

**WALES TOWN BOARD MEETING
ORGANIZATIONAL MEETING
Minutes of January 13, 2015**

The 1st meeting of the Wales Town Board was held on the 13th day of January, 2015 at the Wales Community Center, 12345 Big Tree Road, Wales Center, New York..

The meeting was called to order by Supervisor Rickey Venditti at 7:00 pm EST

ROLL CALL: Supervisor Rickey Venditti
Councilman Gerald Klinck
Councilwoman Jude Hartrich
Councilman Donald Butcher
Absent: Councilman Michael Simon

also present: Attorney Ronald Bennett, CRA Engineering, Building Inspector Walter Raichel, and 11 residents whose names are on file.

INVOCATION: led by Councilman Donald 1Butcher

PLEDGE OF ALLEGIANCE:
led by Councilman Gerald Klinck

ADOPTION OF AGENDA:

MOTION # _____ by Councilman Klinck. second Councilman Donald Butcher, approving the agenda as presented. CARRIED

ACCEPTANCE OF MINUTES:

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Donald Butcher, approving the Town Clerk's minutes of December 30th, 2014 as presented. CARRIED

PUBLIC COMMENTS: NONE

ADOPTION OF RULES OF PROCEDURE OF TOWN BOARD MEETINGS FOR

2015:* Call to Order By the Supervisor

- * Roll Call
- * Invocation
- * Pledge of Allegiance
- * Adoption of Agenda
- * Acceptance of Minutes of Prior Meeting(s)
- * Invitation for Public Comment on Agenda Items
- * Old Business
- * New Business
- * Communications
- * Reports of Department Heads
- * Reports of Committees
- * Representatives of Community Organizations
- * Second Invitation for Public Comment
- * Review and Action of Supervisor's Report
- * Review and Action of Town Clerk's Monthly Report
- * Action of General Fund Bills
- * Action of Highway Fund Bills
- * Adjournment

MOTION # _____ by Councilwoman Jude Hartrich, second Councilman Gerald Klinck, approving the "Adoption of Rules of Procedure for Town Board Meetings - 2015" as outlined above. CARRIED

1. SALARIES FOR TOWN OFFICERS AND EMPLOYEES - 2015

MOTION # _____ by Councilman Gerald Klinck, second Councilman Donald Butcher, approving the list of 2015 Salaries for Town Officers and Employees as attached and reported. Note that all payrolls will be paid out of .1 accounts. CARRIED

2. AUTHORIZATION TO PAY OFFICIALS FOR USE OF HOME FACILITIES

MOTION # _____ by Councilman Donald Butcher, second Councilman Gerald Klinck, approving the Highway Superintendent to receive \$10.00 per month for radio home usage. CARRIED

3. DESIGNATE PERSONS OR PERSONS TO SIGN AND COSIGN CHECKS

MOTION # _____ by Councilman Gerald Klinck, second Councilman Donald Butcher, designating Supervisor Rickey Venditti or Gerald Klinck and Melinda Eaton or Linda Hausauer as co-signers for Town checks. CARRIED

4. DESIGNATE OFFICIAL BANKS

MOTION # _____ by Councilman Donald Butcher, second Councilwoman Jude Hartrich, approving M & T Bank, Bank of America, Five Star Bank, Bank of Holland, HSBC, Key Bank and Chase Bank as official banks with which the town will do business. CARRIED

5. AUTHORIZE SUPERVISOR TO RENT SPACE FOR TOWN FUNCTIONS

MOTION # _____ by Councilman Donald Butcher second Councilman Gerald Klinck, authorizing the supervisor to rent space for town functions for such things as public hearings, etc., as needed. CARRIED

6. DESIGNATE OFFICIAL NEWSPAPER

MOTION # _____ by Councilman Gerald Klinck, second Councilwoman Jude Hartrich, approving the East Aurora Advertiser as the official newspaper for the Town of Wales. CARRIED

7. AUTHORIZE TOWN OFFICIALS TO ATTEND THEIR RESPECTIVE LOCAL ASSOCIATION MEETINGS AT TOWN EXPENSE

MOTION # _____ by Councilman Donald Butcher, second Councilwoman Jude Hartrich, approving town officials to attend their respective local association meetings at town expense. Out of town and overnight meetings will require a special request and approval by the Town Board. Detailed receipts and vouchers are required. CARRIED

8. REVIEW TOWN OF WALES PROCUREMENT POLICY - 2015

MOTION # _____ by Councilman Donald Butcher, second Councilman Gerald Klinck, approving the Procurement Policy – 2015. Policy remains as it was for 2014 CARRIED

