

# Organizational Meeting

The Organizational Meeting of the Ephratah Town Board was held 9:00 A.M. on January 2, 2023 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- absent
Clerk	Cynthia Wesselmann
Hwy Superintendent	Alan Cretser
Attorney	Michael Albanese - absent

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

## Resolution 1

Eleanor Smith offered Resolution 1 to set the official meeting day as the 2<sup>nd</sup> Wednesday of each month; Time to be set at 6 p.m. and place is Ephratah Town Hall. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

## Resolution 2

Eleanor Smith offered Resolution 2 to designate the Gazette as the official newspaper and NBT Bank as the official depository. 2<sup>nd</sup> by George Cosselman. 4 Ayes, Carried.

## Resolution 3

George Cosselman offered Resolution 3 to set the wages of the Town Highway Employees as per the 2023 labor contract. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

## Resolution 4

Ivan Duesler offered Resolution 4 to set the wages of the Town Officials as per 2023 Budget. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

## Resolution 5

Eleanor Smith offered Resolution 5 to set the wages of the Assessment Board of Review @ \$80.00 for grievance day; \$14.20/hour for attending school and for working beyond grievance day. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

## Resolution 6

George Cosselman offered Resolution 6 to appoint Michael Albanese as the Town Attorney with the salary of \$11,000 for 2023. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes, Carried.

## Resolution 7

Ivan Duesler offered Resolution 7 to set the official town mileage at \$.655/mile 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

## Resolution 8

Eleanor Smith offered Resolution 8 to appoint Devon Percival as Code Enforcement Officer for 2023, with a salary of \$8,800. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

## Resolution 9

George Cosselman offered Resolution 9 to appoint Penelope Smith as the Assessor's Clerk with salary of \$15.00, not to exceed \$6,000.00 for 2023 year. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes, Carried.

**Resolution 10**

Ivan Duesler offered Resolution 10 authorizing Supervisor Bradt to appoint Abby Crester as the Town Historian at a salary of \$600, and a Deputy, Evelyn Frasier, for \$350 for the 2023 year. 2<sup>nd</sup> by Eleanor Smith. 4 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 \$.655 /mile. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

**Resolution 12**

George Cosselman offered Resolution 12 to authorize the Dog Control Officer to appoint a deputy, with no salary. Deputy to be Linda Robinson. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

**Resolution 13**

Ivan Duesler offered Resolution 13 to appoint Cynthia Wesselmann as Registrar of Vital Statistics with salary to be fee collected. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

**Resolution 14**

Eleanor Smith offered Resolution 14 to authorize the Registrar to appoint a Deputy Registrar, to be Susan Groesbeck. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

**Resolution 15**

George Cosselman offered Resolution 15 to authorize the Town Clerk Cynthia Wesselmann to appoint a Deputy Town Clerk, Susan Groesbeck, with a salary of \$15.00 per hour; not to exceed \$1,000.00 for 2023. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

**Resolution 16**

Eleanor Smith offered Resolution 16 to authorize Supervisor Todd Bradt to appoint Ivan Duesler as Deputy Supervisor with a salary of \$600 for 2023 year. 2<sup>nd</sup> by George Cosselman. 3 Ayes, 1 Abstention (Ivan Duesler), Carried.

**Resolution 17**

\_\_\_\_\_ offered Resolution 17 to authorize Superintendent of Highways Alan Cretser to appoint \_\_\_\_\_ as his Deputy with a salary of \$1,500 for 2023 year. 2<sup>nd</sup> by \_\_\_\_\_. \_\_\_\_ Ayes. Carried. The Town Board tabled this until the next meeting of January 11<sup>th</sup>, 2023.

