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

ABSENT: John Moshier, Hwy Superintendent, Attorney Tuttle

ALSO PRESENT: J.Dzuroff- CEO, D.Porter Town Justice

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

Town Justice David F. Porter swore in the newly elected officials: Town Supervisor, John Hare, Town Councilmen, Jim Hitchcock and Robert Parker, Town Clerk – Mary Peck

#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  $48,400.00/yr
b. Dep. Comptroller  Helen Monroe  $14.70/hr
c. Town Hall Custodian  Donald Sue  $10.72/hr
d. Town Hall & Hwy Grg Cleaner  Connie Sue  $10.72/hr
e. Emergency Preparedness Dir  John Hare  $ -0-
f. Budget Officer  John Hare  $ -0-
g. Dep. Budget Officer  Carolyn Hemphill  $ -0-
h. Court & Highway Clerk  Cynthia Moshier  $16.21/hr
i. Z.B.A. Secretary  Carolyn Hemphill  $38.58/hr (OT)
j. Water Superintendent  John M. Moshier  $6,000.00/yr
k. Sewer Superintendent  John M. Moshier  $6,000.00/yr
l. Code Enforcement Officer  Gerard Dzuroff  $46,200.00/yr
m. School Crossing Guard  Gayle Swatt  $8.70/hr
n. Dept. Hwy Superintendent  Jim Hitchcock  $ -0-
o. Dep. Town Supervisor  Jim Hitchcock  $ 300.00/yr
p. Town Historian  Nancy Phearsdorf  $ 200.00/yr
q. Tax Collector  Mary M. Peck  $4,000.00/yr
r. Reg. of Vital Statistics  Mary M. Peck  $2040.00/yr
s. Water Clerk  Carolyn Hemphill  $3065.00/yr
t. Sewer Clerk  Carolyn Hemphill  $2035.00/yr
u. Planning Board Secretary  Lynette Semsel  $75.00/meeting
v. Zoning Clerk  Lynette Semsel  $9.36/hr
w. Cemetery Superintendent  Stephanie Guthrie  $12.48/hr
x. Cemetery Caretakers  Vernon P. Baker  $9.95/hr
   Ronald Putt  $9.95/hr
   Recreation/Parks Director  Abigail Kalinowski  $35,000.00/yr
   Dep. Town Clerk  Michelle Trietley  $9.50/hr
   Town Assessor  Bobbi Elderkin  $25,500.00/yr
   Town Attorney  Wendy A. Tuttle  $27,500.00/yr
   Records Management Officer  Mary M. Peck  $ -0-

Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.
MINUTES – TOWN OF ALLEGANY ORGANIZATIONAL MEETING
THURSDAY – JANUARY 2, 2014  7:00 PM TOWN HALL

#2-MOTION TO APPOINT PLANNING BOARD MEMBER
Motion by Hare to appoint Frank DeFiore as Planning Board Member for a 5-year term (1/1/14 – 12/31/18); And also to appoint him as Chairman for 1/1/14 – 12/31/14.  2nd by O’Dell. 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 John Jones as Zoning Board of Appeals Member for a 5-year term (1/1/14 – 12/31/18); and to also appoint him as Chairman for 1/1/14 – 12/31/14.  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 union employees.  2nd by Hitchcock. 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 for the following: 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.  2nd by Koebelin. 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 for the following: 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 Hitchcock. 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 for the following: 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 the Town Supervisor to invest Town monies.  2nd by Koebelin. 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 official town newspaper: Olean Times Herald.  2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye.  CARRIED.

