

MINUTES

**REGULAR MEETING – EDEN TOWN BOARD
2795 EAST CHURCH STREET
EDEN, NEW YORK
DECEMBER 30, 2013
7:30 P.M.**

TOWN BOARD MEMBERS PRESENT:

GLENN R. NELLIS - SUPERVISOR
MARY LOU PEW - COUNCILWOMAN (*Absent*)
EDWARD KRYCIA, JR - COUNCILMAN
RICHARD S. VENTRY - COUNCILMAN
FRAN MCLAUGHLIN - COUNCILMAN

OTHERS PRESENT:

Mary Jo Hultquist - Town Clerk
Lisa Greiner - Administrative Assistant

Call to Order:

Supervisor Nellis called the Regular Meeting of the Eden Town Board to order at 7:30 P.M.

Pledge of Allegiance:

Supervisor Nellis led the assembly in the Pledge of Allegiance to the flag followed by a moment of silence.

Budget Transfers/Amendments:

Supervisor Nellis read the following Budget Transfers/Amendments:

From Account	To Account	Reason for Amendment	Amount
A8540.4 Drainage Contractual	A8540.1 Drainage-Payroll	Stipend for off road drainage minutes put in contractual s/b payroll	\$75.00
A915.6 Assigned-Police	A3120.2 Police-Equipment	Use of police car funds towards 911 system to be replaced in 2014	\$8,913.00
A3009 DWI Grant	A3120.2 Police Equipment	Use of excess DWI grant money for 911 system	\$3,560.00
A2300 Sale of Equipment	A7110.4 Parks & Grounds- Contractual	Money from sale of equipment to be used for playground improvements	\$3,100.00
A1640.4 Central Garage- Contractual	A5010.4 Hwy. Supt. – Contractual	Over budget	\$80.00
A882 General Maint. Reserve	A1620.4 Town Hall Contractual	Balance of reserve used for town hall generator project	\$3,711.50
A1990.4 Contingent Fund	A7510.1 Historian – Personal	Error in amount put in budget	\$44.00

MOTION was made by Councilman Krycia to approve the Budget Transfers/Amendments as presented; seconded by Councilman Ventry; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis read the following Encumbrances/Assignments for 2013:

SF3410.4 Fire Contractual	\$2,500.00 – Door Replacements
D5110.4 General Repairs – Contractual	\$25,354.88 – Box Culvert – Great Lakes Concrete
A1410.4 Town Clerk – Contractual	\$1,021 – Restoration of Books
A1620.4 Town Hall – Contractual	\$3,857.50 – Buffalo/Motor Generator
A3120.4 Police – Contractual	\$1,365.20 – Sewing Technology
A3640.4 Civil Defense	\$1,551.30 – Sewing Technology Honor Guard Uniforms
A8540.4 Drainage – Contractual	\$2,000.00 – 2013-01 Hemlock Project to be completed in 2014

MOTION was made by Councilman McLaughlin to approve the 2013 Encumbrances/Assignments as presented; seconded by Councilman Ventry; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Audit Bills:

Supervisor Nellis asked if there were any changes or additions to the “Audit of Bills” which are on file in the Town Clerk’s office. There were none.

DESCRIPTION	VOUCHER NUMBERS	AMOUNT
General Fund	791-840	\$44,855.05
Highway Dept. Fund	364-382	\$24,236.83
Fire Dept. Fund	294-304	\$4,746.07
Recreation Dept. Fund	171-179	\$7,372.06
Refuse and Garbage Fund	--	--
Street Lights Fund	33-34	\$885.24
Water Fund	59	\$187.43
Trust & Agency Fund	--	--
Capital Fund H8320.403	21	\$315.00
Community Development	--	--

MOTION was made by Councilman Ventry to approve the Audit of Bills as presented; seconded by Councilman McLaughlin; All “Ayes”? Opposed? – None; Abstain? – None; Motion carried.

