

AGENDA
PENDLETON TOWN BOARD
January 11, 2016

Public Hearing 6:30 PM – Proposed Town Law

- §247 Glare, Noise, Odor and Other Nuisances.

7:00 P.M. Regular Board Meeting, Organizational Board Meeting

Call meeting to order - Invocation-Salute to the flag

Roll Call

Amendments/additions/deletions

Communications

Public Remarks/comments on Agenda items-15 minute time frame- 3 minutes per person

Routine Business:

- Minutes – Regular meeting held December 14.
- Expenditures authorized and paid for the month of December

General Fund	\$ 24,067.60
Highway	\$ 12,845.26
Water	\$ 3,408.81
Sewer	\$ 10,615.93
Refuse	\$ 35,148.34
Trust & Agency	\$ 2,060.00

Other Reports:

- Supervisor’s Report:
Tax collected for *November* 2015-\$131,297.26 . Compared with \$127,527.89 for November 2014. (an increase of \$3,769.37). Year to date received is \$1,484,302.22 which is an increase of \$4,160.21 from 2014.
- Committee appointments:

Ordinance Violations	Ostrowski/Fischer
Building and Capital Improvements	Leible/Jarvis
Business Development Committee	Maerten
Fire Company Service Awards	Fischer/Ostrowski
Fire Board	Jarvis/Maerten
Insurance	Jarvis/Maerten
Publicity	Leible/Jarvis
Sewer & Water	Fischer/Ostrowski
Ditching and Highway	Fischer/Leible
Recreation	Leible/Ostrowski
Security	Ostrowski/Maerten
Trails	Jarvis/Fischer
Ethics	Leible/Maerten

**First person denotes Chairman

- Supervisor's appointments:
 - Deputy Supervisor – TBA
 - Town Historian – Victoria Pellish
 - Budget Officer – Don Bergman

- Assign annual department audits
 - Chief Fiscal Officer Ostrowski
 - Town Clerk/Tax Collector Fischer
 - Town Justices-Judge Murphy Leible
 - Judge Maziarz Jarvis
 - Water-Sewer Clerks Leible

- Councilman Leible
- Councilwoman Jarvis
- Councilman Fischer
- Councilman Ostrowski
- Attorney Joerg
- Engineer Britton

New Business

1. Deposit resolution for First Niagara Bank – Supervisor
2. Deposit resolution for First Niagara Bank – Judge Mack

Organizational-Fiscal/Appointments/Agreement

1. Bank Depositories
 - a. First Niagara
2. Town official newspaper
 - a. Union Sun & Journal
3. Petty Cash Funds
 - a. Town Clerk-\$200.00
 - b. Tax Collector-\$200.00
 - c. Water-\$150.00
 - d. Sewer-\$100.00
4. Designate date for Town Board Meeting

5. Payroll
 - a. **Bi-weekly** - Supervisor, Town Clerk, Assessor, Highway Superintendent, Highway personnel, Water/Sewer Superintendent, Sewer, and Water Dept. personnel, Building Inspectors, general clerks, laborers, justice clerks and Planning Board Administrative Assistant
 - b. **Quarterly** - Town Justices, Councilmen, Dog Control Officer
 - c. **Annual** - Planning Board, Zoning Board of Appeals, Conservation Committee, Board of Assessment Review, Registrar of Vital Statistics, Budget Officer, and Historian
6. Court Security Officers
 - Patrick Williams
 - George Julius
 - Joe Moll
 - Lyn Campbell
7. Town Engineer
8. Planning Board
 - a. One 7 yr. appointment
9. Zoning Board of Appeals
 - a. One 5 yr. appointment
10. Conservation Committee
 - a. 2 yr appointment
11. Recreation Committee
 - a. One 7 yr. appointment
12. Appointment of Board/Committee Chairman
 - a. Planning Board
 - Chairman
 - Administrative Assistant
 - b. Board of Appeals Chairman
 - c. Conservation Board
13. Town Attorney – 2 year appointment
14. Prosecutor – 1 year appointment
15. Records of Management Officer, and Registrar of Vital Statistics
Investigator of Bingo Licenses and Games of Chance
16. Deputy Registrar –Doreen Genet
17. Deputy Town Clerks – Doreen Genet-Rita Dispenza
18. Deputy Highway Superintendent – Ken Smith
19. Stormwater Management Officer (SMO) – Jim Argo
20. Authorization for Code Enforcement Officer to issue violations, using proper notification procedures, for grass cutting of unkempt properties per Town Code

21. Mileage reimbursement
 - a. Reimbursement (per IRS) to be paid by voucher on a monthly basis to the Supervisor, Highway Superintendent, members of the Town Board, Town Clerk, Deputies, Assessor, Dog Control Officer, Town Justices and Court Clerks
22. Procurement Policy – previous policy in effect-to be reviewed
23. Code of Ethics – previous policy in effect-to be reviewed
 - Appoint Ethics Committee – Leible-Maerten
24. Authorize Supervisor to invest surplus monies pursuant to Town Law, pay principle and interest on debts, pay utility and necessary bills prior to audit.
25. Authorize the Highway Superintendent to purchase stone, oil, culvert pipe etc. at county prices within the budget
26. Authorize membership for the Town of Pendleton in the New York State Association of Towns.
27. Authorize membership for the Town of Pendleton in the County Supervisors Association.
28. Authorize Tax Collector membership in the New York State Association of Tax Collectors.
29. Authorize membership for Town Historian
30. Authorize membership for NYS Town Clerk Association
31. Authorize for Supervisor to sign the following agreements:
 - Wendelville Volunteer Fire Co. for Fire Protection for \$298,914.00.
 - Wendelville Volunteer Fire Co. for fuel
 - PABA for the amount of \$1,500.00
 - N. Tonawanda & Lockport Public Library-\$15,000.00 each
 - NIACAP for \$1,500.00

Public remarks/comments

Board Members Discussion

- Set date and time for work session
- Executive Session – personnel

Adjournment