; Comptroller, Deputy Town Clerk, Highway & Court Clerk; Deputy Comptroller; Recreation & Parks Director; Code Enforcement

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Officer; Town Clerk; Zoning Clerk; Cemetery Caretakers; Cemetery Superintendent; Highway & Town Hall Cleaner; Tax Collector; Registrar of Vital Statistics; Recreation Supervisor employees. 2nd by Councilman Hitchcock. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

7. Approve monthly pay periods: Town Justices; Town Supervisor; Zoning Board of Appeals Secretary; Town Hall Custodian; Town Councilmen; Town Attorney; Planning Board Secretary; part-time Recreation/Parks employees; Dog Control Officer.

#7-MOTION TO APPROVE MONTHLY PAY PERIODS FOR THE ABOVE-MENTIONED DEPARTMENTS

Motion by Councilman Hitchcock to approve monthly pay periods for the Town Justices; Town Supervisor; Zoning Board of Appeals Secretary; Town Hall Custodian; Town Councilmen; Town Attorney; Planning Board Secretary; part-time Recreation /Parks employees; Dog Control Officer. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

8. Approve annual payments: Zoning Board of Appeals and Planning Board Members
- | | |
|-----------------------------|---------------|
| ZBA/Planning Board Chairmen | \$112.00/mtg. |
| ZBA/Planning Board Members | \$82.00/mtg. |

#8-MOTION TO APPROVE ANNUAL PAYMENTS FOR THE ABOVE MENTIONED POSITIONS

Motion by Councilman Parker to approve annual payments of \$112.00/mtg. for ZBA/Planning Board Chairmen & \$82.00/mtg. for ZBA/Planning Board Members. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

9. Authorize Supervisor to invest Town monies

#9-MOTION TO AUTHORIZE SUPERVISOR MARTIN TO INVEST TOWN MONIES

Motion by Councilman Koebelin to authorize Supervisor Martin to invest Town monies. 2nd by Councilman Hitchcock. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

10. Designate official town newspaper (Olean Times Herald)

#10-MOTION TO DESIGNATE TOWN'S OFFICIAL NEWSPAPER

Motion by Councilman Parker to authorize Supervisor Martin to Designate official town newspaper as the Olean Times Herald. 2nd by Councilman Hitchcock. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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11. Approve Procurement Policy (unchanged from 2018)

#11-MOTION TO APPROVE THE TOWN'S PROCUREMENT POLICY

Motion Councilman Hitchcock to authorize Supervisor Martin to approve the Town's Procurement Policy (unchanged from 2018). 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

12. Approve Investment Policy (unchanged from 2018)

#12-MOTION TO APPROVE THE TOWN'S INVESTMENT POLICY

Motion by Councilman Koebelin to authorize Supervisor Martin to approve the Town's Investment Policy (unchanged from 2018). 2nd by Councilman Parker. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

13. Approve Code of Ethics (unchanged from 2018)

#13-MOTION TO APPROVE THE TOWN'S CODE OF ETHICS

Motion by Councilman Hitchcock to authorize Supervisor Martin to approve the Town's Code of Ethics (unchanged from 2018). 2nd by Councilman Parker. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

14. Designate Official Banks (Five Star & Community Bank)

#14-MOTION TO DESIGNATE TOWN'S OFFICIAL BANKS

Motion by Councilman Parker to authorize Supervisor Martin to Designate official banks as (Five Star & Community Bank). 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

15. Establish Town Board meeting days and times: 2nd & 4th Tuesday of each month at 7pm

#15-MOTION TO ESTABLISH TOWN BOARD MEETING DAYS & TIMES

Motion by Councilman Hitchcock to establish Town Board meeting days and times (2nd & 4th Tuesday of each month) at 7:00pm. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

16. Establish mileage rate (.545 cents per mile)

#16-MOTION TO ESTABLISH THE MILEAGE RATE

Motion by Councilman Parker to establish Town mileage rate (.545 cents per mile). 2nd by Councilman Hitchcock. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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17. Establish per diem rates (per attached)

#17-MOTION TO ESTABLISH THE PER DIEM RATES

Motion by Councilman Hitchcock to establish Town per diem rates (per attached). 2nd by Councilman Parker. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye.

