

MINUTES – TOWN OF ALLEGANY ORGANIZATIONAL MEETING TUESDAY, JANUARY 4, 2011 7:00 PM TOWN HALL

PRESENT WERE: Supervisor Eaton Councilman Jonak
Councilman Sendlakowski Councilman Hitchcock
Councilman Hare Hwy Superintendent Gleason
Comptroller C.Hemphill Town Clerk M. Peck

ALSO PRESENT: D.Sue, H.Larson, F.Defiore, B.Boser, N.Mosman, T.Gilbert, M.Lombardo,
D.Bigler, M.Duggan, J.Capozzi, M.Kahm

ABSENT: Attorney Tuttle

Salute to the Flag at 7:00 pm opened the meeting.

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

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

a. Comptroller	Carolyn Hemphill	\$22.81/hr
b. Dep. Comptroller	Helen Monroe	\$14.14/hr
c. Town Hall Custodian	Don Sue	\$10.30/hr
d. Hwy Grg & T.H.Cleaner	Connie Sue	\$10.30/hr
e. Emerg. Preparedness Dir.	Patrick H. Eaton, Sr.	\$ -0-
f. Budget Officer	Patrick H. Eaton, Sr.	\$ -0-
g. Dept. Budget Officer	Carolyn Hemphill	\$ -0-
h. Court/Hwy Clerk	Cindy Moshier	\$15.59/hr
i. Dpt. Court Clerk	Joyce Kibler	\$11.43/hr
j. Z.B.A. Secretary	Carolyn Hemphill	\$37.20/hr (o/t)
k. Water Superintendent	Rodney Gleason	\$8000.00/yr
l. Sewer Superintendent	Rodney Gleason	\$8000.00/yr
m. Code Enforcement Off.	Jerry Dzuroff	\$21.35/hr
n. Recreation Clerk	Lisa Richmond	\$9.50/hr
o. School Crossing Guard	Martha Maroney	\$8.70/hr
p. Dept. Hwy Superintendent	John Hare	\$ -0-
q. Dept. Town Supervisor	Jim Hitchcock	\$300.00/yr
r. EDZ Representative	Ray Jonak	\$ -0-
s. Town Historian	Nancy Phearsdorf	\$200.00/yr
t. Dep. Town Clerk	Joyce Kibler	\$11.43/hr
u. Dep. Town Clerk	Helen Monroe	\$14.14/hr
v. Tax Collector	Mary Peck	\$3500.00/yr
w. Dep. Tax Collector	Andrea Peck	\$7.25/hr
x. Town Attorney	Wendy Tuttle	\$27,000.00/yr
y. Reg. of Vital Statistics	Mary Peck	\$2000.00/yr
z. Records Mgnmnt Officer	Mary Peck	\$ -0-
aa. Water Clerk	Carolyn Hemphill	\$2580.00/yr
bb. Sewer Clerk	Carolyn Hemphill	\$1550.00/yr
cc. Planning Brd. Secretary	Joyce Kibler	\$17.15/hr (o/t)
dd. Zoning Clerk	Joyce Kibler	\$11.43/hr
ee. Cemetery Superintendent	Stephanie Guthrie	\$12.00/hr

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ff. Cemetery Caretakers Vernon P. Baker \$9.75/h
 Ronald Putt \$9.75/hr
gg. Recreation/Parks Dir. Tom Gilbert \$28,000/yr; \$2000.00/yr. 2nd by
 Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#2-MOTION TO APPOINT PLANNING BOARD MEMBER

Motion by Eaton to appoint Rick Kavanagh as planning board member for the term 1/1/11 – 12/31/15. 2nd by Hare. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#3-MOTION TO APPOINT PLANNING BOARD CHAIRPERSON FOR 2011

Motion by Eaton to appoint Robert Phillips as the Planning Board Chairperson for 2011. 2nd by Hare. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#4-MOTION TO APPOINT ZONING BOARD OF APPEALS MEMBER

Motion by Eaton to appoint Don Bigler as Zoning Board of Appeals Member for the term 1/1/11 – 12/31/15. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#5-MOTION TO APPOINT ZONING BOARD OF APPEALS CHAIRPERSON FOR 2011

