

MINUTES – TOWN OF ALLEGANY
ORGANIZATIONAL MEETING
TUESDAY, JANUARY 2, 2018 6:30 PM TOWN HALL

PRESENT WERE:

Supervisor Hare	Councilman Parker
Councilman Hitchcock	Councilwoman Martin
Town Clerk D. Pinney	Comptroller D. Piccioli
Councilman Koebelin	

ABSENT:

Attorney Tuttle	Hwy. Superintendent Moshier
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ALSO PRESENT:

Helen Larson, Frank DeFiore & Carol Hare

Salute to the Flag at 7:00PM opened the meeting

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

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

1. Approve one-year appointments and wages

a. Town Comptroller	Diana Piccioli	\$47,552.00/yr
b. Dep. Comptroller	Rosanne Capra	\$10.87/hr
c. Town Hall Custodian	Donald Sue	\$11.62/hr
d. Town Hall & Hwy Grg Cleaner	Connie Sue	\$11.62/hr
e. Emergency Preparedness Dir	John E. Hare	\$-0-
f. Budget Officer	John E. Hare	\$-0-
g. Dep. Budget Officer	Diana Piccioli	\$-0-
h. Court & Highway Clerk	Cynthia Moshier	\$17.45/hr
i. Z.B.A. Secretary	Donna Stady	\$82.00/mtg
j. Water Superintendent	John M. Moshier	\$6605.00/yr
k. Sewer Superintendent	John M. Moshier	\$6605.00/yr
l. Code Enforcement Officer	Gerard Dzurhoff	\$49,766.00/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	\$4590.00/yr
q. Reg. of Vital Statistics	Deryle L. Pinney	\$2040.00/yr
r. Water Clerk	Diana Piccioli	\$3305.00/yr
s. Sewer Clerk	Diana Piccioli	\$2198.00/yr
t. Planning Board Secretary	Donna Stady	\$82.00/mtg
u. Zoning Clerk	Kari Jones	\$11.00/hr
v. Cemetery Superintendent	Stephanie Guthrie	\$33,000/yr

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w. Cemetery Caretaker	Vernon P. Baker	\$10.40/hr
x. Cemetery Caretaker	Dana Spring	\$11.62/hr
y. Recreation Director	Abigail Kalinowski	\$34,848.00/yr
z. Parks Director	Abigail Kalinowski	\$2081.00/yr
aa. Dep. Town Clerk	Kathleen Redden	\$10.40/hr
bb. Dep. Town Clerk (2)	Kari Jones	\$10.40/hr
cc. Town Assessor	Bobbi Elderkin	\$27,464.00/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	\$10.87/hr
gg. Dep. Water Clerk	Rosanne Capra	\$10.87/hrDep.
hh. Dep. Court Clerk	Bonnie Harrier	\$10.40/hrDep.
ii. Cemetery Equip. Operator	Jeremy Guthrie	\$137.70/grave&\$15.00/hr

2. Parks & Recreation Department Workers

1. Gary Phearsdorf	\$11.40/hr
2. Nancy Phearsdorf	\$10.50/hr
3. Steve Piccirillo	\$11.00/hr
4. Debra Beatty	\$10.40/hr
5. David Bess	\$10.40/hr
6. Laura Decker	\$10.40/hr
7. Barrett Herbert	\$10.40/hr
8. Tiffany Hulse	\$10.40/hr
9. Eve Kinne	\$10.40/hr
10. Danielle Nugent	\$10.40/hr
11. Katie O'Dell	\$10.40/hr
12. Kim Otto	\$10.40/hr
13. Natalie Price	\$10.40/hr
14. Nick Sanders	\$10.40/hr
15. Shannon Weatherley	\$10.40/hr
16. Paul Cleveland	\$10.40/hr
17. Matthew Kuzdzal	\$10.40/hr
18. Aquatics Director	\$10.85/hr
19. Lifeguards	\$10.70/hr
20. Youth Center Supervisors	\$10.40/hr
21. Playground Supervisors	\$10.40/hr
22. Parks Maintenance	\$10.70/hr

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#2-MOTION TO APPROVE PARKS & RECREATIONS PAY RATES

Motion by Supervisor Hare to approve Parks & Recreation pay rates as listed. 2nd by Councilwoman K. Martin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

3. Re-appoint Planning Board member Rick Kavanaugh

#3-MOTION TO REAPPOINT PLANNING BOARD MEMBER RICK KAVANAUGH FOR A 5-YEAR TERM

Motion by Supervisor Hare to re-appoint Planning Board Member Rick Kavanaugh for a 5-year term (1/1/18-12/31/22), he has fulfilled his training requirements. 2nd by Councilman J. Hitchcock. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

4. Reappoint ZBA member Jeff Baxter (tabled until training requirement is met)
5. Approve weekly pay periods: Highway Union Employees

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

Motion by Supervisor Hare to approve weekly pay periods for the Highway Union employees. 2nd by Councilman D. Koebelin. Hare-aye, 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.

