

Ceremonial swearing in by Justice Michael Simon, he swore in new Councilman Kyle Barry and Planning board member Jeffrey Gawronski

**WALES TOWN BOARD MEETING
ORGANIZATIONAL MEETING**

Minutes of January 8th, 2019

The 1st meeting of the Wales Town Board was held on the 11th day of January, 2019 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

Councilman Dan Driver

Councilman Kyle Barry

Councilman Donald Butcher Absent

also present: Attorney Ronald Bennett, GHD Engineering, and residents

() whose names are on file.

INVOCATION: led by Justice Michael Simon

PLEDGE OF ALLEGIANCE: led by Councilman Kyle Barry

ADOPTION OF AGENDA:

MOTION # _____ by Councilman Klinck, second by Councilman Dan Driver, approving the agenda . **CARRIED**

ACCEPTANCE OF MINUTES:

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Dan Driver approving the Town Clerk's minutes of December 11th and 18th, 2018 as presented.

CARRIED

PUBLIC COMMENTS: none

1 ADOPTION OF RULES OF PROCEDURE OF TOWN BOARD MEETINGS FOR

2019:* 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 Gerald Klinck, second Councilman Dan Driver, approving the "Adoption of Rules of Procedure for Town Board Meetings - 2019" as outlined above. **CARRIED**

2 SALARIES FOR TOWN OFFICERS AND EMPLOYEES - 2019

MOTION # _____ by Councilman Gerald Klinck, second Councilman Dan Driver, approving the list of 2019 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 Dan Driver, 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 Dan Driver, 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 Dan Driver, 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 Gerald Klinck 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 Dan Driver, 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 Dan Driver, 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 - 2019

MOTION # _____ by Councilman Gerald Klinck, second Councilman Dan Driver, approving the Procurement Policy – 2019. with name changes to Kyle Barry, And Walter Raichel Disaster Coordinator

CARRIED

10AUTHORIZE TAX COLLECTOR TO COLLECT TAXES – 2019

MOTION # _____ by Councilman Gerald Klinck, second Councilman Dan Driver, authorizing the tax collector to collect taxes

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 Dan Driver 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

APPOINTMENT OF OFFICERS - 2019

MOTION # _____ by Councilman Gerald Klinck, second Councilman Dan Driver, approving the following appointments

- *Building Inspector/Code Enforcement Officer – Dave Bender*
- *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 – Pat Owczarkak and Ellen Bapst*
- *Court Clerk - Christa Dake*
- *General Clerk Camille Venditti*
- *Bookkeeper and Supervisor’s Clerk - Rae M. Hoxsie*
- *Assessor Clerk - Dawn Martin*
- *Town Registrar - Melinda Eaton*
- *Cleaner –J&M Cleaning*
- *Constable – Paul Solomon & Scott Zelli*

- *Town Engineer - GHD Engineering
- *N.E.S.T. Delegate – Rickey Venditti and Gerald Klinck
- *Recreation Director - Bonnie Mather
- *Youth Court Delegates - Don Butcher and Rickey Venditti
- *Superintendent of Parks & Cemeteries - Michael Zywar
- *Superintendent of Buildings – Michael Zywar
- *Refuse Clerk - Melinda Eaton
- *Fire Inspector – David Bender
- *Affirmative Action Officer - Rickey Venditti
- *Disaster Services Coordinator – Walter Raichel
- *All other appointed positions from 2018 to remain as appointed

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

CARRIED

13 AUTHORIZE PAYMENT OF ASSOCIATION OF TOWNS ANNUAL DUES

MOTION # _____ Councilman Kyle Barry, 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 Dan Driver, 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, Supervisor and Natural Disaster Services Coordinator 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 Dan Driver, 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 Dan Driver, approving the following Councilman Committee appointments:

- *Capital Improvements & Finance - Gerald Klinck and Kyle Barry
- *Recreation & Youth Services - Donald Butcher & Daniel Driver
- *Solid Waste, Conservation, Soil, Water – Kyle Barry & Daniel Driver
- *Insurance - Daniel Driver & Kyle Barry
- *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
- *Buildings and Grounds - Gerald Klinck and Daniel Driver
- *Cable TV - Donald Butcher
- *Dog Control –Gerald Klinck
- *Planning Board Liaison- Kyle Barry
- *Conservation Board Liaison-Donald Butcher
- *Zoning Board of Appeals- Gerald Klinck

Note: the supervisor will serve as member of all committees

OLD BUSINESS:

1.S.U.P. application received from The Broadway Group for proposed Dollar General Store on Big Tree Rd.

Looks like the Broadway Group did preform a traffic study, we haven’t heard anything back yet from the Broadway Group.

2.Revised agreement with the Towns and Villages received from the Erie County S.P.C.A.

Attorney Ron Bennett said the SPCA we not change the wording in the SPCA contract, about who is responsible for veterinary care of dog is their care. Table to the workshop for further review.