Motion by Eaton to appoint Don Bigler as Zoning Board of Appeals Chairperson for 2011. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#6-MOTION TO APPROVE WEEKLY PAY-PERIODS FOR HIGHWAY EMPLOYEES

Motion by Eaton to approve weekly pay-periods for highway employees. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#7-MOTION TO APPROVE BI-WEEKLY PAY PERIODS

Motion by Eaton to approve bi-weekly pay periods for Highway/Water/Sewer Superintendent, Comptroller, Recreation Clerk, Deputy Town Clerk, Highway & Court Clerk, Deputy Comptroller, Recreation/Parks Director, Code Enforcement Officer, Town Clerk, Permanent Recreation Supervisor, Deputy Tax Collector, Cemetery Caretakers, Cemetery Superintendent. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#8-MOTION TO APPROVE MONTHLY PAY PERIODS

Motion by Eaton to approve monthly pay periods for Town Justices, Town Supervisor, Tax Collector, Zoning Board of Appeals Secretary, School Crossing Guard, Town Hall Custodian, Town Councilmen, Town Attorney, Planning Board Secretary, Registrar of Vital Statistics, Recreation/Parks Employees, (part-time), Highway Garage & Town Hall Cleaner. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#9-MOTION TO APPROVE ANNUAL PAYMENTS

Motion by Eaton to approve annual payments for Zoning Board of Appeals and Planning Board Members. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

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#10-MOTION TO AUTHORIZE SUPERVISOR TO INVEST TOWN MONIES

Motion by Jonak to authorize Town Supervisor to invest Town Monies. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#11-MOTION TO DESIGNATE OFFICIAL TOWN NEWSPAPER

Motion by Eaton to designate the Times Herald of Olean, New York as the official town newspaper. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#12-MOTION TO DESIGNATE OFFICIAL BANKS

Motion by Eaton to designate Five Star Bank and Community Bank, NA as the official banks for the Town of Allegany. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#13-MOTION TO ESTABLISH PETTY CASH FUNDS

Motion by Eaton to establish petty cash funds in the Court Clerk and Town Clerk offices at \$25.00 each. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#14-MOTION TO ESTABLISH TOWN BOARD MEETING DATES AND TIMES

Motion by Eaton to establish the 2nd and 4th Thursdays at 7:00 pm at the Town Hall as the Town Board meeting dates and times. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#15-MOTION TO ESTABLISH MILEAGE RATE REIMBURSEMENT

Motion by Eaton to establish the mileage rate reimbursement at \$.51 per mile as per the federal rate. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#16-MOTION TO ESTABLISH PER DIEM RATES

Motion by Eaton to establish per diem rates for the Town of Allegany as per the attached sheets. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#17-MOTION TO ESTABLISH PAY RATES FOR ZONING BOARD OF APPEALS AND PLANNING BOARD

Motion by Eaton to establish the following pay rates for 2011:

Zoning Board of Appeals Chair	\$105.00/meeting
Zoning Board of Appeals Member	\$75.00/meeting
Zoning Board of Appeals Secretary	Overtime
Planning Board Chair	\$105.00/meeting
Planning Board Member	\$75.00/meeting
Planning Board Secretary	Overtime. 2 nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. <u>CARRIED.</u>

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

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Motion by Eaton to appoint Mile Niles as groundskeeper at \$2200/yr and Bob Nolan as lawn mower person at \$8.25/hr. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#19-MOTION TO ESTABLISH PAY RATES FOR PARKS & RECREATION DEPT. EMPLOYEES

Motion by Eaton to establish the payrates for the following :

Gary Phearsdorf	\$10.70/hr
Steve Piccirillo	\$10.45/hr
Nancy Phearsdorf	\$ 9.75/hr
Paul Cleveland	\$ 9.70/hr
Lori Lombardo	\$ 9.70/hr
Debra Beatty	\$ 9.40/hr
Robert Phillips	\$ 8.45/hr
Rita Besok	\$ 8.45/hr
Richard Collins	\$ 8.45/hr
Abigail Abdo	\$ 8.40/hr
Ryan Lombardo	\$ 8.40/hr
Jennifer Pleakis	\$ 8.35/hr
Chelsea Carey	\$ 8.30/hr
Jennifer Cleveland	\$ 8.30/hr
Julie Guidice	\$ 7.70/hr
Aquatics Director	\$ 9.00/hr
Lifeguards (2 or more yrs)	\$ 8.50/hr
Lifeguards	\$ 8.25/hr
Playground Directors	\$ 7.50/hr
All other Supervisors	\$ 7.25/hr
Parks Maintenance	\$ 8.85/hr
Lynn Shaffer	\$ 9.60/hr
Ryan Lombardo (8 yrs)	\$ 9.60/hr. 2 nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. <u>CARRIED.</u>