New and Unfinished Business:

1. Approval of Wepax Road Water Rate

Supervisor Nellis read correspondence from Ann Knack, Administrative Assistant regarding a proposed increase in water rates for Wepax Road water users. Mrs. Knack stated that the rates were last increased in May 2011. The increase is warranted in part by monthly charges from Erie County Health Department for various water testing that must be done at each residence on Wepax besides on the main line; increased charges from the Village of Farnham for conducting these various tests, collecting the samples, distributing them to the Health Department, completing mandatory reports for the Health Department, reading the Master Meter and reading on a quarterly basis of individual meters and billing the individual homeowners. Mrs. Knack stated that our

costs are exceeding our revenues, thus a rate increase is warranted and that Wepax Road must sustain their own district. If approved by the Town Board individual letters will be written to the homeowners explaining the need for this increase effective January 1, 2014.

The rates would be as follows:

Keep the Flat Charge for 6,000 gallons - \$40.00
For every 1,000 gallons over 6,000, the proposed rate is \$5.50

MOTION was made by Supervisor Nellis to increase the water rates on Wepax Road as presented; seconded by Councilman Ventry; All “Ayes”; Opposed? – None; Abstain? – none; Motion carried.

Adjournment:

MOTION was made by Councilman Krycia to adjourn the Regular Meeting of the Eden Town Board; seconded by Councilman McLaughlin; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis adjourned the Regular Meeting of the Eden Town Board at 7:45 P.M.

MOTION was made by Councilman Krycia to open the 2014 Re-organizational Meeting of the Eden Town Board; seconded by Councilman McLaughlin; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis opened the 2014 Reorganization Meeting of the Eden Town Board at 7:45 p.m.

REORGANIZATIONAL MEETING

FOR THE YEAR 2014

TOWN OF EDEN

Supervisor Nellis began the Re-organizational Meeting by reading the following items:

1. Regular meetings of the Eden Town Board will be held on the second Wednesday of each month starting at 7:30 P.M. Additional meetings will be held on the fourth Wednesday of each month as needed.
2. The official newspaper of the Town of Eden will be “The Sun” located in Hamburg, New York.
3. Surety Bonds will be carried as follows:
 - \$1,116,000.00 - Tax Collector
 - \$1,116,000.00 - Supervisor/Deputy Supervisor
 - \$1,116,000.00 - Bookkeeper
 - \$1,116,000.00 - Court Clerk
 - \$50,000.00 - Blanket Employee Dishonesty
4. Mileage reimbursement will be \$.45 per mile while using personal vehicles on Town business, authorized in advance.
5. Copies of adopted minutes will be on file at the Eden Library and the Town Clerk’s office.
6. Appoint Key Bank, M & T, Evans Bank and Chase Bank and other institutions as deemed appropriate by the Board, as banks for deposits, checking and investments.

MOTION was made by Supervisor Nellis to accept and approve Items Nos. 1 thru 6 as presented; seconded by Councilman Ventry; All "Ayes"?; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis then read the Salaries of Elected Officials as follows:

Salaries of Elected Officials:

1. Town Board Members \$10,294.00 yearly to be paid monthly.
2. Justices Michael Cooper and Melissa Zittel at \$15,645.00 each yearly to be paid monthly.
3. Supervisor Glenn R. Nellis at \$37,872.00 yearly to be paid bi-weekly.
4. The Head Assessor will receive \$18,623.00 yearly, to be paid monthly and the other two assessors \$14,489.00 each yearly, to be paid monthly.
5. Town Clerk, Mary Jo Hultquist \$36,476.00 yearly, to be paid bi-weekly. The Town Clerk will also receive remuneration as school tax collector for the 2014-2015 school year \$7,446.00.
6. Highway Superintendent, Ronald Maggs at \$69,785.00 yearly, to be paid bi-weekly.

MOTION was made by Councilman McLaughlin to approve the above salaries; seconded by Councilman Krycia; All – "Ayes"; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis then read the Appointments and Salaries as follows:

Appointments and Salaries:

Appoint Teresa Baskerville full-time Court Clerk at \$32,305.00 yearly to be paid bi-weekly.

Appoint Bettyann Neifer part-time Court Clerk at \$15.18/hr. for up to 300 hours per year and Cynthia Ciesielski at \$11.43/hr. for up to 10 hours per week and Rachel Miller \$11.00 per hour to work in the Court Office as needed, not to exceed \$400 for the year.

The salary of the full-time Code Enforcement Officer for the month of January 2014 will be \$5,108.00, to be paid bi-weekly.

