

ORGANIZATIONAL MEETING, GREAT VALLEY TOWN BOARD, JANUARY 8, 2018

The Great Valley Town Board held an organizational meeting on January 8, 2018 at 7:00 pm at the Great Valley Town Hall with the following members present:

PRESENT	Supervisor	Dan Brown
	Councilman	Gerry Musall
	Councilwoman	Lori Finch
	Councilwoman	Becky Kruszynski
	Councilwoman	Sandra Goode
	Code Officer	Rich Rinko
	Plan. Board Chair	Chris Schena
	Supervisor's Clerk	Hildagarde Krause
	Attorney	Peter Sorgi

ABSENT Highway Supt. Jack Harrington

OTHERS: Co. Legislator Sue Labuhn, Co. Legislator Dave Koch, County Administrator Jack Searles, Director of Co. Real Property Services Dan Martonis, Planning Brd Member Al Puszcz, and members of the community, as signed in, see attached.

Supervisor Brown called the meeting to order and led the Pledge of Allegiance at 7:00 pm.

Supervisor Brown acknowledged the dedication of our County Legislators, and thanked them for their service, and for taking calls concerning tax bills over the New Year's holiday. The Supervisor then read the timeline of the actions leading up to the current tax situation as follows:

3-14-17 Town accountants advised the Town Board to take action to have the annual Sales Tax allotment in the form of a check, instead of an off-set to the County taxes.

4-10-17 Supervisor Brown stated any change in appropriation of Sales Tax money must be handled by resolution by September 1. Matter was tabled until next regular meeting.

5-8-17 RESOLUTION 10-2017 County Sales Tax Payments

WHEREAS the Town of Great Valley wishes to receive direct quarterly payments of its allocation of sales taxes from the County of Cattaraugus,

NOW ON MOTION of Supervisor Brown, seconded by Councilman Musall, it is hereby

RESOLVED by the Town Board of the Town of Great Valley that the Town of Great Valley does, by this resolution notify the County of Cattaraugus of its election effective for 2018 and thereafter to receive the sales tax allocation in direct payments to the Town of Great Valley in quarterly increments each year.

On Roll Call vote:	Supervisor Brown	YES
	Councilman Musall	YES
	Councilwoman Finch	YES
	Councilwoman Rockwell	YES

Adopted this 8th day of May 2017.

Supervisor stated that work on the Town Budget began in August. The Board very conservatively estimated the Sales Tax allotment for the coming year.

Dan Martonis, Director of Real Property Tax Service, Catt. Co. stated the Sales Tax projected amount was formerly used to reduce the County portion of the property taxes. The Town decided to use that money in the Town's Budget. The increase in the County's portion of the tax bills is not because of the Town's purchase of new trucks, or as a result of the County assessing the Town.

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Jack Searles, County Administrator stated the Sales Tax allotment was roughly \$500,000.00, and that amount will be used to project figures in the future in the Town Budget. Out of 32 towns in the County, 29 have opted to do this. This gives the Towns the opportunity to invest this money to earn interest on these funds throughout the year.

Supervisor Brown discussed the purchase of two new trucks by the Town, and stated the first truck was paid for through Equipment money that has been set aside and saved for such a purchase. The second truck was purchased to replace the damaged 2002 truck, and was paid for with insurance money and CHIPs money from New York State. The Town has never borrowed money, or paid interest to a third party to purchase new equipment.

Attorney Peter Sorgi stated that after researching the problem, he would advise the Town Board to ask the NY State Legislature for permission to re-write the Town Budget, citing estimation errors. This would enable the Town to change the tax warrant, and re-issue tax bills. If that is not possible, the bills must remain as they are, and next year the Town Budget will show more accurate Sales Tax figures, and would result in a reduction of the Town Tax Levy.

MOTION was made by Supervisor Brown, seconded by Councilman Musall to conduct a Special Meeting of the Town Board on Monday, January 22, 2018 at the Town Hall at 7:00 pm to inform residents of the progress made. All in agreement.

MINUTES

MOTION was made by Supervisor Brown, seconded by Councilwoman Kruszynski to accept the minutes of the December 11 and the December 27 meetings. All in agreement.

SUPERVISOR'S REPORT

MOTION was made by Councilwoman Kruszynski, seconded by Councilman Musall to accept the Supervisor's Report for December. All in agreement.

FINANCIAL REPORT

MOTION was made by Councilman Musall, seconded by Councilwoman Finch to accept the Financial Report for November. All in agreement.

MOTION was made by Councilwoman Finch, seconded by Councilwoman Goode to accept and sign the Agreement to Spend Highway Funds-2018. All in agreement.

REPORT FROM TOWN OFFICIALS

Assessor – Assessor will be at the Town Hall on Tuesday 9:30 am to 7:00 pm thru tax season. Assessor is also available at the County Bldg. Mondays, and Wed-Fri from 8:00 am to 5:00 pm and can be reached at 938-2224. Exemption renewal letters have been mailed, and must be received by March 1 to be eligible for the 2018 Tax Roll.