#20-MOTION TO APPROVE CONTRACT WITH ALLEGHENY PLANNING SERVICES FOR 2011

Motion by Eaton to approve the contract with Allegheny Planning Services for 2011. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#21-MOTION TO APPROVE THE PROCUREMENT POLICY FOR THE TOWN OF ALLEGANY

Motion by Eaton to approve the procurement policy for the Town of Allegany for 2011. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#22-MOTION TO APPROVE INVESTMENT POLICY FOR THE TOWN OF ALLEGANY

Motion by Eaton to approve the investment policy for the Town of Allegany for 2011. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#23-MOTION TO APPROVE THE CODE OF ETHICS FOR THE TOWN OF ALLEGANY FOR 2011

Motion by Eaton to approve the code of ethics for the Town of Allegany for 2011. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

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1. Appointment of Dog Control Officer for 2011 (Al Morrow) *****TABLE*****

2. Approval of Primary Dog Kennel Agreement for 2011 – (Joyful Rescues) *****TABLE*****

#24-MOTION TO APPOINT TOWN ENGINEER

Motion by Eaton to appoint Tom McElheny of Clark, Patterson, Lee as the Town Engineer for 2011. 2nd by Hare. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye.

CARRIED

3. Approval of Contract for use of Old High School Gym. *****TABLE*****

#25-MOTION TO APPROVE LIBRARY CONTRACT

Motion by Eaton to approve the Library Contract with the Village of Allegany for 2011 in the amount of \$30,000.00. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#26-MOTION TO APPROVE POLICE CONTRACT

Motion by Eaton to approve the Police Contract with the Village of Allegany in the amount of \$17,150.00 per year. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#27-MOTION TO APPROVE COURT SECURITY CONTRACT WITH VILLAGE OF ALLEGANY

Motion by Eaton to approve the Court Security Contract with the Village of Allegany for 2011. 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#28-MOTION TO APPROVE SPECIAL EVENTS AGREEMENT WITH VILLAGE OF ALLEGANY

Motion by Eaton to approve the Special Events Agreement with the Village of Allegany for 2011. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye.

CARRIED.

#29-MOTION TO HAVE ALL OVERTIME APPROVED

Motion by Eaton to have all overtime approved by the Town Supervisor (except highway/union employees). 2nd by Jonak. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye.

CARRIED.

#30-MOTION TO ESTABLISH HEALTH CARE BUY-BACK

Motion by Eaton to keep the health-care buy-back at \$1750.00 per year. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

#31-MOTION TO APPOINT MARK LOMBARDO AS RECREATION CONSULTANT

Motion by Eaton to appoint Mark Lombardo as recreation consultant at \$25.00 per hour not to exceed \$2000.00. 2nd by Sendlakowski. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

COMMITTEES

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Negotiation	Patrick H. Eaton, Sr. and Ray Jonak
Personnel	John E. Hare and Patrick H. Eaton, Sr.
Highway	Jim Hitchcock and John E. Hare
Recreation & Parks	Jim Hitchcock and Ray Jonak
Building, Grounds & Safety	Hans Sendlakowski and Ray Jonak
Water/Sewer	Jim Hitchcock and Patrick H. Eaton, Sr.
Technology	Hans Sendlakowski and John E. Hare
Cemetery	Hans Sendlakowski and Ray Jonak

From the Floor: Mel Duggan questioned about costs of retirement and health care.

#32-MOTION TO ADJOURN MEETING

Motion by Jonak to adjourn meeting. 2nd by Hitchcock. Jonak-aye, Sendlakowski-aye, Hitchcock-aye, Hare-aye, Eaton-aye. CARRIED.

Meeting adjourned at 7:15 pm

Respectfully submitted,

Mary M. Peck, Town Clerk
1/5/11