

Organizational Meeting

The Organizational Meeting of the Ephratah Town Board was held 9:00 A.M. on January 1, 2020 at the Ephratah Town Hall.

Roll Call found the following members present:

Supervisor	Todd Bradt
Councilman	Ivan Duesler
Councilman	George Cosselman
Councilwoman	Eleanor Smith
Councilman	Andrew Chorlton
Clerk	Cynthia Wesselmann
Hwy Superintendent	Alan Cretser
Attorney	Michael Albanese

The meeting was opened with the salute to the flag led by Supervisor Todd Bradt.

Resolution 1

Andrew Chorlton offered Resolution 1 to set the official meeting day as the 2nd Wednesday of each month; Time to be set at 6 p.m. and place is Ephratah Town Hall. 2nd by Ivan Duesler. 5 Ayes. Carried.

Resolution 2

Ivan Duesler offered Resolution 2 to designate the Leader Herald as the official newspaper and NBT Bank as the official depository. 2nd by George Cosselman. 5 Ayes, Carried.

Resolution 3

Eleanor Smith offered Resolution 3 to set the wages of the Town Highway Employees as per the 2020 labor contract. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 4

Eleanor Smith offered Resolution 4 to set the wages of the Town Officials as per 2020 Budget. 2nd by Ivan Duesler. 5 Ayes. Carried.

Resolution 5

Ivan Duesler offered Resolution 5 to set the wages of the Assessment Board of Review @ \$50.00 for grievance day; \$11.80/hour for attending school and \$11.80/hour for working beyond grievance day. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 6

Ivan Duesler offered Resolution 6 to appoint Michael Albanese as the Town Attorney with the salary of \$11,000.00 for 2020 year. 2nd by George Cosselman. 5 Ayes. Carried.

Resolution 7

Andrew Chorlton offered Resolution 7 to set the official town mileage at \$.58/mile 2nd by Eleanor Smith. 5 Ayes, Carried.

Resolution 8

Eleanor Smith offered Resolution 8 to appoint Devon Percival as Code Enforcement Officer for the year of 2020 at a salary of \$8,800. 2nd by George Cosselman. 5 Ayes. Carried.

Resolution 9

Ivan Duesler offered Resolution 9 to appoint Penelope Smith as the Assessor's Clerk with salary of \$11.80, not to exceed \$6,000.00 for 2020 year. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 10

Ivan Duesler offered Resolution 10 authorizing Supervisor Bradt to appoint Evelyn Frasier as the Town Historian at a salary of \$500, and a Deputy, Abbey Cretser, for \$250 for the 2020 year. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 11

Eleanor Smith offered Resolution 11 to appoint Dan Robinson as Dog Control Officer with salary of \$3,300.00; enumerations to be \$1,000.00 when handed in to Clerk and mileage set at \$.58 /mile. 2nd by Ivan Duesler. 5 Ayes. Carried.

Resolution 12

Ivan Duesler offered Resolution 12 to authorize the Dog Control Officer to appoint a deputy, with no salary. Deputy to be Linda Robinson. 2nd by Eleanor Smith. 5 Ayes. Carried.

Resolution 13

Eleanor Smith offered Resolution 13 to appoint Cynthia Wesselmann as Registrar of Vital Statistics with salary to be fee collected. 2nd by George Cosselman. 5 Ayes. Carried.

Resolution 14

Eleanor Smith offered Resolution 14 to authorize the Registrar to appoint a Deputy Registrar, to be Susan Groesbeck. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 15

Ivan Duesler offered Resolution 15 to authorize the Town Clerk Cynthia Wesselmann to appoint a Deputy Town Clerk with a salary of \$11.80 per hour, not to exceed \$1,000.00 for 2020, to be Susan Groesbeck. 2nd by Eleanor Smith. 5 Ayes. Carried.

Resolution 16

George Cosselman offered Resolution 16 to authorize Supervisor Todd Bradt to appoint Ivan Duesler as Deputy Supervisor with a salary of \$600 for 2020 year. 2nd by Eleanor Smith. 4 Ayes, 1 Abstention (Ivan Duesler). Carried.

Resolution 17

Ivan Duesler offered Resolution 17 to authorize Superintendent of Highways Alan Cretser to appoint Duane Gallt as his Deputy with a salary of \$1,500 for 2020 year. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 18

Eleanor Smith offered Resolution 18 to appoint Vicki Lansburg as the Tax Collector for 2020, with a salary of \$3,500. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 19

George Cosselman offered Resolution 19 to authorize Tax Collector Vicki Lansburg to appoint a Deputy, Paula Keppler, with a salary of \$11.80 per/hour, per diem, not to exceed \$750 for the year 2020. 2nd by Eleanor Smith. 5 Ayes. Carried.

Resolution 20

Eleanor Smith offered Resolution 20 authorizing Supervisor Bradt to appoint Lita Hillier as Budget Officer with a salary of \$6,000.00 and designate Lita Hillier as Bookkeeper for 2020 with a salary of \$6,000. 2nd by Ivan Duesler. 5 Ayes. Carried.

Resolution 21

George Cosselman offered Resolution 21 to authorize the 2 Town Justices to employ a stenographer in the event of a court trial. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 22

Ivan Duesler offered Resolution 22 to authorize the Supervisor to pay all salaries monthly except Superintendent of Highways and Town Highway employees, which are to be paid weekly. 2nd by George Cosselman. 5 Ayes. Carried.

Resolution 23

Ivan Duesler offered Resolution 23 to authorize the Supervisor to invest surplus monies in GMMA or CD's. 2nd by Eleanor Smith. 5 Ayes. Carried.