The salary of the full-time Bookkeeper will be \$36,577.00 yearly, to be paid bi-weekly.

The rate of pay for part-time highway employees will be \$11.50 per hour, to be paid bi-weekly.

Re-appoint Dave Rice Fire Inspector for structural fires at \$68.00 per occurrence.

Appoint Diane Herzog part-time secretary to the Code Enforcement Officer for five (5) hours per week at \$13.07/hr. to be paid bi-weekly.

MOTION was by Councilman Ventry to approve the above appointments; seconded by Councilman McLaughlin; All "Ayes" - Opposed? – None; Abstain? – None; Motion carried.

Appoint Cynthia Allen part-time secretary to the Assessors for 19 hours per week at the rate of \$11.79/hr., to be paid bi-weekly.

The Chairman of the Zoning Board of Appeals is to be paid \$500.00 yearly.

The Chairman of the Assessment Board of Review is to be paid \$125.00 yearly and the other members of the Assessment Board to be compensated \$85.00 each yearly. A secretary, if needed, will be compensated \$200.00 per year.

Deputy Town Clerk Heather Ohmit will be paid \$12.15 per hour. Deputy Town Clerk Cynthia Ciesielski will be paid \$11.79 per hour. The hours and salaries of the Town Clerk's office shall not exceed a total of 1,404 Deputy Clerk hours or \$16,909.00 for the year.

Appoint Mary Jo Hultquist, Registrar, at a rate of \$3,575.00 yearly, to be paid monthly.

Appoint William Sickau part-time custodian at 40 hours per month at \$13.94/hr. to be paid monthly.

Appoint Raymond Zabron, part-time Dog Control Officer, at an annual salary of \$14,650.00, to be paid monthly.

Appoint Maureen Zabron, part-time Dog Control Officer's secretary at an annual salary of \$3,119.00, to be paid monthly.

Appoint Susan Brass, Recreation Director at \$22,007.00 yearly, to be paid monthly.

Appoint Scot Christiansen, Recreation Working Crew Chief, at \$23.99/hr., to be paid bi-weekly.

Appoint Cynthia Kugler, secretary to the Highway Superintendent at \$13.78 per hour for 40 hours per week, to be paid bi-weekly and secretary to the Off-Road Drainage Committee at \$25.00 per meeting.

Appoint Kevin C. Condon, Town Prosecutor, at annual salary of \$6,186.00, to be paid monthly.

Reappoint Ronald Maggs, Chairman of the Off-Road Drainage Committee.

Reappoint Ronald Maggs and appoint Cindy Kugler as Co-MS4 Officers to be compensated \$1,568.00 and \$1,015.00, respectively, yearly, to be paid bi-weekly.

Appoint William J. Trask, Sr., Town Attorney to provide legal services for the Town at an annual compensation of \$29,220.00, to be paid monthly.

Kim Soda, Full-Time Police Dispatcher will be compensated \$42,767.00 for the year, to be paid bi-weekly.

Part-time Police Officers will be paid \$18.27 per hour for Day Shifts, not to exceed 1768 hours and \$32,302.00 and \$19.44 per hour for Night Shifts, not to exceed 1000 hours and \$19,440.00 not to exceed a total expenditure of \$51,742.00 for all part-time officers for the year.

Appoint the following persons as part-time police officers: Mark Baltes, Samuel Beiter, Adam Cornell, Joseph Flynn, Timothy McDonald, James Pierce, Michael Rich, Christopher Schreiber, Richard Syracuse and Ryan Young.

Part-time public safety dispatchers with 1-5 years experience will be paid \$10.92 per hour, with 6-10 years experience \$11.47 per hour and with 11 years the rate will be \$12.02 per hour.

Appoint the following persons as part-time public safety dispatchers: Julie Boedo, Derek Filipiak, Stan Janus, Thomas Jones and Rose Nadrich.

MOTION was made by Councilman McLaughlin to approve the above appointments and salaries as stated; seconded by Councilman Ventry; All “Ayes”; Opposed? - None; Abstain? – None; Motion carried.

Councilman Krycia read the following appointments:

Appoint Diane Herzog, Planning Board Secretary at \$96.28 per occasion.

