

**WALES TOWN BOARD MEETING
ORGANIZATIONAL MEETING
Minutes of January 9th, 2018**

The 1st meeting of the Wales Town Board was held on the 9th day of January, 2018 at the Wales Community Center, 12345 Big Tree Road, Wales Center, New York.

The meeting was called to order by Supervisor Rickey Venditti at 7:03 pm EST

ROLL CALL: TAKEN AT PUBLIC HEARING

Supervisor Rickey Venditti

Councilman Gerald Klinck

Councilman Dan Driver

Councilman Michael Simon

Councilman Donald Butcher also present: Attorney Ronald Bennett, GHD Engineering, and 4 residents whose names are on file.

INVOCATION: led by Councilman Donald Butcher

PLEDGE OF ALLEGIANCE: led by Councilman Gerald Klinck

REVISION AGENDA:

Supervisor Ricky Venditti has a correction on item 10 should say "COLLECTION OF SCHOOL TAXES FOR 2018". Also modify Item 12: the Building Inspector Position – will be handled separately from the other positions.

ADOPTION OF AGENDA:

MOTION # _____ by Councilman Klinck. Second by Councilman Michael Simon, approving the agenda with changes. **CARRIED**

ACCEPTANCE OF MINUTES:

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Michael Simon, approving the Town Clerk's minutes of December 12 and 26th, 2017 as presented. **CARRIED**

PUBLIC COMMENTS: none

1 ADOPTION OF RULES OF PROCEDURE OF TOWN BOARD MEETINGS FOR

2018:* 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 - 2018" as outlined above. **CARRIED**

2 SALARIES FOR TOWN OFFICERS AND EMPLOYEES - 2018

MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, approving the list of 2018 Salaries for Town Officers and Employees as attached and reported. Note that all payrolls will be paid out of .1 accounts.

CARRIED

3 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**

4 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

5DESIGNATE 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

6AUTHORIZE SUPERVISOR TO RENT SPACE FOR TOWN FUNCTIONS

MOTION # _____ by Councilman Michael Simon second Councilman Dan Driver, authorizing the supervisor to rent space for town functions for such things as public hearings, etc., as needed.

CARRIED

7DESIGNATE 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

8AUTHORIZE 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

9REVIEW TOWN OF WALES PROCUREMENT POLICY - 2018

MOTION # _____ by Councilman Michael Simon, second Councilman Dan Driver, approving the Procurement Policy – 2018. with name changes to Dan Driver Councilman and Dave Bender CEO. And Walter Raichel Disaster Coordinator

CARRIED

10AUTHORIZE TAX COLLECTOR TO COLLECT TAXES - 2018

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 15th 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

11AUTHORIZATION 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

12APPOINTMENT OF OFFICERS - 2018

MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, approving the following appointments less the Building Inspector, Code Enforcement Officer as listed on the Agenda:

**Building Inspector/Code Enforcement Officer –Walter Raichel till January 31st replaced by Dave Bender starting February 1st*

**Building Clerk Ellen Bapst*

**Historian – Dee Zeigel*

**Property Manager/RMO - Melinda Eaton*

**Town Attorney - Ronald Bennett*

**Town Prosecutor – Phyllis Todoro*

**Zoning Board of Appeals - Clerk Morgan Eaton*

**Planning Board - Richard Munn, Chairman*

**Deputy Town Clerks – Camille Venditti 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
- *Natural Disaster Service Coordinator – Walter Raichel
- *All other appointed positions from 2017 to remain as appointed

*** Supervisor Rickey Venditti addressed the appointment of the Building Inspector & Code Enforcement Officer of the Town of Wales as follows:** wants to ensure that the person in this position continues to serve our residents. Operates regular daily office hours. As of now, the hours are Monday-Thursday 9:00am-12:00am, that is what we specified. The said hours work-out well for the residents and there have been no complaints. These set hours are part of the job position. The person is on-call for inspections, etc. as needed.

For this position I recommend a temporary appointment of Walter Raichel to January 31, 2018 and appointment David Bender to fill the remainder of year starting February 1, 2018. This will allow for a seamless transition period for this position as far as our residents are concerned.

MOTION# _____ Councilman Gerald Klinck, second Councilman Michael Simon authorizing the Appointment of these Town Officers as detailed.

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 Dan Driver 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 & Daniel Driver
- *Solid Waste, Conservation, Soil, Water – Michael Simon & Daniel Driver
- *Insurance - Michael Simon & Daniel Driver
- *Disaster Preparedness - Donald Butcher and Daniel Driver
- *Highways - Gerald Klinck and Donald Butcher
- *Health, Welfare and Senior Services – Dan Driver
- *Lighting - Donald Butcher
- *Cemeteries – Gerald Klinck
- *Planning & Zoning – Gerald Klinck and Michael Simon

- *Buildings and Grounds - Gerald Klinck and Daniel Driver
- *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

OLD BUSINESS:

LOCAL LAW INTRO 3-2017 IN REGARD TO THE COLD WAR VETERANS EXEMPTION

The local law was published and a public hearing was held. The board has reviewed the exemption, the board has no additional comments and would like to approve the exemption.