9. AUTHORIZE TAX COLLECTOR TO COLLECT TAXES - 2015

MOTION # _____ by Councilman Gerald Klinck, second Councilman Donald Butcher, authorizing the tax collector to collect **Town and County** taxes due by March 16th without penalty. Penalties added as follows: if paid on or after March 16th to April 30th inclusive add 7.5%. On May 1st the 7.5% penalty fee is added to the levy, forming the base tax then due, thereafter interest is added to the base at the rate of 1.5% interest per month on the 1st of each month, making 18.78% in all, when unpaid taxes are sold in November. Residents have the option to pay at least one half of the bill and the remainder can be paid in installments (max. of 4) however, the 7.5% penalty will still be applied to the unpaid balance as of the due date. **School Taxes** taxes due by Oct. 15th without penalty. Penalties added as follows: 7.5% will be charged from Oct. 15th through Oct. 31st. Nine percent (9%) will be charged from Nov. 1st to Nov. 30th. Last day for payment is Nov. 30th. Unpaid taxes are then returned to the county and added to the county tax roll as a relieved school tax unless paid to the county by Nov. 31st. CARRIED

10. AUTHORIZATION TO PAY MILEAGE TO ALL TOWN OFFICIALS

MOTION # _____ by Councilman Donald Butcher, second Councilwoman Jude Hartrich, authorizing the payment of \$.50 per mile to all town officials for use of their cars on official town business. This will not apply to mileage from residence to places of performance of official duties. CARRIED

11. APPOINTMENT OF OFFICERS - 2015

MOTION # _____ by Councilwoman Jude Hartrich, second Councilman Donald Butcher, approving the following appointment:

**Building Inspector/Code Enforcement Officer - Walter Raichel, Clerk Ellen Bapst*

**Historian – Dee Zeigel*

**Property Manager/RMO - Melinda Eaton*

**Town Attorney - Ronald Bennett*

**Town Prosecutor – Phyllis Todoro*

**Zoning Board of Appeals - Clerk Linda Hausauer*

**Planning Board - Charles Lynch, Chairman*

**Deputy Town Clerks – Linda Hausauer and Ellen Bapst*

- *Court Clerk - Christa Dake
- *Bookkeeper and Supervisor's Clerk - Rae M. Hoxsie
- *Assessor Clerk - Dawn Martin
- *Town Registrar - Melinda Eaton
- *Cleaner - J&M Cleaning
- *Constable - Paul Kowalski
- *Town Engineer - CRA Infrastructure & Engineering
- *N.E.S.T. Delegate - Gerald Klinck
- *Safety & Disaster Coordinator - Walter Raichel
- *Recreation Director - Bonnie Mather
- *Youth Court Delegates - Don Butcher and Rickey Venditti
- *Superintendent of Parks & Cemeteries - Michael Zywar
- *Refuse Clerk - Melinda Eaton
- *Fire Inspector - Walter Raichel
- *Affirmative Action Officer - Rickey Venditti
- *All other appointed positions from 2014 to remain as appointed

CARRIED

13 AUTHORIZE PAYMENT OF ASSOCIATION OF TOWNS ANNUAL DUES

MOTION # _____ Councilman Donald Butcher, second Councilwoman Jude Hartrich, authorizing the payment of the Association of Towns annual dues.

CARRIED

14 TOWN CONTRIBUTION FOR BASIC PERSONAL CELL PHONE USE

:MOTION # _____ by Councilman Donald Butcher, second Councilwoman Jude Hartrich, approving the following town contributions for basic cell phone usage

Building Inspector/Code Enforcement Officer to receive \$40.00 per month
Highway Superintendent and Supervisor to receive \$40.00 per month (on call 24/7). The Court Clerk \$25.00

CARRIED

15 AUTHORIZE PREPAYMENT OF CLAIMS IN ADVANCE OF AUDIT

MOTION # _____ by Councilman Gerald Klinck, second Councilman Donald Butcher approving the prepayment of claims in advance of audit on all approved contracts extending over one (1) year and at which time payments will be presented at the next regular board meeting for audit.

CARRIED

16 AGREEMENT TO SPEND HIGHWAY FUNDS

MOTION # _____ by Councilman Gerald Klinck second Councilman Donald Butcher, approving the "Agreement to Spend Highway Funds" as presented by Highway Superintendent Zywar, and rates to be paid by highway department for gravel and rental of equipment. Highway Superintendent may advertise for any and all supplies and spend budgeted funds pursuant to section 284 of the Highway Law.