Appoint Stacey Callinan secretary to the Historic Review Board and Zoning Board secretary at the rate of \$87.44 per hearing plus \$13.34/hr. for reconvened hearings.

Appoint Police Chief the inspection official for games of chance at no pay.

Appoint the Town Clerk as Affirmative Action Officer at no pay.

The Eden and East Eden Fire Chiefs will receive an annual stipend of \$1,200.00 each.

Appoint William Laing part-time Fire Clerk at \$12.50 per hour, not to exceed 8 hours per week, to be paid bi-weekly.

The Director of Operations for the Eden Emergency and Rescue Squad will receive an annual stipend of \$1,200.00.

Appoint Scott Hultquist part-time clerk typist for the Emergency and Rescue Squad at \$12.50 per hour not to exceed 8 hours per week, to be paid bi-weekly.

MOTION was by Supervisor Nellis to approve the above appointments and salaries; seconded by Councilman McLaughlin; All – “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Appointments of the Supervisor:

Supervisor Nellis read the following appointments:

Appoint Lisa J. Greiner, Administrative Assistant and Confidential Secretary to the Supervisor at \$35,147.00 yearly, to be paid bi-weekly.

Appoint Diane Herzog, part-time secretary to the Supervisor at \$13.07 per hour for 14 hours per week, to be paid bi-weekly.

Appoint Anna Mae Knack part-time secretary at \$20,381.00 yearly, to be paid bi-weekly.

Appoint Sue Minekime Town Historian at \$2,198.00 each for the year.

Appoint Glenn Nellis, Director of Civil Defense, at no salary.

Appoint Joseph Flynn, Captain of the Reserve Police, at no salary.

Appoint Robert Pietrocarlo Head Assessor.

MOTION was made by Councilman Krycia to approve the appointments and salaries as stated: seconded by Councilman Ventry; All – “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis made the following appointments as Town Board Liaisons to the various Town Boards/Committees:

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| Mary Lou Pew | Code Review Committee |
| Rich Ventry & Fran McLaughlin | Recreation Advisory Board |
| Edward Krycia, Jr. | Eden Chamber of Commerce |
| Edward Krycia, Jr. | Historic Preserv Board/Local History Comm |
| Edward Krycia, Jr. & Fran McLaughlin | Economic Development Committee |

Edward Krycia, Jr.	Conservation Advisory Board
Mary Lou Pew	Zoning Board of Appeals
Edward Krycia, Jr.	Library Board
Mary Lou Pew & Rich Ventry	Emergency Squad
Fran McLaughlin	Street Lights
Edward Krycia, Jr. & Rich Ventry	Planning Board
Mary Lou Pew & Rich Ventry	Fire Departments
Rich Ventry	Assessment Board of Review
Edward Krycia, Jr.	Agricultural Advisory Board
Fran McLaughlin	Drainage Committee
Mary Lou Pew	Technology Committee
Mary Lou Pew & Rich Ventry	Emergency Preparedness Committee
Glenn R. Nellis	Association of Erie County Governments
Fran McLaughlin	NEST- Solid Waste
Glenn R. Nellis	Community Development Block Grant
Glenn R. Nellis	Rural Transit Service Advisory Board
Glenn R. Nellis & Rich Ventry	Southtowns Community Enhancement Coalition
Glenn Nellis	Watershed/Erie County Water Quality Committee

MOTION was made by Councilman McLaughlin to approve the appointments of Town Board Liaisons; seconded by Councilman Krycia - “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Advisory Board Appointments/Reappointments:

Supervisor Nellis stated all Committee/Board members whose terms were due to expire December 31, 2013 were notified and requested to fill out a new application if they wished to be considered for reappointment. Board Chairs were also asked to supply a recommendation for reappointment and appointments to their various boards. Based on the recommendations received to date:

Reappoint Bettyann Neifer to a five-year term on the Eden Library Board.

MOTION was made by Supervisor Nellis to approve the Eden Library Board reappointment as presented; seconded by Councilman Krycia; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Reappoint the following persons to a two-year term on the Eden Agricultural Committee: Karyn Agle Sullivan, Gerald Mammoser, David Zittel (Chairman) and Felice Krycia.