Resolution 24

Andrew Chorlton offered Resolution 24 to appoint Peggy Booth, Mang Insurance, as Broker for MVP Gold and Excellus Health Ins. 2nd by George Cosselman. 5 Ayes. Carried.

Resolution 25

Eleanor Smith offered Resolution 25 to enter into a memo of understanding with NYS Dept of Environmental Conservation. 2nd by Ivan Duesler. 5 Ayes. Carried.

Resolution 26

Ivan Duesler offered Resolution 26 to authorize payment in advance of audit of claims for public utilities services including telephone & electric lights, and to purchase postage. All such claims shall be presented at the next regular meeting. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 27

Ivan Duesler offered Resolution 27 to appoint Todd Bradt as voting delegate to the Association of Towns Meeting in NYC. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 28

Andrew Chorlton offered Resolution 28 to designate all claims that are to be filed on monthly abstracts submitted no later than the **Friday** before the Town Board meeting, with the exception of emergency claims and last minute claims, which are to be handed in by 6 p.m. the Tuesday before the town meeting. 2nd by George Cosselman. 5 Ayes. Carried.

Resolution 29

Eleanor Smith offered Resolution 29 to create a petty cash fund for the Tax Collector for the amount of \$50, to make change only. 2nd by Andrew Chorlton. 5 Ayes, Carried.

Resolution 30

Ivan Duesler offered Resolution 30 to create a petty cash fund for the Town Clerk for the amount of \$200. 2nd by Eleanor Smith. 5 Ayes. Carried.

Resolution 31

Ivan Duesler offered Resolution 31 to appoint Howard Dutcher as the Health Officer, for the Town, for 2020 with a salary of \$590. 2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 32

Eleanor Smith offered Resolution 32 to authorize the necessary 2020 year-end budget transfers to close the books as follows:

To: A1220.2 – Supervisor E.Q.	\$1,687.82	
From: A1220.4 – Supervisor C.E.		\$1,687.82
To: A1330.2 – Tax Collector E.Q.	\$70.00	
From: A1330.4 – Tax Collector C.E.		\$70.00
To: A1620.1 – Buildings P.S.	\$94.20	
From: A1990.4 – Contingent		\$94.20
To: A1680.2 – Central Data Processing E.Q.	\$386.30	
From: A1990.4 – Contingent		\$386.30
To: A1680.4 – Central Data Processing C.E.	\$278.25	
From: A1990.4 – Contingent		\$278.25
To: A1910.1 – Unallocated Insurance	\$343.35	
From: A1990.4 – Contingent		\$343.35
To: A9010.8 – Retirement	\$122.00	
From: A1990.4 – Contingent		\$122.00
To: A9055.8 – Disability Insurance	\$831.57	
From: A1990.4 – Contingent		\$831.57
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To: DA5110.1 – General Repairs P.S.	\$6,993.00	
From: DA5110.4 – General Repairs C.E.		\$6,993.00
To: DA5142.4 – Snow Removal C.E.	\$16,000.00	
From: DA5142.1 – Snow Removal P.S.		\$16,000.00
To: DA9040.8 – Worker’s Compensation	\$167.85	
From: DA9055.8 Disability Insurance		\$167.85

2nd by Ivan Duesler. 5 Ayes. Carried.

Resolution 33

Ivan Duesler offered Resolution 33 authorizing Alan Cretser, Superintendent of Highways to designate the following roads as Seasonal Limited Use Highways under Section 205-a of the Highway Law effective immediately for January 1, 2020:

- Jinkes Hollow
- Arthurs Road
- East Road, from Tom Shears to the Town of Ephratah town line
- Green Street, between Sam’s camp and Lansburg’s
- Howard Road
- Irish Settlement Road, starting after the first camp at a point approximately 200 feet South from the most Northern entrance of County Hwy 119.
- Swamp Road
- Tillboro Road, From Charles Lyons west, down to Steve Cornaire’s.
- Turn Hill Road, from State Hwy 10 South to Joe Kurts
- Gottung Road
- Fical Corners West, from Larry Dwight’s west to the Town of Ephratah town line

2nd by Eleanor Smith. 5 Ayes. Carried.

Resolution 34

Ivan Duesler offered Resolution 34 authorizing Town of Ephratah to enter into a Planning Service Agreement with Fulton County Planning Department, whereby the Town of Ephratah would commit to spend up to \$1,000 to pay for Planning Service that may be needed during the 2020 year, noting the first ten hours are free. 2nd by Eleanor Smith. 5 Ayes. Carried.

Resolution 35

Eleanor Smith offered Resolution 35 to authorizing a second person to sign an official document on any checks if the original person is unable to sign. The original, person along with the second signee are as follows:

- Supervisor Todd Bradt: 2nd signee to be Ivan Duesler
- Clerk Cynthia Wesselmann 2nd signee to be Todd Bradt
- Tax Collector Vicki Lansburg 2nd signee to be Paula Keppler

2nd by Andrew Chorlton. 5 Ayes. Carried.

Resolution 36

Eleanor Smith offered Resolution 36 to adopt the Procurement policy in place for the Town of Ephratah. 2nd by Ivan Duesler. 5 Ayes. Carried.

Resolution 37

Eleanor Smith offered Resolution 37 to adopt the Sexual Harassment Policy in place for the Town of Ephratah. 2nd by George Cosselman. 5 Ayes. Carried.

George Cosselman made a motion to adjourn. 2nd by Eleanor Smith. 5 Ayes. Carried.
Time: 9:24 a.m.

Respectfully submitted,

Cynthia A Wesselmann
Town Clerk