Planning Board – Chris Schena reported the following:

- Meeting on Wednesday to discuss a minor subdivision on Plum Brook Road.

MOTION was made by Supervisor Brown, seconded by Councilwoman Goode to reappoint Stephen Ward to the Planning Board for a five year term. All in agreement.

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Zoning Board of Appeals – no report.

Building Code Officer – Rich Rinko reported the following:

- No building permits were issued for December
- Working with Cell Tower contractor for site finish work
- Working with Attorney on Lake Erie Tobacco sprinkler system violations

Highway Superintendent – Supervisor Brown reported the following:

- Plowing snow
- Good supply of sand/salt
- New trucks have been delivered and are working well.

OLD BUSINESS

No old business

NEW BUSINESS

MOTION was made by Councilwoman Finch, seconded by Councilwoman Goode to request a traffic study by NYS DOT to determine the possibility of reducing or eliminating the passing zone on US Rte 219 in front of the Town Hall building. All in agreement.

2018 SALARIES OF TOWN OFFICIALS

SUPERVISOR	\$16,000 ANNUALLY	PD MONTHLY
TOWN CLERK/TAX COLL.	18,500 ANNUALLY	PD BI-WEEKLY
TOWN JUSTICE/2@10,800 EA	23,600 ANNUALLY	PD MONTHLY
COUNCIL/4@2200 EA	8,800 ANNUALLY	PD SEMI-ANNUALLY
HIGHWAY SUPERINTENDENT	54,366 ANNUALLY	PD BI-WEEKLY

APPOINTMENTS

DEPUTY CLERK	DEBORAH STOKES	\$.00 ANNUALLY
DEPUTY HIGH. SUPT	RANDY PEPLINSKI	EXTRA WEEK VACATION
CODE ENFORCEMENT OFF.	RICHARD RINKO	12,575.00 ANNUALLY
ASSESSOR – OUTSIDE SERVICE	HOLEWINSKI	10,000.00 ANNUALLY
	MARTONIS	10,000.00 ANNUALLY
BUDGET OFFICER	D. BROWN & H. KRAUSE	550.00 ANNUALLY
COURT CLERK	DEBORAH STOKES	12,500.00 ANNUALLY
SUPERVISOR CLERK	HILDAGARDE KRASUE	9,000.00 ANNUALLY
DEP. SUPERVISOR CLERK	DANIEL BROWN	AS NEEDED
PLANNING BOARD/ZONNING BOARD OF APPEALS		
CHAIRMAN	CHRIS SCHENA	1,750.00 ANNUALLY
	JEFFREY RAMSTEN	750.00 ANNUALLY
	STEPHEN WARD	750.00 ANNUALLY
	DONALD ROLL	750.00 ANNUALLY
	ALOIS PUSZCZ	750.00 ANNUALLY
	JEFF RAMSTEN	750.00 ANNUALLY
	AMY DETINE	750.00 ANNUALLY

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PLANNING BOARD CLERK	CONNIE BRENNAN	832.00 ANNUALLY
ASSESS.REVIEW BOARD	CONNIE BRENNAN	150.00 ANNUALLY
	AMY DETINE	150.00 ANNUALLY
	WILLIAM DELITY	150.00 ANNUALLY
DOG CONTROL OFFICER	ERIC BUTLER	2,800.00 ANNUALLY
TOWN HISTORIAN	MARILYN SIPERREK	500.00 ANNUALLY
DIR. OF SENIOR CITIZENS	BARBARA SERGEL	350.00 ANNUALLY
DIR. OF YOUTH PROGRAM	REBECCA PIERCE	300.00 ANNUALLY
ACCOUNTANTS	BERRY & BERRY CPA'S	7,600.00 ANNUALLY
AUDITING	BERRY & BERRY CPA'S	2,200.00 ANNUALLY
ENGINEER	MDA CONSULTING ENGINEERS	AS NEEDED
TOWN ATTORNEY	HOPKINS, SORGI, ROM	10,000.00 ANNUALLY
TOWN HALL CUSTODIAN	CHARLENE NANNEN	13.50 HOUR

DISGNATIONS

OFFICIAL NEWSPAPER	OLEAN TIMES HERALD
OFFICIAL DEPOSITORIES	FIVE STAR BANK
	MANUFACTURES & TRADERS TRUST

MOTION was made by Councilwoman Goode, seconded by Councilwoman Kruszynski to accept all appointments and designations for 2018. All in agreement.