CARRIED

17 APPOINTMENT OF COMMITTEE CHAIRPERSONS

MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, approving the following Councilman Committee appointments:

- *Capital Improvements & Finance - Gerald Klinck and Michael Simon
- *Recreation & Youth Services - Donald Butcher & Jude Hartrich
- *Solid Waste, Conservation, Soil, Water - Michael Simon & Jude Hartrich
- *Insurance - Michael Simon & Jude Hartrich
- *Disaster Preparedness - Donald Butcher and Jude Hartrich
- *Highways - Gerald Klinck and Donald Butcher
- *Health, Welfare and Senior Services - Jude Hartrich
- *Lighting - Donald Butcher
- *Cemeteries - Gerald Klinck
- *Planning & Zoning - Gerald Klinck and Michael Simon
- *Buildings and Grounds - Gerald Klinck and Jude Hartrich
- *Cable TV - Donald Butcher and Michael Simon
- *Dog Control - Gerald Klinck
- *Planning Board Liaison - Michael Simon
- *Conservation Board Liaison - Donald Butcher
- *Zoning Board of Appeals - Gerald Klinck

Note: the supervisor will serve as member of all committees CARRIED

OLD BUSINESS:

1) CODE RED EMERGENCY COMMUNICATION SERVICE

Supervisor Rickey Venditti said he spoke with Bob Wood a specialist with Code Red today, concerning the price, which would be around \$4,000 annually. Councilwoman Jude Hartrich said that a webinar is taking place on February 5, 2015 at 2pm, you can go to the website and sign up, also submit questions in advance. The board is still review and will continue to discuss at further meetings.

NEW BUSINESS:

1) AUTHORIZE SUPERVISOR TO SIGN CONTRACTS

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Donald Butcher authorizing the supervisor to sign contracts as follows:

Boys & Girls Club of Holland \$3,500
Boys & Girls Club of Elma, Marilla & Wales \$3,825
Wales Senior Citizens \$4,890.
Hearts and Hands \$1,070.00

These are all budgeted items. **CARRIED**

2) ANNUAL DONATION TO AURORA ADULT DAY CARE FOR \$535 SERGEANT MARK RACHEMACHER VETERANS POST FOR \$535 and MEALS ON WHEELS \$1020.00

MOTION # _____ moved by Councilman Gerald Klinck, second Councilwoman Jude Hartrich approving an annual donation to the Aurora Adult Day Care Services, Sergeant Mark Rachemacher Veterans Post \$535.00 each and Meals on Wheels for \$1020.

CARRIED

3) SET AUDIT DATE FOR TOWN RECORDS

MOTION # _____ moved by Councilman Donald Butcher, second Councilman Gerald Klinck, setting Monday, January 19, 2015 at 5:00 pm as audit date for Town Clerk, Court Clerk, Supervisor's Clerk, and Tax Collector financial records.

CARRIED

4) AUTHORIZE SUPERVISOR TO ENTER AGREEMENT FOR ENGINEERING SERVICES FOR 2015 SERVICES

MOTION # _____ Councilman Donald Butcher, second Councilwoman Jude Hartrich, authorizing the 2015 Agreement with CRA for engineering services.

CARRIED

AUTHORIZING RESOLUTION

BE IT RESOLVED, that Supervisor Rickey A. Venditti of the Town of Wales, New York, is hereby authorized to sign, submit and execute a contract for engineering services with CRA Infrastructure and Engineering for the calendar year 2015 at an annual fee of \$4000.00

5) RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN DOG WARDEN CONTRACT FOR 2015 SERVICES

MOTION # _____ Councilman Donald Butcher, second Councilwoman Jude Hartrich, authorizing the 2015 Agreement with William Newell for dog control services engineering services.

CARRIED

RESOLUTION RENEWING CONTRACT FOR DOG WARDEN

WHEREAS, William Newell has provided services to the town of Wales for the year 2014 In the position as Dog Warden, and

WHEREAS, the town is very satisfied with the services of William Newell, and

WHEREAS, William Newell has indicated his acceptance to continue as Dog Warden for the year 2015 upon the same terms of the present agreement,

NOW, THEREFORE, be it

RESOVLED, the Town does hereby approve the contract with William Newell to perform services as Dog Warden for the town of Wales for the year 2015 on the same terms included in the contract for 2014, and be it further

RESOLVED, the supervisor is authorized to execute the contract on behalf of the town, and be it further,

RESOLVED, the town clerk is requested to send a signed copy of the agreement to William Newell.

