

MINUTES – TOWN OF ALLEGANY ORGANIZATIONAL MEETING FRIDAY, JANUARY 2, 2015 3:00 PM TOWN HALL

PRESENT WERE: Supervisor Hare Councilman Koebelin
Councilman O’Dell Councilman Hitchcock
Councilman Parker Comptroller Hemphill
Town Clerk M. Peck

Also present: H. Larson, F.DeFiore, J. Dzurroff

ABSENT: Highway Superintendent Moshier, Attorney Tuttle

Salute to the Flag at 3:00 pm opened the meeting.

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

Motion by Hare to approve the following one-year appointments and wages:

a. Town Comptroller	Carolyn Hemphill	\$49,370.00/yr
b. Dep. Comptroller	Helen Monroe	\$15.00/hr
c. Town Hall Custodian	Donald Sue	\$11.00/hr
d. Town Hall & Hwy Grg Cleaner	Connie Sue	\$11.00/hr
e. Emergency Preparedness Dir	John E. Hare	\$ -0-
f. Budget Officer	John E. Hare	\$ -0-
g. Dep. Budget Officer	Carolyn Hemphill	\$ -0-
h. Court & Highway Clerk	Cynthia Moshier	\$ 16.53/hr
i. Z. B. A. Secretary	Carolyn Hemphill	\$ 39.36/hr (OT)
j. Water Superintendent	John M. Moshier	\$ 6250.00/yr
k. Sewer Superintendent	John M. Moshier	\$ 6250.00/yr
l. Code Enforcement Officer	Gerard Dzurroff	\$ 47,125.00/yr
m. School Crossing Guard	Ronald Williams	\$ 8.75/hr
n. Dep. Hwy Superintendent	James Hitchcock	\$ -0-
o. Dep. Town Supervisor	James Hitchcock	\$ 300.00/yr
p. Town Historian	Nancy Phearsdorf	\$ 200.00/yr
q. Tax Collector	Mary M. Peck	\$ 4500.00/yr
r. Reg. of Vital Statistics	Mary M. Peck	\$ 2040.00/yr
s. Water Clerk	Carolyn Hemphill	\$ 3130.00/yr
t. Sewer Clerk	Carolyn Hemphill	\$ 2075.00/yr
u. Planning Board Secretary	Lynette Semsel	\$ 75.00/mtg
v. Zoning Clerk	Lynette Semsel	\$ 9.54/hr
w. Cemetery Superintendent	Stephanie Guthrie	\$ 12.48/hr
x. Cemetery Caretakers	Vernon P. Baker	\$ 9.95/hr
	Dana Spring	\$ 11.00/hr
y. Recreation Director	Abigail Kalinowski	\$ 33,000.00/yr
z. Parks Director	Abigail Kalinowski	\$ 2,000.00/yr
aa. Town Assessor	Bobbi Elderkin	\$ 26,010.00/yr
bb. Town Attorney	Wendy A. Tuttle	\$ 27,500.00/yr
cc. Records Management Officer	Mary M. Peck	\$ -0-. 2 ND By

Koebelin. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#2-MOTION TO APPOINT PLANNING BOARD MEMBER

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Motion by Hare to appoint E. Peter Hellier to the Planning Board for a 5-year term 1/1/15 – 12/31/19. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#3-MOTION TO APPOINT ZONING BOARD OF APPEALS MEMBER

Motion by Hare to appoint Ron Kyser as a Zoning Board of Appeals member for a 5-year term, 1/1/15 – 12/31/19. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#4-MOTION TO APPROVE WEEKLY PAY-PERIODS

Motion by Hare to approve weekly pay-periods for highway union employees. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#5-MOTION TO APPROVE BI-WEEKLY PAY PERIODS

Motion by Hare to approve bi-weekly pay-periods; Highway/Water/Sewer Superintendent; Comptroller, Deputy Town Clerk, Highway & Court Clerk; Deputy Comptroller; Recreation Dir. & 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. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#6-MOTION TO APPROVE MONTHLY PAY-PERIODS

Motion by Hare to approve monthly pay-periods: Town Justices; Town Supervisor; Zoning Board of Appeals Secretary; School Crossing Guard; Town Hall Custodian; Town Councilmen, Town Attorney; Planning Board Secretary; part-time Recreation /Parks employees; Dog Control Officer. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#7-MOTION TO APPROVE ANNUAL PAYMENTS

Motion by Hare to approve annual payments: Zoning Board of Appeals and Planning Board Members. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#8-MOTION TO AUTHORIZE SUPERVISOR TO INVEST TOWN MONIES

Motion by Hare to authorize Town Supervisor to invest town monies. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#9-MOTION TO DESIGNATE OFFICIAL TOWN NEWSPAPER

Motion by Hare to designate the Times Herald of Olean, NY as the official town newspaper for Allegany. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#10-MOTION TO APPROVE PROCUREMENT POLICY FOR 2015

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Motion by Hare to approve the Procurement Policy for 2015 which was updated in 2014. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#11-MOTION TO APPROVE INVESTMENT POLICY

Motion by Hare to approve the investment policy for 2015. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#12-MOTION TO APPROVE CODE OF ETHICS FOR 2015

Motion by Hare to approve the Code of Ethics policy for 2015. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#13-MOTION TO DESIGNATE OFFICIAL BANKS FOR TOWN OF ALLEGANY

Motion by Hare to designate Five Star Bank and Community Bank, NA as the official banks for the Town of Allegany. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#14-MOTION TO ESTABLISH PETTY CASH FUNDS

