

# Organizational Meeting

The Organizational Meeting of the Ephratah Town Board was held 9:00 A.M. on January 1, 2024 at the Ephratah Town Hall.

Roll Call found the following members present:

Supervisor	Todd Bradt
Councilman	Andrew Chorlton
Councilman	George Cosselman
Councilwoman	Eleanor Smith
Councilwoman	Paula Keppler
Clerk	Cynthia Wesselmann
Hwy Superintendent	John Polenski Jr

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 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 Eleanor Smith. 5 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. 5 Ayes, Carried.

## Resolution 3

Eleanor Smith offered Resolution 3 to set the wages of the Town Highway Employees as per the 2024 labor contract. 2<sup>nd</sup> by Andrew Chorlton. 5 Ayes, Carried.

## Resolution 4

George Cosselman offered Resolution 4 to set the wages of the Town Officials as per 2024 Budget. 2<sup>nd</sup> by Eleanor Smith. 5 Ayes. Carried.

## Resolution 5

Andrew Chorlton offered Resolution 5 to set the wages of the Assessment Board of Review @ \$80.00 for grievance day; \$15.00/hour for attending school and \$15.00/hour for working beyond grievance day. 2<sup>nd</sup> by Eleanor Smith. 5 Ayes. Carried.

## Resolution 6

Andrew Chorlton offered Resolution 6 to appoint Michael Albanese as the Town Attorney with the salary of \$11,000.00 for 2024 year. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

## Resolution 7

Eleanor Smith offered Resolution 7 to set the official town mileage at \$.67/mile 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

## Resolution 8

Eleanor Smith offered Resolution 8 to appoint Devon Percival as Code Enforcement Officer for the year of 2024 at a salary of \$8,800. 2<sup>nd</sup> by Andrew Chorlton. 5 Ayes. Carried.

## Resolution 9

Andrew Chorlton /offered Resolution 9 to appoint Penelope Smith as the Assessor's

Clerk with salary of \$15.00, not to exceed \$6,000.00 for 2024 year. 2<sup>nd</sup> by Eleanor Smith. 5 Ayes. Carried.

#### **Resolution 10**

Paula Keppler offered Resolution 10 authorizing Supervisor Bradt to appoint Abby Cretser as the Town Historian at a salary of \$625.00, and a Deputy, Evelyn Frasier, for \$375 for the 2024 year. 2<sup>nd</sup> by Eleanor Smith. 5 Ayes. Carried.

#### **Resolution 11**

Andrew Chorlton offered Resolution 11 to appoint Dan Robinson as Dog Control Officer with salary of \$4,000 ; enumerations to be \$1,000 when handed in to Clerk and mileage set at \$.67 /mile. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

#### **Resolution 12**

Eleanor Smith 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 Andrew Chorlton. 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. 2<sup>nd</sup> by Andrew Chorlton. 5 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 Paula Keppler. 5 Ayes. Carried.

#### **Resolution 15**

Eleanor Smith offered Resolution 15 to authorize the Town Clerk Cynthia Wesselmann to appoint a Deputy Town Clerk with a salary of \$15.00 per hour, not to exceed \$1,000.00 for 2024, to be Susan Groesbeck. 2<sup>nd</sup> by Paula Keppler. 5 Ayes. Carried.

#### **Resolution 16**

Eleanor Smith offered Resolution 16 to authorize Supervisor Todd Bradt to appoint Andrew Chorlton as Deputy Supervisor with a salary of \$600 for 2024 year. 2<sup>nd</sup> by George Cosselman. 4 Ayes, 1 Abstention (Andrew Chorlton). Carried.

#### **Resolution 17**

Andrew Chorlton offered Resolution 17 to authorize Superintendent of Highways John Polenski Jr to appoint Steven Cornaire as his Deputy with a salary of \$1,750 for 2024 year. 2<sup>nd</sup> by Eleanor Smith. 5 Ayes. Carried.

#### **Resolution 18**

Paula Keppler offered Resolution 18 to appoint Jamie Laraway as the Tax Collector for 2024, with a salary of \$4,250. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

#### **Resolution 19**

Paula Keppler offered Resolution 19 to authorize Tax Collector Jamie Laraway to appoint a Deputy, Vicki Lansburg with a salary of \$15.00 per/hour, per diem, not to exceed \$750 for the year 2024. 2<sup>nd</sup> by Andrew Chorlton. 5 Ayes. Carried.

#### **Resolution 20**

Eleanor Smith offered Resolution 20 authorizing Supervisor Bradt to appoint Lita Hillier as Budget Officer with a salary of \$6,200.00 and designate Lita Hillier as Bookkeeper for 2024 with a salary of \$6,200. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

**Resolution 21**

Paula Keppler 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. 5 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. 5 Ayes. Carried.