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

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

7. Approve monthly payperiods: 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.

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

Motion by Supervisor Hare 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 D. Koebelin. Hare-aye, 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. |

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

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

9. Authorize Supervisor to invest town monies

#8-MOTION TO AUTHORIZE SUPERVISOR HARE TO INVEST TOWN MONIES

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

10. Designate official town newspaper (Olean Times Herald)

#9-MOTION TO DESIGNATE TOWN'S OFFICIAL NEWSPAPER

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

11. Approve Procurement Policy (unchanged from 2017)

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

Motion by Supervisor Hare to authorize Supervisor Hare to approve the Towns Procurement Policy (unchanged from 2017). 2nd by Councilwoman K. Martin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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12. Approve Investment Policy (unchanged from 2017)

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

Motion by Supervisor Hare to authorize Supervisor Hare to approve the Town's Investment Policy (unchanged from 2017). 2nd by Councilman R. Parker. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

13. Approve Code of Ethics (unchanged from 2017)

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

Motion by Supervisor Hare to authorize Supervisor Hare to approve the Town's Code of Ethics (unchanged from 2017). 2nd by Councilman D. Koebelin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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

#13-MOTION TO DESIGNATE TOWN'S OFFICIAL BANKS

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

15. Establish Petty Cash Funds (Town Clerk, Rec. Dept. & Highway Clerk - \$50.00 each)

#14-MOTION TO ESTABLISH PETTY CASH FUNDS

Motion by Supervisor Hare to Establish Petty Cash Funds (Town Clerk, Rec. Dept. & Highway Clerk - \$50.00 each). 2nd by Councilwoman K. Martin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

16. Establish Town Board meeting days and times (2nd & 4th Tuesday of ea. month)

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

Motion by Supervisor Hare to Establish Town Board meeting days and times (2nd & 4th Tuesday of ea. month). 2nd by Councilman R. Parker. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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

#16-MOTION TO ESTABLISH THE MILEAGE RATE

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

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18. Establish per diem rates (per attached)

#17-MOTION TO ESTABLISH THE PER DIEM RATES

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

19. Appoint lawn mower person & groundskeeper and wages: Bob Riehle- \$10.70/hr and Mike Niles at \$3000.00/yr.

#18-MOTION TO APPOINT BOB RIEHLE & MIKE NILES

Motion by Supervisor Hare to appoint lawn mower person & groundskeeper and wages: Bob Riehle- \$10.70/hr. and Mike Niles at \$3000.00/yr. 2nd by Councilman D. Koebelin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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

#19-MOTION TO APPOINT DOG CONTROL OFFICER

Motion by Supervisor Hare to appoint Dog Control Officer: Cindy Nupp: \$5437.00 per year plus mileage. 2nd by Councilman D. Koebelin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

21. Appoint Primary Kennel for 2018 (Town of Hinsdale)

#20-MOTION TO APPOINT PRIMARY KENNEL

Motion by Supervisor Hare to appoint Primary Kennel for 2018 (Town of Hinsdale). 2nd by Councilman D. Koebelin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

22. Approve Library Contract with the Village: \$38,400.00 for 2018

#21-MOTION TO APPROVE LIBRARY CONTRACT WITH THE VILLAGE

Motion by Supervisor Hare to Approve Library Contract with the Village: \$38,400.00 for 2018. 2nd by Councilman D. Koebelin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

23. Approve Court Security Agreement with the Village (tabled)

24. Approve Special Events Agreement with the Village (tabled)

25. Approve Emergency Services Agreement with Village (6 mos.) (tabled)

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26. Approve Overtime beforehand (non-union only)

#22-MOTION TO GET OVERTIME PRE-APPROVED

Motion by Supervisor Hare to get Over-time approved beforehand (non-union only). 2nd by Councilman D. Koebelin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

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

#23-MOTION TO ESTABLISH HEALTH CARE BUY BACK

Motion by Supervisor Hare to Establish Health Care Buy Back at \$2,000.00/year. 2nd by Councilwoman K. Martin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

28. Approve Clark-Patterson-Lee as Town Engineer for 2018

#24-MOTION TO ESTABLISH TOWN ENGINEER

Motion by Supervisor Hare to approve Clark-Patterson-Lee as Town Engineer for 2018. 2nd by Councilwoman K. Martin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

29. Approve Trail Maintenance Worker (Phil Snyder at \$10.70/hr.) for 2018

#25-MOTION TO APPROVE TRAIL MAINTENANCE WORKER

Motion by Supervisor Hare to approve Trail Maintenance Worker (Phil Snyder at \$10.70/hr.) for 2018. 2nd by Councilwoman K. Martin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

#26-MOTION TO APPROVE COMMITTEE ASSIGNMENTS FOR 2018 LISTED BELOW:

Motion by Supervisor Hare to approve Committee Assignments for 2018 as listed below. 2nd by Councilman D. Koebelin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye, Parker-aye. CARRIED:

30. Approve Committee Appointments for 2018

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

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#27-MOTION TO ADJOURN THE 2018 ORGANIZATIONAL MEETING AT 7:50 PM:
Motion by Supervisor J. Hare to adjourn the 2018 Organizational meeting at 7:50 PM.
2nd by Councilwoman K. Martin. Hare-aye, Martin-aye, Koebelin-aye, Hitchcock-aye,
Parker-aye. CARRIED:

Respectfully submitted,

Deryle L. Pinney, Town Clerk
1/2/18
Adjourn