Motion by Hare to establish petty cash funds for Town Clerk and Court Clerk at \$25.00 each. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

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

Motion by Hare to establish Town Board meeting days and times as the 2nd and 4th Tuesdays of each month at 7:00 pm at the Town Hall. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#16-MOTION TO ESTABLISH MILEAGE RATE

Motion by Hare to establish mileage rate per the federal guidelines at .575 cents per mile. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#17-MOTION TO ESTABLISH PER DIEM RATES

Motion by Hare to establish per diem rates per attached sheet. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#18-MOTION TO ESTABLISH PAY RATES FOR ZONING BOARD OF APPEALS & PLANNING BOARD

Motion by Hare to establish pay rates for zoning board of appeals member and planning board members at \$80/meeting; and \$110.00/meeting for the Chair of each board. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#19-MOTION TO APPOINT LAWN MOWER PERSON AND GROUNDSKEEPER AND WAGES

Motion by Hare to Bob Riehle as appoint lawn mower person at \$9.15/hr & Mike Niles as groundskeeper at \$2295.00/yr. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

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#20-MOTION TO APPOINT DOG CONTROL OFFICER

Motion by Hare to appoint Scott Peters as Dog Control Officer for 2015 at: \$5000.00 per year plus mileage. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#21-MOTION TO APPOINT PRIMARY DOG KENNEL FOR 2015

Motion by Hare to appoint Joyful Rescues as the primary dog kennel for 2015. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#22-MOTION TO APPOINT PLANNING BOARD CHAIR

Motion by Hare to appoint Frank DeFiore as planning board chair for 2015. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#23-MOTION TO APPROVE LIBRARY CONTRACT WITH VILLAGE

Motion by Hare to approve the library contract with the Village in the amount of \$35,350.00 for 2015. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#24-MOTION TO APPROVE COURT SECURITY AGREEMENT WITH VILLAGE

Motion by Hare to approve the Court Security Agreement with the Village for 2015. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#25-MOTION TO APPROVE SPECIAL EVENTS AGREEMENT WITH VILLAGE FOR 2015

Motion by Hare to approve the Special Events Agreement with the Village for 2015. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#26-MOTION TO APPROVE EMERGENCY SERVICES AGREEMENT WITH VILLAGE FOR SIX MONTHS

Motion by Hare to approve the Emergency Services Agreement with the Village of Allegany for a six month period. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#27-MOTION TO HAVE OVER-TIME APPROVED BEFORE HAND

Motion by Hare to have all over-time approved before- hand (except for highway union employees). 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

Establish Health-Care Buy-Back --- THIS MATTER TO BE TABLED ***

#28-MOTION TO APPROVE CONTRACT WITH ALLEGHENY PLANNING SERVICES FOR 2015

Motion by Hare to approve the contract with Allegheny Planning Services for 2015 at \$65.00/hr. 2nd by O'Dell. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#29-MOTION TO APPROVE CONTRACT WITH CLARK-PATTERSON-LEE FOR 2015

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Motion by Hare to approve the contract with Clark-Patterson-Lee for 2015 (same as 2014). 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#30-APPROVE APPOINTMENT OF TRAIL MAINTENANCE WORKER FOR 2015

Motion by Hare to approve the appointment of Phil Snyder as trail maintenance worker for 2015 at \$9.21/hr. 2nd by Parker. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#31-MOTION TO APPROVE PARKS & RECREATION WORKERS & WAGES FOR 2015

Motion by Hare to approve the following appointments and wages for 2015:

- a) Gary Phearsdorf \$11.11/hr
- b) Nolan Phearsdorf \$ 8.75/hr
- c) Nancy Phearsdorf \$ 10.15/hr
- d) Jen Margeson \$ 8.75/hr
- e) Lori Lombardo \$ 10.09/hr
- f) Steve Piccirillo \$ 10.86/hr
- g) Chelsea Carey \$ 8.75/hr
- h) Colette Harrison \$ 8.75/hr
- i) Debbie Beatty \$ 9.69/hr
- j) Nicole Barton \$ 8.75/hr
- k) Aquatics Director \$ 9.18/hr
- l) Lifeguards \$ 9.00/hr
- m) Youth Center Supervisor \$ 8.75/hr
- n) Playground Supervisors \$ 8.75/hr
- o) Golf, Tennis, Volleball Inst. \$ 8.75/hr
- p) Parks Maintenance \$ 9.15/hr. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#32-MOTION TO APPROVE COMMITTEE APPOINTMENTS FOR 2015

Motion by Hare to approve the following committee appointments for 2015:

- 1) Negotiation John Hare & David Koebelin
- 2) Personnel Dave O'Dell & David Koebelin
- 3) Highway Robert Parker & John Hare
- 4) Recreation & Parks Jim Hitchcock & Robert Parker
- 5) Building/Grounds & Safety David O'Dell & Robert Parker
- 6) Water/Sewer Jim Hitchcock & John Hare
- 7) Technology John Hare & Robert Parker
- 8) Cemetery John Hare & Jim Hitchcock. 2nd by Hitchcock. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

From the Floor: nothing

#33-MOTION TO ADJOURN MEETING

Motion by Hare to adjourn meeting. 2nd by Koebelin. Koebelin-aye, O'Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

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Meeting adjourned at 3:27 pm

Respectfully submitted,

Mary M. Peck, Town Clerk
1/6/15