

**WALES TOWN BOARD MEETING  
ORGANIZATIONAL MEETING  
Minutes of January 10, 2017**

The 1<sup>st</sup> meeting of the Wales Town Board was held on the 10<sup>th</sup> day of January, 2017 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 Michael Simon  
Councilman Donald Butcher

also present: Attorney Ronald Bennett, GHD Engineering, and 5 residents whose names are on file. Reporter Pat McDonnell

**INVOCATION:** led by Councilman Donald Butcher

**PLEDGE OF ALLEGIANCE:** led by Councilman Gerald Klinck

**ADOPTION OF AGENDA:**

**MOTION # \_\_\_\_\_** by Councilman Gerald Klinck, second Councilman Michael Simon, approving the agenda as presented. **CARRIED**

**ACCEPTANCE OF MINUTES:**

**MOTION # \_\_\_\_\_** moved by Councilwoman Jude Hartrich, second Councilman Michael Simon, approving the Town Clerk's minutes from December 13 and 27th, 2016 as presented. **CARRIED**

**PUBLIC COMMENTS:** NONE

**ADOPTION OF RULES OF PROCEDURE OF TOWN BOARD MEETINGS FOR**

**2017:**\* 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
- \* Review and Action of General Fund Bills
- \* Review and Action of Highway Fund Bills
- \* Adjournment

**MOTION # \_\_\_\_\_** by Councilman Michael Simon, second Councilman Gerald Klinck, approving the "Adoption of Rules of Procedure for Town Board Meetings - 2016" as outlined above. **CARRIED**

**1. SALARIES FOR TOWN OFFICERS AND EMPLOYEES - 2017**

**MOTION # \_\_\_\_\_** by Councilman Gerald Klinck, second Councilman Michael Simon, approving the list of 2017 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 Michael Simon, 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 Councilwoman Jude Hartrich, second Councilman Michael Simon, designating Supervisor Rickey Venditti or Gerald Klinck and Melinda Eaton

or Ellen Bapst as co-signers for Town checks. CARRIED

**4. DESIGNATE OFFICIAL BANKS**

MOTION # \_\_\_\_\_ by Councilman Donald Butcher, second Councilman Gerald Klinck, approving M & T Bank, 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 Michael Simon 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 Donald Butcher, second Councilman Michael Simon, 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 Gerald Klinck, second Councilman Michael Simon, 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 - 2017**

MOTION # \_\_\_\_\_ by Councilman Michael Simon, second Councilwoman Jude Hartrich, approving the Procurement Policy – 2017. Policy remains as it was for 2016 with name change to Richard Munn as Planning Board Chairman.

CARRIED

**9. AUTHORIZE TAX COLLECTOR TO COLLECT TAXES - 2017**

MOTION # \_\_\_\_\_ by Councilman Donald Butcher, second Councilman Michael Simon, authorizing the tax collector to collect

**Town and County** taxes due by March 15<sup>th</sup> without penalty. Penalties added as follows: if paid on or after March 16<sup>th</sup> to April 30<sup>th</sup> inclusive add 7.5%. On May 1<sup>st</sup> 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 1<sup>st</sup> 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. 16<sup>th</sup> without penalty. Penalties added as follows: 7.5% will be charged from Oct. 17<sup>th</sup> through Oct. 31<sup>st</sup>. Nine percent (9%) will be charged from Nov. 1<sup>st</sup> to Nov. 30<sup>th</sup>. Last day for payment is Nov. 30<sup>th</sup>. 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. 31<sup>st</sup>. CARRIED

**10. AUTHORIZATION TO PAY MILEAGE TO ALL TOWN OFFICIALS**

MOTION # \_\_\_\_\_ by Councilwoman Jude Hartrich, second Councilman Gerald Klinck, 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 - 2017**

MOTION # \_\_\_\_\_ by Councilman Gerald Klinck, second Councilman Michael Simon, approving the following appointments:

With the exception of Walter Raichel as Building Inspector/Code Enforcement Officer/Fire Inspector, Safety & Disaster Coordinator, he resigned.