#10-MOTION TO APPROVE THE PROCUREMENT POLICY
Motion by Hare to approve the Procurement Policy (this was updated in 2013). 2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#11-MOTION TO APPROVE THE INVESTMENT POLICY
Motion by Hare to approve the Investment Policy 2nd by Parker. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#12-MOTION TO APPROVE CODE OF ETHICS
Motion by Hare to approve the Code of Ethics. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#13-MOTION TO DESIGNATE OFFICIAL BANKS
Motion by Hare to designate official banks: Five Star Bank and Community Bank NA. 2nd by Koebelin. 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 & Town Court Clerk at $25.00 each. 2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#15-MOTION TO ESTABLISH TOWN BOARD MEETING DAYS AND TIME
Motion by Hare to establish Town Board meeting dates and times as the 2nd & 4th Tuesdays @ 7:00 pm. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#16-MOTION TO ESTABLISH MILEAGE RATE REIMBURSEMENT
Motion by Hare to establish mileage rate reimbursement at $.56/mile. 2nd by Hitchcock. 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 as per the attachment at the end of the minutes. 2nd by Koebelin. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#18-MOTION TO ESTABLISH PAY RATES FOR ZONING BOARD OF APPEALS AND PLANNING BOARD MEMBERS
Motion by Hare to establish pay rates for Zoning Board of Appeals and Planning Board Members: Chairmen: $105.00/meeting & Board Members: $75.00/meeting. 2nd by Parker. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#19-MOTION TO APPOINT LAWN MOWER PERSON AND GROUNDSKEEPER/ WAGES
Motion by Hare to appoint Mike Niles as groundskeeper at $2295.00/yr and the lawn mower person will earn $9.03/hr. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#20-MOTION TO APPOINT DOG CONTROL OFFICER
Motion by Hare to appoint Hugh A. Morrow as Dog Control Officer at $5000.00 per year plus mileage. 2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#21-MOTION TO APPOINT PRIMARY KENNEL FOR 2014
Motion by Hare to appoint Joyful Rescues as the Primary Kennel for 2014 (same agreement as 2013). 2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#22-MOTION TO APPROVE THE LIBRARY CONTRACT WITH THE VILLAGE
Motion by Hare to approve the Library Contract with the Village at $31,350.00/yr. 2nd by Koebelin. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-abstain, Hare-aye. CARRIED.

#23-MOTION TO APPROVE COURT SECURITY AGREEMENT WITH THE VILLAGE
Motion by Hare to approve the Court Security Contract with the Village of Allegany. 2nd by Parker. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#24-MOTION TO APPROVE SPECIAL EVENTS AGREEMENT WITH THE VILLAGE
Motion by Hare to approve Special Events Agreements with the Village of Allegany. 2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#25-MOTION TO HAVE OVERTIME APPROVED BEFORE-HAND
Motion by Hare to have overtime approved before-hand (non-union). 2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#26-MOTION TO ESTABLISH HEALTH-CARE-BUY-BACK
Motion by Hare to establish health-care buy-back at $1750.00 per year. 2nd by O’Dell. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#27-MOTION TO APPROVE CONTRACT WITH ALLEGHENY PLANNING SERVICES
Motion by Hare to approve contract with Allegheny Planning Services for 2014 at the 2013 rate. 2nd by Koebelin. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#28-MOTION TO APPROVE CONTRACT WITH CLARK-PATTERSON-LEE
Motion by Hare to approve the contract with Clark-Patterson-Lee as Town Engineer for 2014, with Mr. McElheney as the Engineer and at 2013 rate. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.
Resolution to approve the Emergency Services Agreement with the Village of Allegany.

***TABLE AS NEW AGREEMENT TO BE WRITTEN***

#29-MOTION TO APPOINT TRAIL MAINTENANCE WORKER
Motion by Hare to appoint Phil Snyder as trail maintenance worker at $9.21/hr. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#30-MOTION TO APPROVE PARKS & RECREATION WORKERS & WAGES
Motion by Hare to approve the following parks & recreation workers and wages:

a). Gary Phearsdorf $11.01/hr
b). Nolan Phearsdorf $ 8.67/hr
c). Nancy Phearsdorf $10.05/hr
d). Jen Margeson $ 8.57/hr
e). Lori Lombardo $ 9.99/hr
f). Steve Piccirillo $10.76/hr
g). Chelsea Carey $ 8.57/hr
h). David Washington $ 8.00/hr
j). Tim Lavis $ 8.00/hr
k). Colette Harrison $ 8.00/hr
l). Paul Cleveland $ 9.99/hr
m). Debbie Beatty $ 9.69/hr
n). Julie Guidice $ 8.00/hr
o). Aquatics Director $ 8.67/hr
p). Lifeguards (+2 yrs exp.) $ 8.67/hr
q). Lifeguards $ 8.42/hr. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

#31-MOTION TO APPROVE THE FOLLOWING COMMITTEES
Motion by Hare to approve the following committee appointments:

Negotiation John Hare & David Koebelin
Personnel John Hare & David Koebelin
Highway David O’Dell & John Hare
Recreation & Parks Jim Hitchcock & Robert Parker
Building/Grounds & Safety David O’Dell & John Hare
Water/Sewer Jim Hitchcock & John Hare
Technology John Hare & Robert Parker
Cemetery David O’Dell & Jim Hitchcock. 2nd by Koebelin.
Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.

From the Floor: Nothing from the floor.

#32-MOTION TO ADJOURN
Motion by Hare to adjourn meeting. 2nd by Hitchcock. Koebelin-aye, O’Dell-aye, Hitchcock-aye, Parker-aye, Hare-aye. CARRIED.
Meeting adjourned at 7:29 pm

Respectfully submitted,

Mary M. Peck, Town Clerk
1/3/14

Adjourn