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. Mosher $6,737.00/yr
   k. Sewer Superintendent John M. Mosher $6,737.00/yr
   l. Code Enforcement Officer Gerard Dzuroff $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
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  Stephanie Guthrie  $2,123.00/yr
aa. Dep. Town Clerk  Kathleen Redden  $11.50/yr
bb. Dep. Town Clerk (2)  Danielle Nugent  $11.10/hr
c. Town Assessor  Bobbi Elderkin  $28,003.00/yr
dd. Town Attorney  Wendy A. Tuttle  $27,500.00/yr
e. 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.
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
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:
11. Approve Procurement Policy (unchanged from 2018)

**#11-MOTION TO APPROVE THE TOWN’S PROCUREMENT POLICY**
Motion by 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:
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-obtain. 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:
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
#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