CARRIED

- \* *Building inspector Clerk Ellen Bapst*
- \* *Historian – Dee Zeigel*
- \* *Property Manager/RMO - Melinda Eaton*
- \* *Town Attorney - Ronald Bennett*
- \* *Town Prosecutor – Phyllis Todoro*
- \* *Zoning Board of Appeals – Glen Gokrke*
- \* *Zoning Board Clerk – Morgan Eaton*

*\*Planning Board - Richard Munn, Chairman*  
*\*Planning Board Clerk – Morgan Eaton*  
*\*Deputy Town Clerks – Ellen Bapst and Camille Venditti*  
*\*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 Solomon & George Avery*  
*\*Town Engineer – GHD Engineering*  
*\*N.E.S.T. Delegate - Gerald Klinck*  
*\*Safety & Disaster Coordinator -*  
*\*Youth Court Delegates - Don Butcher and Rickey Venditti*  
*\*Superintendent of Parks & Cemeteries - Michael Zywar*  
*\*Refuse Clerk - Melinda Eaton*  
*\*Fire Inspector –*  
*\*Affirmative Action Officer - Rickey Venditti*  
*\*All other appointed positions from 2016 to remain as appointed*

CARRIED

**13 AUTHORIZE PAYMENT OF ASSOCIATION OF TOWNS ANNUAL DUES**

**MOTION # \_\_\_\_\_** Councilman Michael Simon, second Councilman Gerald Klinck, authorizing the payment of the Association of Towns annual dues.

CARRIED

**14 TOWN CONTRIBUTION FOR BASIC PERSONAL CELL PHONE USE**

**:MOTION # \_\_\_\_\_** by Councilman Michael Simon, second Councilman Gerald Klinck, 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 Michael Simon 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 Michael Simon, 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 Councilwoman Jude Hartrich, 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) S.U.P. APPLICATION FOR NOTTING FARM EVENT BARN AT 13375 WARNER HILL ROAD.**

Attorney Ronald Bennett is still working on some of the final details, he would like more direction from the town board, will be discussed at the workshop meeting on January 24th.

**2) S.U.P. APPLICATION FOR SBA TOWERS TO CONTRUCT A MONOPOLE TOWER AT 12713 BIG TREE ROAD.**

Attorney Ronald Bennett is working with the attorney for SBA Towers on the final details, he would like more direction from the town board, will be discussed at the workshop meeting on January 24th.

**3) SUP APPLICATION FOR THE AMENDMENT OF THE EXISITING NATIONAL FUEL PERMIT TO ADD A INTERCONNECT STATION.**

Attorney Ronald Bennett is working with the town board on special conditions for the special use permit, will be discussed at the workshop meeting on January 24th.

**4) SUP APPLICATION FOR THE AMENDEMENT OF AN EXISTING PERMIT FOR LELYN PROPERTY DEVELOPMENT.**

Supervisor Venditti would like the Advertiser to correct a statement made at the workshop meeting that the applicant didn't have a building permit for an addition, we did. The board will continue to review the application, and will call for a public hearing at next month's meeting.

**5) PROPOSED ZONING CODE REVISIONS IN REGARDS TO SOLAR ENERGY.**

The Town Board is waiting for attorney Ronald Bennett to amend the draft, with the few changes from Councilman Gerald Klinck. It should be available for review at the workshop meeting.

**6) CODE ENFORCEMENT OFFICER REQUEST TO CREATE A SPECIAL EVENT PERMIT APPLICATION.**

The Town Board would like to table the application for special event at this time.

**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 .....               | \$3,750  |
| Boys & Girls Club of Elma, Marilla & Wales ..... | \$7,500  |
| EMW Baseball, Soccer, Football each receive..... | \$900.00 |
| Wales Senior Citizens .....                      | \$5088   |
| Hearts and Hands .....                           | \$1113   |
| East Creek Cemetery .....                        | \$1000   |

These are all budgeted items.

CARRIED

**2) ANNUAL DONATION TO AURORA ADULT DAY CARE FOR \$557 SERGEANT MARK RACHEMACHER VETERANS POST FOR \$557 and MEALS ON WHEELS \$1061**

MOTION # \_\_\_\_\_ moved by Councilman Gerald Klinck, second Councilman Michael Simon approving annual donations to the Aurora Adult Day Care Services 557, Sergeant Mark Rachemacher Veterans Post \$557.00 each and Meals on Wheels for \$1061.