MOTION was made by Supervisor Nellis to approve the Eden Agricultural Committee reappointments/appointments as presented; seconded by Councilman Ventry; “Ayes”; Nellis, Ventry, McLaughlin; Opposed? – None; Abstain? – Krycia; Motion carried.

Reappoint the following persons to a two-year term to the Historic Review Board/Local History Committee: Gary Nobbs, Carl Modica, and Robert Stievater.

MOTION was made by Councilman Krycia to approve the Historic Review Board/Local History Committee reappointments/appointments as presented; seconded by Councilman Ventry; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Renewal of Independent Service Provider Contracts:

MOTION was made by Supervisor Nellis to renew a one-year contract with Michael Bolo (Peak Performance) as an Independent Economic Development Specialist Provider for the Town of Eden for the year 2014 at an annual stipend of \$2,400, to be compensated \$200 monthly upon receipt of a statement of services rendered for that month. Seconded by Councilman Ventry; All “Ayes”? Opposed? – None; Abstain? – None; Motion carried.

MOTION was made by Councilman Ventry to renew a one-year contract with Charles Dias as an Independent Computer Technology Service Provider for the Town of Eden for the year 2014 at an annual stipend of \$4,872, to be compensated \$406.00 monthly upon receipt of statement for services rendered for that month. Seconded by Councilman McLaughlin; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

MOTION was made by Councilman Ventry to enter into a contract with Drescher and Malecki to serve as independent accountants and auditors for the Town for the year ending December 31, 2013 and the cost of \$19,275.00 and to authorize Supervisor Nellis to execute said contract as prepared by Drescher and Malecki; seconded by Councilman Krycia; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

MOTION was made by Councilman McLaughlin to enter into a contract with Joseph Ghosen, to serve as GIS Consultant for the 2013 at \$6,000.00 yearly, to be reimbursed \$500.00 per month; seconded by Councilman Ventry; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

MOTION was made by Councilman McLaughlin to designate Lisa Winter, Bookkeeper, to oversee the services provided to the Town by Drescher and Malecki; seconded by Councilman Ventry; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Reaffirmation of the Town’s Procurement and Investment Policies:

MOTION was made by Supervisor Nellis to adopt the Procurement Policy as amended December 29, 2010, and to adopt the Investment Policies and Guidelines of the Town of Eden, as amended on December 29, 2010. Both are on file in the Town Clerk’s office; seconded by Councilman Krycia; All – “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Appoint CRA Engineering as our engineering firm of record providing Retainer Services, an estimated 6-8 hours per month, for a yearly sum of \$4,500.00, to be paid semi-annually and authorize Supervisor Glenn R. Nellis to execute said contract as prepared by CRA Engineering.

MOTION was made by Councilman McLaughlin to appoint CRA Engineering as our engineering firm of record providing Retainer Services, an estimated 6-8 hours per month, for a yearly sum of \$4,500.00, to be paid semi-annually and authorize Supervisor Glenn R. Nellis to execute said contract as prepared by CRA Engineering; seconded by Councilman Krycia; All “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Reaffirm daily meal allowance for annual Association of Towns Meeting held in New York City at \$40.00 a day and limit hotel stay to two nights for this annual meeting.

MOTION was made by Councilman McLaughlin to reaffirm the daily meal allowance for annual Association of Towns Meeting held in New York City at \$40.00 a day and limit the hotel stay to two nights; seconded by Councilman Krycia; All “Ayes”; Opposed? - None; Abstain? – None; Motion carried

Adjournment:

MOTION was made by Councilman Krycia to adjourn the Reorganization Meeting of the Eden Town Board; seconded by Councilman Ventry; All – “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis adjourned the Reorganization Meeting of the Eden Town Board at 8:10 P.M.

Hearing of Visitors:

There were none.

Adjournment:

December 30, 2013

MOTION was made by Councilman McLaughlin to adjourn the Regular Meeting of the Eden Town Board; seconded by Councilman Ventry; All – “Ayes”; Opposed? – None; Abstain? – None; Motion carried.

Supervisor Nellis adjourned the Regular Meeting of the Eden Town Board at 8:15 P.M.

Executive Session:

Supervisor Nellis adjourned the Executive Session of the Eden Town Board Meeting at 9:30 P.M.

Respectfully submitted by,

Mary Jo Hultquist
Town Clerk