3. N.Y.S. required Municipal Workers Compensation Alliance safety training.

The Town Clerk spoke with Christa from Municipal Workers Compensation Alliance and has set up employee training seminar for March 13th 12:00pm till 3:00pm and evening class 6:00-8:00pm

4. Town of Wales ground water study.

Still working on a date with Mr. Winkley, so far it looks like after the snow and cold weather break. Maybe the March workshop.

NEW BUSINESS:

1. Authorize Supervisor to sign contracts with the Boys and Girls Club of Holland for \$3844.00, the Boys and Girls Club of Elma, Marilla and Wales for \$7688.00, the Town of Wales Senior Citizens for \$5345.00, Hearts & Hands for \$1,170.00, Wales Hollow Cemetery Association, \$1,000.00, Holmes Hill cemetery Association, \$500.00, South Wales Community Hall for \$500.00, and E.M.W. Little League Baseball, Football and Soccer for \$923.00 each.

AUTHORIZE SUPERVISOR TO SIGN CONTRACTS

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Kyle Barry authorizing the supervisor to sign contracts.

CARRIED

2. Authorize payment of Annual donation to Aurora Adult Day Care Services for \$585.00, the Sergeant Mark Rademacher Veterans Post for \$585.00 and Meals on Wheels for \$1115.00.

MOTION # _____ moved by Councilman Gerald Klinck, second Councilman Dan Driver approving annual donations.

CARRIED

3. Set audit dates for all Town Departments, Town Clerk, Court Clerk, Supervisors Clerk and Tax Collector beginning Monday, January 29th, 2019 at 5:00 PM. All Department books will be available for time required for this review.

MOTION # _____ moved by Councilman Dan Driver, second Councilman Gerald Klinck, setting Monday, January 29, 2019 at 5:00 pm as audit date for Town Clerk, Court Clerk, Supervisor's Clerk, and Tax Collector financial records.

CARRIED

4. Resolution to authorize Supervisor to sign contract with G.H.D. Consulting Services Inc. for 2019 services

AUTHORIZING RESOLUTION

2019 Services Provided by

GHD Consulting Services Inc.

At a regular meeting of the Town Board of the Town of Wales, Erie County, New York, held on January 8th 2019, the following Resolution was adopted.

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 Inc. for the calendar year 2019 at an annual retainer fee of \$4,500.00 and the project-specific services fee not to exceed \$4,500.00.

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 2019 at an annual fee of \$4500.00

MOTION# _____ so moved by Councilman Dan Driver and Kyle Barry approving the engineering contract for 2019.

CARRIED

5 RESOLUTION TO AUTHORIZE SUPERVISOR TO SIGN DOG WARDEN 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 2019 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 2019 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 Dan Driver and Kyle Barry approving the dog control contract for 2019. CARRIED

6 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 2019, 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 Dan Driver approving Supervisor Rickey Venditti as appointing officer.

7 Request from Highway Superintendent to expend funds to purchase new roadside boom mower.

MOTION # _____ by Councilman Gerald Klinck, second Councilman Dan Driver approving to expend funds of \$62,775.62 State Bid, which is in compliance with our procurement policy and is a budgeted item. The purchase the Tiger Mower from Sourcewell, which will get into the guard rails allowing weeds at intersections to be cut.

8.Request from Town Historian to expend funds to purchase computer software program.

The software is primarily used for genealogy purposes. Allows us to put book as well as informational papers. This will allow the public to view this on-line. There are currently 2 towns using the software. The town historian is working with Nick Fodero, from WNYnet to obtain 3 quotes and will have that available at the workshop.

COMMUNICATIONS: none

DEPARTMENT HEADS:

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

REPORTS OF COMMITTEES: Zoning

Councilman Jerry Klinck, reported that Town Attorney, Ron Bennett will have something for the workshop on a new local law to regulate portable temporary storage units

COMMUNITY ORGANIZATIONS:

Wales Center Fire Co.: Gun Raffle tickets

Kiwanis is selling soup and pie on Sunday February 3, 2019 for the Super Bowl

SECOND INVITATION FOR PUBLIC COMMENTS:

Merle Slye, 11042 Big Tree Road. Requested an update from Supervisor Rickey Venditti on the Dollar General. Supervisor Rickey Venditti responded he has not heard anything since the traffic study but will reach out within the next few weeks.

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 Dan Driver, approving the Town Clerk's monthly report for December, 2018 as presented.

CARRIED

GENERAL FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck, second Councilman Klye Barry, approving payment of the 2018 General Abstract #13, voucher #515-536 total amount \$7890.73

CARRIED

HIGHWAY FUND BILLS:

MOTION # _____ by Councilman Gerald Klinck, second Councilman Dan Driver, approving payment of the 2018 Highway Abstract #13, voucher #193-199 total amount \$3096.18

CARRIED

ADJOURNMENT:

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

Respectfully submitted,

Melinda Eaton Town Clerk