6) **DESIGNATE APPOINTING OFFICER - NYS CIVIL SERVICE LAW**

MOTION # _____ by Councilman Donald Butcher, second Councilman Gerald Klinck approving Supervisor Rickey Venditti as appointing officer.

CARRIED

RESOLUTION TO DESIGNATE APPOINTING OFFICER UNDER NEW YORK STATE CIVIL SERVICE LAW

WHEREAS, New York State Civil Service Law requires a Town to designate an Appointing Officer to comply with the requirements of said law,

NOW, THEREFORE be it

RESOLVED, that the Town Board of the Town of Wales does hereby designate the Officer to be Supervisor Rickey A. Venditti as the Appointing Officer under the New York State Civil Service Law for 2015, and be it further

RESOLVED, that a certified copy of this Resolution shall be filed with the Erie County Department of Personnel.

7)REQUEST TO PURCHASE FIREPROOF EXTERNAL HARD DRIVE TO BE USED FOR STORAGE OF TOWN HALL COMPUTER RECORDS

MOTION # _____ by Councilman Donald Butcher second Councilman Gerald Klinck, approving the purchase of an external hard drive that's fireproof and waterproof, that's off state bid. not to exceed a cost of \$405.99

CARRIED

8)REQUEST FOR REVISION RECEIVED FROM AUCTION INTERNATIONAL INC.

Supervisor Rickey Venditti is working with Building Inspector Walter Raichel to set up a date to visit the site and go over he's plans and talk to Mr. Scherrer about the conditions of he's property. Right now Mr. Scherrer is still out of town.

9)PROPOSED AGREEMENT WITH THE ERIE COUNTY SOCIETY FOR THE PROVENTION OF CRUELTY TO ANIMALS

Attorney Ronald Bennett review the contract and feels it might be duplicate of services, none of the town's he works with have it and we have never needed one in the past. Council Donald Butcher asked to table it for now and discuss at the workshop.

COMMUNICATIONS:

Senator Patrick Gallivan rescheduled the electronics recycling event this January 17, 2015 due to the weather last Saturday. Drop-off is between 10:00am and 3:00pm at Nativity Lutheran Church at 970 E. Main Street, Easy Aurora

DEPARTMENT HEADS:

Town Clerk: *Rec'd & filed*
Town Attorney: *Rec'd & filed*
Building Inspector/CEO: *Rec'd & filed*
Highway Dept: *Rec'd & filed*

REPORTS OF COMMITTEES:

Sludge meeting last week, Councilman Michael Simon is working on the re-draft of the moratorium.

COMMUNITY ORGANIZATIONS:

Historical Society: Dee Zeigel meeting next Tuesday
Sgt. Mark Rademacher VFW:
South Wales Fire Co.:
Wales Center Fire Co.:
Kiwanis: Soup and Pie sale on Superbowl Sunday February 1, 2015 also the Community Event for July 8, 2015 5-8pm with music and food trucks in the town park.

SECOND INVITATION FOR PUBLIC COMMENTS:

Brenna Gawronski 12732 Big Tree Rd – Commented on item#8 under new business regarding Auctions International. In the past Ms. Gawronski has received a condescending letter from Mr. Scherrer of Auctions International because she has spoken in the past about the conditions of the property and that he is not in compliance with his Special Use Permit. She would like to suggest to the board to sit down with Mr. Scherrer and go over his Special Use Permit from the very start to the present, and see if he is in compliance with his permit.

REVIEW AND ACTION ON SUPERVISOR'S REPORT:

Not presented.

REVIEW AND ACTION ON TOWN CLERK'S REPORT:

MOTION # _____ by Councilman Donald Butcher second Councilwoman Jude Hartrich, approving the Town Clerk's monthly report for December, 2014 as presented.

CARRIED

GENERAL FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck, second Councilman Donald Butcher, approving payment of the 2014 General Abstract #013, voucher #0495-0509 total amount \$4231.92

CARRIED

HIGHWAY FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck, second Councilman Donald Butcher, approving payment of the 2014 Highway Abstract # 013, voucher #0167-0176, total amount \$4,084.57

CARRIED

ADJOURNMENT: IN MEMORY OF ROBERT FREEMAN

Motion duly made and seconded to adjourn the meeting at 7:26 pm

Respectfully submitted,

Melinda Eaton

Town Clerk