BY RESOLUTION

HIGHWAY HOURLY WORKERS WAGE	\$20.98 /HOUR	(R.FLUENT)
HIGHWAY HOURLY WORKERS WAGE	\$19.57/HOUR	(R. PEPLINSKI)
HIGHWAY HOURLY WORKERS WAGE	\$19.19/HOUR	(C. SMITH)
HIGHWAY HOURLY WORKERS WAGE	\$17.00/HOUR	(N. DUNKLEMAN)
PART-TIME HIGHWAY HOURLY WAGE	\$10.71/HOUR	
YOUTH PROGRAM INSTRUCTOR	\$12.40/HOUR	
YOUTH PROGRAM AIDES	\$ 10.40/HOUR	
SUMMONS SERVER	\$15.00/SUMMONS	
MILEAGE REIMBURSEMENT	\$.55/MILE	

MOTION was made by Councilwoman Kruszynski, seconded by Councilwoman Goode to accept salaries for 2018. All in agreement.

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The following resolutions were read and adopted by vote as follows:

RESOLUTION 1-2018 BUDGET TRANSFERS

RESOLVED that the Town Board of the Town of Great Valley authorizes the Supervisor to make any and all budget transfers and increases from excess current year revenues at the 2018 year end board meeting and are to be reported at the next regular board meeting.

ADOPTED VOTE: 4 Yes 0 Noes

RESOLUTION 2-2018 PAYING BILLS AND INVESTING MONEY

RESOLVED that the Town Board of the Town of Great Valley authorizes the Supervisor to pay bills before the regular board meeting to save interest charges and invest moneys at his discretions.

ADOPTED VOTE: 4 Yes 0 Noes

RESOLUTION 3-2018 MINUTES

RESOLVED that the Town Clerk will submit a copy of her minutes fourteen days after any meeting of the Town Board of the Town of Great Valley to the Supervisor and each Town Board member.

ADOPTED VOTE: 4 Yes 0 Noes

RESOLUTION 4-2018 YOUTH PROGRAM

WHEREAS, it is necessary to make applications to the Cattaraugus County Youth Bureau/New York Office of Children and Family Services and

WHEREAS, it is necessary for the Chief Executive to sign for the Town of Great Valley, now therefore, be it

RESOLVED that the Town Board does hereby authorize the Supervisor of the Town of Great Valley, to enter into agreements with the Cattaraugus County Youth Bureau/New York State Office of Children and Family Services to run youth programs for the 2017 program year ending December 31, 2018.

ADOPTED VOTE: 4 Yes 0 Noes

RESOLUTION 5-2018 REGISTRAR FEES

RESOLVED that the Registrar's salary is included with the Town Clerk's wages and that all money collected by the Registrar is the property of the municipality.

ADOPTED VOTE: 4 Yes 0 Noes

RESOLUTION 6-2018 NYS RETIREMENT

RESOLVED that the Town Board establishes the following as a standard workday for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employee's Retirement System:

ELECTED OFFICIALS

Supervisor, Councilpersons, Town Clerk/Tax Collector, Justices; a five day work week consisting of a six hour day

Superintendent of Highways; a five day work week consisting of an eight hour day

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APPOINTED OFFICIALS

Court Clerk, Water Systems Operations Manager, Code Officer, Dog Control Officer, Members of Planning Board/Zoning Board of Appeals; a five day work week consisting of a six hour day.

Dog Control Officer's reporting shall be set at 2.2 hours per month.

ADOPTED VOTE: 4 Yes 0 Noes

RESOLUTION 7-2018 WORKING HIGHWAY SUPERINTENDENT

RESOLVED by the Town Board that the Highway Superintendent for the Town will be expected to work, on an average, the same amount of time each day as a full-time Town Highway Employee, and if the Highway Superintendent is unable or unwilling to do so, the salary for the position will revert to \$35,000.00 per year.

ADOPTED VOTE: 4 Yes 0 Noes

RESOLUTION 8-2018 GRANT WRITING FEES

RESOLVED by the Town Board of the Town of Great Valley to compensate a grant writer in the amount of \$125.00 per grant written and accepted.

ADOPTED VOTE: 4 Yes 0 Noes

PROCUREMENT POLICY

RESOLVED that the Town Board reviewed the Town of Great Valley's Procurement Policy and will adopt the same.

ADOPTED VOTE: 4Yes 0 Noes

INVESTMENT POLICY

RESOLVED that the Town Board reviewed the Town of Great Valley's Investment Policy and will adopt the same.

ADOPTED VOTE: 4Yes 0 Noes

MOTION to enter into Executive Session was made by Supervisor Brown, seconded by Councilman Musall at 8:25 pm. All in agreement.

MOTION to adjourn Executive Session was made by Supervisor Brown, seconded by Councilwoman Finch at 8:37 pm. All in agreement.

AUDIT

Claims No. 1 through No. 15 General Fund totaling \$5,171.64 were audited.

Claims No. 1 through No. 7 Highway Fund totaling \$220,150.78 were audited.

Claims No. 1 through No. 6 Special Districts totaling \$6,187.89 were audited.

MOTION was made by Councilman Musall, seconded by Councilwoman Finch to adjourn the meeting at 8:41 pm. All in agreement.

Respectfully Submitted,

_____, Toni Evans, Town Clerk