**Resolution 23**

Eleanor Smith offered Resolution 23 to authorize the Supervisor to invest surplus monies in GMMA or CD's. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

**Resolution 24**

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

**Resolution 27**

Eleanor Smith offered Resolution 27 to appoint Todd Bradt as voting delegate to the Association of Towns Meeting in NYC. 2<sup>nd</sup> by Paula Keppler. 5 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. 5 Ayes. Carried.

**Resolution 29**

Paula Keppler 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 Eleanor Smith. 5 Ayes. Carried.

**Resolution 30**

Paula Keppler offered Resolution 30 to create a petty cash fund for the Town Clerk for the amount of \$200. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

**Resolution 31**

Andrew Chorlton offered Resolution 31 to appoint Howard Dutcher as the Health Officer, for the Town, for 2024 with a salary of \$590. 2<sup>nd</sup> by Eleanor Smith. 5 Ayes. Carried.

**Resolution 32**

Eleanor Smith offered Resolution 32 to authorize the necessary 2023 year-end budget transfers to close the books as follows:

General Bills, abstract #13 of 2023 Voucher 622-630 in the amount of \$5,758.96.

Highway Bills, abstract #13 of 2023 Voucher 631-643 in the amount of \$8,996.97.

To: A1220.2 – Supervisor EQ	\$41.84	
From: A1220.4 – Supervisor CE		\$41.84
To: A1410.11 – Deputy Town Clerk	\$12.50	
From: A1410.4 – Town Clerk CE		\$12.50
To: A1620.1 – Buildings PS	\$930.52	
From: A1620.4 – Buildings CE		\$930.52
To: A1910.1 – Unallocated Ins	\$1,874.56	
From: A1420.4 – Attorney CE		\$1,874.56
To: A3010.4 – (Coronv) Public Safety	\$25,000.00	
From: A1990.4 – Contingent		\$5,000.00
From: A9950.9 – Transfer to Capital Proj		\$20,000.00
To: A5182.4 – Street Lighting CE	\$1,062.02	
From: A1440.4 – Engineer CE		\$1,062.02
To: A6410.4 – Publicity CE	\$19.80	
From: A6510.4 – Veterans CE		\$19.80
To: A9010.8 – Retirement	\$3.50	
From: A9060.8 – Health Ins		\$3.50

2023 Year-End Transfers  
Page 2

To: A9030.8 – Social Security	\$3,093.37	
From: A8020.41 – County Planning Svcs		\$1,000.00
From: A8160.4 – Refuse & Garbage CE		\$1,093.37
From: A9050.8 – Unemployment		\$1,000.00

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RESOLUTION to raise revenues and appropriations to use anticipated excess sales tax revenue to use toward Ambulance Building Project Expenses as follows:

A510 – Estimated Revenues (A1120 – Sales Tax)	\$31,556.47
A960 – Appropriations (A3010.4 – (Coronv) Public Safety	\$31,556.47

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To: DA9010.8 – Retirement	\$12.50	
From: DA9060.8 – Health Ins		\$12.50

RESOLUTION to raise revenues and appropriations to use excess CHIPS Aid received from the State of New York as follows:

DA510 – Estimated Revenues (DA3501 – CHIPS Aid)	\$64,338.92
DA960 – Appropriations (DA5112.2 – CHIPS EQ)	\$64,338.92

2023 Year-End Transfers  
Page 3

RESOLUTION to raise revenues and appropriations to use anticipated CHIPS Aid toward reimbursement of prior Highway equipment purchase (2023 F-550, 2023 Dump Box, Plow and Sander) as follows:

DA510 = Estimated Revenues (DA5112.2 – CHIPS EQ)	\$100,584.45
DA – Appropriations (DA5130.2 – Machinery EQ)	\$100,584.45

2<sup>nd</sup> by Andrew Chorlton. 5 Ayes. Carried.

**Resolution 33**

Andrew Chorlton offered Resolution 33 authorizing John Polenski Jr, 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, 2024:

- 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 George Cosselman. 5 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 2024 year, noting the first ten hours are free. 2<sup>nd</sup> by Andrew Chorlton. 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: 2<sup>nd</sup> signee to be Andrew Chorlton
- Clerk Cynthia Wesselmann 2<sup>nd</sup> signee to be Todd Bradt
- Tax Collector Jamie Laraway 2<sup>nd</sup> signee to be Todd Bradt

2<sup>nd</sup> by Paula Keppler. 5 Ayes. Carried.

#### **Resolution 36**

Andrew Chorlton offered Resolution 36 to adopt the Procurement policy in place for the Town of Ephratah. 2<sup>nd</sup> by Eleanor Smith. 5 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 Andrew Chorlton. 5 Ayes. Carried.

Eleanor Smith made a motion to adjourn. 2<sup>nd</sup> by George Cosselman. 5 Ayes. Carried.

Time: 9:25 a.m.

Respectfully submitted,

Cynthia A Wesselmann  
Town Clerk