CARRIED:

18. Appoint lawn mower person & groundskeeper and wages: Bob Riehle- \$11.50/hr and Mike Niles at \$3250.00/yr.

#18-MOTION TO APPOINT BOB RIEHLE & MIKE NILES

Motion by Councilman Koebelin to appoint lawn mower person & groundskeeper and wages: Bob Riehle- \$11.50/hr. and Mike Niles at \$3250.00/yr. for 2019. 2nd by Councilman Parker. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

19. Appoint Dog Control Officer: Cindy Nupp: \$5437.00 per year plus mileage

#19-MOTION TO APPOINT DOG CONTROL OFFICER

Motion by Councilman Parker to appoint Dog Control Officer: Cindy Nupp: \$5546.00 per year plus mileage. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

20. Appoint Primary Kennel for 2018 (Town of Olean)

#20-MOTION TO APPOINT PRIMARY KENNEL

Motion by Councilman Parker to appoint Primary Kennel for 2019 (Town of Olean). 2nd by Councilman Hitchcock. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

21. Approve Library Contract with the Village: \$39,850.00 for 2019

#21-MOTION TO APPROVE LIBRARY CONTRACT WITH THE VILLAGE

Motion by Councilman Hitchcock to approve Library Contract with the Village: \$39,850.00 for 2019. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-observe. CARRIED:

22. Approve Overtime beforehand (non-union only)

#22-MOTION TO HAVE OVERTIME PRE-APPROVED

Motion by Councilman Parker to have overtime approved beforehand (non-union only). 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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23. Establish Health Care Buy Back at \$2,000.00/year

#23-MOTION TO ESTABLISH HEALTH CARE BUY BACK

Motion by Councilman Parker to establish Health Care Buy Back at \$2,000.00/year. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

24. Approve Clark-Patterson-Lee as Town Engineer for 2019

#24-MOTION TO ESTABLISH TOWN ENGINEER

Motion by Councilman Hitchcock to approve Clark-Patterson-Lee as Town Engineer for 2019. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

25. Approve Trail Maintenance Worker (Zack Kriner at \$11.50/hr.) for 2019

#25-MOTION TO APPROVE TRAIL MAINTENANCE WORKER

Motion by Councilman Hitchcock to approve Trail Maintenance Worker (Zack Kriner at \$11.50/hr.) for 2019. 2nd by Councilman Parker. Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

26. Approve Court Security Agreement with the Village

#26-MOTION TO APPROVE THE COURT SECURITY AGREEMENT

Motion by Councilman Parker to approve the Special Events Agreement with the Village. 2nd by Councilman Hitchcock. Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

27. Approve Emergency Services Agreement with Village (6 mos.)

#28-MOTION TO APPROVE THE EMERGENCY SERVICES AGREEMENT

Motion by Councilman Parker to approve the Emergency Services Agreement with the Village. 2nd by Councilman Koebelin. Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

28. Approve Committee Appointments for 2019

- | | |
|------------------------------|-------------------------------|
| 1) Negotiation | David Koebelin & Open |
| 2) Personnel | Kathy Martin & David Koebelin |
| 3) Highway | Robert Parker & Open |
| 4) Recreation | Jim Hitchcock & Kathy Martin |
| 5) Building/Grounds & Safety | Jim Hitchcock & Robert Parker |
| 6) Water/Sewer | Jim Hitchcock & Open |
| 7) Technology | Robert Parker & Open |
| 8) Cemetery | Kathy Martin & Jim Hitchcock |
| 9) Parks | Jim Hitchcock & Bob Parker |

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#26-MOTION TO APPROVE COMMITTEE ASSIGNMENTS FOR 2019 LISTED ABOVE:

Motion by Councilman Koebelin to approve Committee Assignments for 2019 as listed below. 2nd by Councilman Hitchcock. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

#27-MOTION TO ADJOURN THE 2019 ORGANIZATIONAL MEETING AT : PM:

Motion by Councilman Hitchcock to adjourn the 2019 Organizational meeting at : PM. 2nd by Councilman Koebelin. Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

Respectfully submitted,

Deryle L. Pinney, Town Clerk
1/2/19
Adjourn