**Resolution 18**

Ivan Duesler offered Resolution 18 to appoint Vicki Lansburg as the Tax Collector for 2023, with a salary of \$4,000. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

**Resolution 19**

Eleanor Smith offered Resolution 19 to authorize Tax Collector Vicki Lansburg to appoint a Deputy, Jamie Laraway with a salary of \$15.00 per/hour, per diem, not to exceed \$750 for the year 2023. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

**Resolution 20**

George Cosselman offered Resolution 20 authorizing Supervisor Bradt to appoint Lita Hillier as Budget Officer with a salary of \$6,200.00 and designate Lita Hillier as Bookkeeper for 2023 with a salary of \$6,200. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

**Resolution 21**

Ivan Duesler offered Resolution 21 to authorize the 2 Town Justices to employ a stenographer in the event of a court trial. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

**Resolution 22**

Eleanor Smith 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. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

**Resolution 23**

George Cosselman offered Resolution 23 to authorize the Supervisor to invest surplus monies in GMMA or CD's. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

**Resolution 24**

Ivan Duesler offered Resolution 24 to appoint Peggy Booth, Mang Insurance, as Broker for MVP Gold and Excellus Health Ins. 2<sup>nd</sup> by Eleanor Smith. 5 Ayes. Carried.

**Resolution 25**

Eleanor Smith offered Resolution 25 to enter into a memo of understanding with NYS Dept of Environmental Conservation. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

**Resolution 26**

George Cosselman 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. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

**Resolution 27**

Ivan Duesler offered Resolution 27 to appoint Todd Bradt as voting delegate to the Association of Towns Meeting in NYC. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

**Resolution 28**

Eleanor Smith 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. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

**Resolution 29**

George Cosselman offered Resolution 29 to create a petty cash fund for the Tax Collector for the amount of \$50, to make change only. 2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

**Resolution 30**

Ivan Duesler offered Resolution 30 to create a petty cash fund for the Town Clerk for the amount of \$200. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

**Resolution 31**

Eleanor Smith offered Resolution 31 to appoint Howard Dutcher as the Health Officer, for the Town, for 2023 with a salary of \$590. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

**Resolution 32**

George Cosselman offered Resolution 32 to authorize the necessary 2022 year-end budget transfers to close the books as follows:

To: A1450.4 – Elections C.E.	\$ 193.24	
From: A1420.4 – Attorney C.E.		\$ 193.21
To: A1620.1 – Buildings P.S.	\$ 765.00	
From: A1990.4 – Contingent		\$ 765.00
To: A1620.2 – Buildings E.Q.	\$4,202.50	
From: A1990.4 – Contingent		\$4,202.50
To: A1910.1 – Unallocated Ins.	\$3,204.00	
From: A1420.4 – Attorney C.E.		\$3,204.00
To: A7510.4 – Historian C.E.	\$ 115.61	
From: A1420.4 – Attorney C.E.		\$ 115.61
To: A9010.8 – Retirement	\$6,023.50	
From: A1420.4 – Attorney C.E.		\$6,023.50

2<sup>nd</sup> by Ivan Duesler. 4 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, 2023:

- 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

2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

**Resolution 34**

Eleanor Smith 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 2023 year, noting the first ten hours are free. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

**Resolution 35**

George Cosselman 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: 2<sup>nd</sup> signee to be Ivan Duesler
- Clerk Cynthia Wesselmann 2<sup>nd</sup> signee to be Todd Bradt
- Tax Collector Vicki Lansburg 2<sup>nd</sup> signee to be Todd Bradt

2<sup>nd</sup> by Ivan Duesler. 4 Ayes. Carried.

**Resolution 36**

Ivan Duesler offered Resolution 36 to adopt the Procurement policy in place for the Town of Ephratah. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

**Resolution 37**

Eleanor Smith offered Resolution 37 to adopt the Anti-Harassment Policy in place for the Town of Ephratah. 2<sup>nd</sup> by George Cosselman. 4 Ayes. Carried.

Ivan Duesler made a motion to adjourn. 2<sup>nd</sup> by Eleanor Smith. 4 Ayes. Carried.

Time: 9:20 a.m.

Respectfully submitted,

Cynthia A Wesselmann  
Town Clerk