

**WALES TOWN BOARD MEETING
ORGANIZATIONAL MEETING
Minutes of January 12, 2016**

The 1st meeting of the Wales Town Board was held on the 12th day of January, 2016 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 ABSENT
Councilman Michael Simon
Councilman Donald Butcher ABSENT

also present: Attorney Ronald Bennett, GHD Engineering, Building Inspector Walter Raichel, and 4 residents whose names are on file.

INVOCATION: led by Councilman Donald Butcher

PLEDGE OF ALLEGIANCE: led by Councilman Gerald Klinck

ADOPTION OF AGENDA:

MOTION # _____ by Councilman Klinck. second Councilman Michael Simon, approving the agenda as presented. CARRIED

ACCEPTANCE OF MINUTES:

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Michael Simon, approving the Town Clerk's minutes of December 8 and 28th, 2015 as presented.

CARRIED

PUBLIC COMMENTS:

Mike Lina Schang Rd – Would like to clarify what the article in the East Aurora advertiser, that Pat McDonnell reported on. The Lina's are not against the timber and equipment that is on the property next to theirs. Supervisor Rickey Venditti stated he was sorry about the confusion, he feels is not fair to the properties around the timber site, and the property owner never got approval for the timbers and equipment to be on his property.

ADOPTION OF RULES OF PROCEDURE OF TOWN BOARD MEETINGS FOR

2016:* 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 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 - 2016

MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, approving the list of 2016 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 Councilman Gerald Klinck, 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 Michael Simon, second Councilman Gerald Klinck, 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 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 Gerald Klinck, 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 - 2016**
MOTION # _____ by Councilman Michael Simon, second Councilman Gerald Klinck, approving the Procurement Policy – 2016. Policy remains as it was for 2015, with name change only to Planning Board Chairman Richard Munn. CARRIED

9. **AUTHORIZE TAX COLLECTOR TO COLLECT TAXES - 2016**
MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, authorizing the tax collector to collect
Town and County taxes due by March 15th 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 Michael Simon, 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 - 2016**
MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, approving the following appointments:
**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 Kim Stawicki*
- *Planning Board - Richard Munn, Chairman*
- *Deputy Town Clerks – Kim Stawicki 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 Solomon*
- *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 2015 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 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)REQUEST RECEIVED BY BUILDING INSPECTOR FOR A LARGE ANIMAL SUP FOR 4434 WATTERS ROAD

Attorney Ronald Bennett drafted a copy of the Special Use Permit for the property, Supervisor Rickey Venditti would like one change to the permit, to edit out the recommendations of the Planning Board and Conservation Board that are on item #2.

With those changes he would like a motion to approve the Special Use permit.

MOTION# _____ moved by Councilman Michael Simon and second by Councilman Gerald Klinck approving the Special Use permit with the changes to item #2.

CARRIED

NEW BUSINESS:

1) AUTHORIZE SUPERVISOR TO SIGN CONTRACTS

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

Boys & Girls Club of Holland \$3,500

Boys & Girls Club of Elma, Marilla & Wales \$3,902

Wales Senior Citizens \$4,988.

Hearts and Hands \$1,091.00

These are all budgeted items.

CARRIED

2) ANNUAL DONATION TO AURORA ADULT DAY CARE FOR \$546 SERGEANT MARK RACHEMACHER VETERANS POST FOR \$546 and MEALS ON WHEELS \$1040.00 EAST CREEK CEMETERY

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Michael Simon approving annual donations to the Aurora Adult Day Care Services, Sergeant Mark Rachemacher Veterans Post \$546.00 each and Meals on Wheels for \$1040 and East Creek Cemetery for \$1000.00.

CARRIED

3) SET AUDIT DATE FOR TOWN RECORDS

MOTION # _____ moved by Councilman Michael Simon, second Councilman Gerald Klinck, setting Monday, January 18, 2016 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 Michael Simon, second Councilman Gerald Klinck, authorizing the 2016 Agreement with GHD 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 GHD Consulting Services for the calendar year 2016 at an annual fee of \$4000.00

5) RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN DOG WARDEN CONTRACT FOR 2016 SERVICES

MOTION # _____ Councilman Michael Simon, second Councilman Gerald Klinck, authorizing the 2016 Agreement with William Newell for dog control services engineering services.

CARRIED

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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 2017, 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.

CARRIED

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

MOTION # _____ by Councilman Gerald Klinck, second
Councilman Michael Simon 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 2016, and be it further

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

COMMUNICATIONS:

Received notice that the town was approved for \$270,000 with the community block grant, for
rural transit services.

Received notice that the EMW storage building is completed, the Towns 15% portion is
\$9,427.00

C.E.O/Building Inspector was in communication with channels 2,4 and 7 about road closings,
or town hall closed and it will also be posted on the website.

DEPARTMENT HEADS:

Town Clerk: *Rec'd & filed*

Building Inspector/CEO: *Rec'd & filed*

Highway Dept: *Rec'd & filed*

REPORTS OF COMMITTEES:

Sludge - Councilman Michael Simon is having a meeting tomorrow at 6:30pm with the sludge
committee.

COMMUNITY ORGANIZATIONS:

Historical Society: Dee Zeigel meeting next Tuesday

Wales Center Fire Co.: Gun Raffle tickets-sold out

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, 2015 as presented.

CARRIED

GENERAL FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck,second Councilman Michael
Simon, approving payment of the 2015 General Abstract #013, voucher #0469-0489 total

amount \$6050.65

CARRIED

HIGHWAY FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, approving payment of the 2015 Highway Abstract # 013, voucher #0264-0273, total amount \$1787.61

CARRIED

ADJOURNMENT: IN MEMORY OF JOAN F WEDGWOOD

Motion duly made and seconded to adjourn the meeting at 7:25 pm

Respectfully submitted,

Melinda Eaton

Town Clerk