NEW BUSINESS:

1 RESOLUTION TO ADOPT LOCAL LAW

RESOLUTION TO ADOPT LOCAL LAW INTRO NO. 1 -2018

WHEREAS, Local Law Intro. No.3-2017 has been submitted to delete Chapter 184, Article VI, Section 184-19 (c) by removing the ten (10) year term restriction, and

WHEREAS, the amendments to the said Local Law have been carefully considered by the Town, and

WHEREAS, a public hearing was held on January 9, 2018 permitting public comments in regard to the proposed amendments,

NOW, THEREFORE, be it

RESOLVED, Local Law No. 3-2017 is hereby adopted and shall become effective upon filing of the Local Law with the New York Secretary of State, and be it further

RESOLVED, the Town Clerk is directed to file a copy of the Local Law with General Code Publishers for the purpose of updating the Code Book of the Town of Wales.

MOTION # _____ by Councilman Michael Simon, second Councilman Gerald Klinck to adjourn the Public Hearing.

CARRIED

2 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 \$3,750
 - Boys & Girls Club of Elma, Marilla & Wales ..\$7500
 - Wales Senior Citizens \$5,215
 - Hearts and Hands \$1,141
- These are all budgeted items.

CARRIED

3 ANNUAL DONATION TO AURORA ADULT DAY CARE FOR \$571 SERGEANT

MARK RACHEMACHER VETERANS POST FOR \$571 and MEALS ON WHEELS \$1088 EAST CREEK CEMETERY 1000 HOLMES HILL CEMETERY \$500.

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 \$571.00 each and Meals on Wheels for \$1088 and East Creek Cemetery for \$1000.00 and Holmes Hill Cemetery \$500.

CARRIED

4 SET AUDIT DATE FOR TOWN RECORDS

MOTION # _____ moved by Councilman Michael Simon, second Councilman Gerald Klinck, setting Monday, January 29, 2018 at 5:00 pm as audit date for Town Clerk, Court Clerk, Supervisor's Clerk, and Tax Collector financial records.

CARRIED

5 AUTHORIZE SUPERVISOR TO ENTER AGREEMENT FOR ENGINEERING SERVICES FOR 2018 SERVICES

MOTION # _____ Councilman Michael Simon, second Councilman Gerald Klinck, authorizing the 2018 Agreement with GHD for engineering services for \$4500.

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 2018 at an annual fee of \$4500.00

MOTION# _____ so moved by Councilman Michael Simon and Councilman Donald

Butcher.

CARRIED

6 RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN DOG WARDEN CONTRACT FOR 2018 SERVICES

MOTION # _____ Councilman Michael Simon, second Councilman Gerald Klinck, authorizing the 2018 Agreement with William Newell for dog control services

CARRIED

RESOLUTION RENEWING CONTRACT FOR DOG WARDEN

WHEREAS, William Newell has provided services to the town of Wales for the year 2018

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 2018 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 2018 on the same terms included in the contract for 2018, 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# _____ so moved by Councilman Donald Butcher, second Councilman Michael Simon

CARRIED

7 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 2018, 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

8 RESIGNATION LETTER RECEIVED FROM ZONING BOARD OF APPEALS

Russell Clothier resigned from the Zoning Board of Appeals. At the next meeting, there will be Reappointing him, he resignation was to NYS retirement guide lines

COMMUNICATIONS:

Special Use Permit for Solar Farm has been forwarded to GNA, Town Engineering Firm and Town Attorney, Ronald Bennett.

DEPARTMENT HEADS:

Town Clerk: *Rec'd & filed*

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

Highway Dept: *Rec'd & filed*

REPORTS OF COMMITTEES:

COMMUNITY ORGANIZATIONS:

Historical Society: Dee Zeigel meeting next Tuesday

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

Kiwanis is selling soup and pie on Sunday February 4, 2018 for the Super Bowl

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, 2017 as presented.

CARRIED

GENERAL FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael

Simon, approving payment of the 2017 General Abstract #013, voucher #09 total amount \$6050.65
CARRIED

HIGHWAY FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck, second Councilman Michael Simon, approving payment of the 2017 Highway Abstract # 013, voucher #0171-186, total amount \$7317.83
CARRIED

ADJOURNMENT:

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

Respectfully submitted,

Melinda Eaton

Town Clerk