CARRIED

**3) SET AUDIT DATE FOR TOWN RECORDS**

MOTION # \_\_\_\_\_ moved by Councilman Michael Simon, second Councilwoman Jude Hartrich, setting Monday, January 23, 2017 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 2017 SERVICES**

**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 GHD Consulting Services for the calendar year 2017 at an annual fee of \$4000.00

MOTION # \_\_\_\_\_ Councilman Michael Simon, second Councilman Gerald Klinck, authorizing the 2017 Agreement with GHD for engineering services.

CARRIED

**5) RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN DOG WARDEN CONTRACT FOR 2017 SERVICES**

**RESOLUTION RENEWING CONTRACT FOR DOG WARDEN**

WHEREAS, William Newell has provided services to the town of Wales for the year 2017  
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 2017 upon the same terms of the present agreement,

NOW, THEREFORE, be it

RESOLVED, the Town does hereby approve the contract with William Newell to perform services as Dog Warden for the town of Wales for the year 2017 on the same terms included in the contract for 2016, 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.

MOTION # \_\_\_\_\_ Councilman Michael Simon, second Councilman Gerald Klinck, authorizing the 2017 Agreement with William Newell for dog control services engineering services.

CARRIED

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

**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 2017, and be it further

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

MOTION # \_\_\_\_\_ by Councilman Gerald Klinck, second Councilman Michael Simon approving Supervisor Rickey Venditti as appointing officer.

CARRIED

**7) S.U.P. APPLICATION RECEIVED FOR THORPE'S ORGANIC FAMILY FARM MARKET AT 12866, Rt. 78.**

MOTION # \_\_\_\_\_ moved by Councilman Gerald Klinck, second Councilman Donald Butcher authorizing the Town Clerk to forward the SUP to the different agencies and boards involved.

CARRIED

**8) TOWN OF WALES ASSESSOR POSITION.**

The Assessor's our still looking to fill the position, left be Julie Barry, Please contact the Town Clerk or Assessor for more information. Also if anyone in interested in the CEO/Building inspector.

**9) REQUEST FOR APPROVAL OF TOWN OF WALES 2017 CAPITAL PLAN FUNDING UPDATE.**

MOTION # \_\_\_\_\_ moved by Councilman Gerald Klinck, second Councilman Donald Butcher authorizing the Bookkeeper to updated amounts for the 2017 Capital Plan funding

CARRIED

**COMMUNICATIONS:**

Received SUP to amend Lina's current permit.

Spectrum (Time Warner) still researching to possibly expand in the town.

**DEPARTMENT HEADS:**

Town Clerk: *Rec'd & filed*

Highway Dept: *Rec'd & filed*

**COMMUNITY ORGANIZATIONS:**

Historical Society: none

Wales Center Fire Co.: none

**SECOND INVITATION FOR PUBLIC COMMENTS:**

none

**REVIEW AND ACTION ON SUPERVISOR'S REPORT:**

Not presented.

**REVIEW AND ACTION ON TOWN CLERK'S REPORT:**

MOTION # \_\_\_\_\_ by Councilman Gerald Klinck and second by Councilman Michael Simon, approving the Town Clerk's monthly report for December, 2016 as presented.

CARRIED

**REVIEW AND ACTION ON GENERAL FUND BILLS:**

MOTION # \_\_\_\_\_ by Councilman Gerald Klinck, second Councilman Michael Simon, approving payment of the 2016 General Abstract #014, voucher #449-468 total amount \$10,347.73

CARRIED

**REVIEW AND ACTION ON HIGHWAY FUND BILLS:**

MOTION # \_\_\_\_\_ by Councilman Gerald Klinck, second Councilman Michael Simon, approving payment of the 2016 Highway Abstract # 014, voucher #177-194, total amount \$7853.67

CARRIED

**ADJOURNMENT:**

Motion duly made and seconded to adjourn the meeting at 7:27 pm

Respectfully submitted,

Melinda Eaton

Town Clerk