

TOWN OF FRIENDSHIP ORGANIZATIONAL MINUTES
January 3, 2018
DEPOT STREET MEETING ROOM
7PM

Call to Order by Supervisor Blouvet.

Pledge of Allegiance observed by all.

Roll call: Supervisor James Blouvet-present
Councilperson: Russell Hall-present
Councilperson: Linda Mascho-present
Councilperson: Carolyn Carney-present
Council person: Jill Hoopes-present

Also present: Patricia Schurr- Town Clerk

Assemblage: Mark Voorheis

Supervisor James Blouvet appointed Carolyn Carney as Deputy Supervisor, offered by Carolyn Carney, seconded by Russell Hall.

Motion to Appoint the Town Clerk as Registrar of Vital Statistics. Fees go to Town Clerk, payable by voucher, offered by Russell Hall, seconded by James Blouvet. All approve.

Motion designating the Olean Times Herald as the Official Newspaper offered by Carolyn Carney, seconded by Russell Hall. Motion carried.

Motion to designate the Community Bank, NA as the Official Depository, offered by Russell Hall, seconded by Jill Hoopes. Motion carried.

Motion setting the Regular Town Board Meetings for the 3rd Wednesday of the month at 7pm in the Depot Street room, offered by Carolyn Carney, seconded by Linda Mascho. All approve.

Motion setting the rate of reimbursement for the use of private vehicles on Town Business at .535 cents per miles, with motion requiring all mileage reimbursement /vouchers to be turned in at the end of each month, offered by James Blouvet, seconded by Carolyn Carney. Motion carried.

NOTE: The Town Clerk has appointed Tiffany Benscoter as the Deputy Town Clerk/Registrar at the rate of \$1,000.00 per year, payable bi-weekly when payroll is necessary.

Motion Appointing Patricia Schurr as Records Management Officer(RMO) for the Year 2018, offered by Jill Hoopes, seconded by Carolyn Carney. Motion carried.

Motion Designating David Pullen, as the Town Attorney for year 2018 payable on a monthly basis, offered by Linda Mascho, seconded by Russell Hall. Motion carried.

Motion Appointing Tonia Witter as Town Assessor at 9,696.00 per year, payable bi-weekly, offered by Carolyn Carney, seconded by Jill Hoopes. Motion carried.

Motion Appointing Kevin Margerum as Building Inspector/Code Enforcement at 10,302.00 per year, payable bi-weekly, offered Russell Hall, seconded by Linda Mascho.

Motion Appointing Mark Voorheis Town Historian for 2018 at an annual expense of 800.00, (400.00 salary/400.00 expenses), offered by Russell Hall, seconded by Carolyn Carney. Motion carried.

Motion approving David Szucs and James Lewis for Town Justice each at the rate of 6,600.00 per year, payable bi-weekly. offered by James Blouvet, seconded by Jill Hoopes. All approve.

Motion to appoint Jill Hoopes for the Position of Fair Housing Officer for 2018, offered by Russell Hall, seconded by Carolyn Carney.

Motion to renew contract between the Town of Friendship and Jacqueline White for cleaning the Town Hall and Court Room at \$10.40 per hour, paid monthly, offered by Carolyn Carney, seconded by Russell Hall. Motion carried.

Motion to Approve the 2018 Justice Audit to be done by Baldwin’s Business Services at a cost of 800.00 per annual audit, offered by Russell Hall, seconded by Carolyn Carney. Motion carried.

Motion to grant \$200.00 to Friendship American Legion for Memorial Services, offered by James Blouvet, seconded by Russell Hall. Motion carried.

RESOLUTION I-2018

It is hereby Resolved that James B. Blouvet, Supervisor of the Town of Friendship is hereby designated as having the powers and duties of Administration, including transfer of monies within each fund. Transfer of monies between funds will still need to be approved by the Town Board. Offered by Carolyn Carney, seconded by Russell Hall. Motion carried.

RESOLUTION II-2018

Be it hereby Resolved that the

Board of Police Commissioners are all Town Board Members, offered by Carolyn Carney, seconded by Russell Hall. Motion Carried.

Motion:

To appoint Connie Otto as Dog Control Officer for the year 2018 at an annual salary of \$3,752.00 per year payable bi-weekly with mileage reimbursement paid monthly, offered by Russell Hall, seconded by James Blouvet. Motion carried.

Motion approving Michael Bidwell, Highway Superintendent at an annual salary of \$49,500.00 payable bi-weekly, offered by Russell Hall, seconded by Carolyn Carney. Motion carried.

Motion Setting the salaries of Elected Officials and other personnel as follows:

Supervisor	5,200.00/year payable bi-weekly
Town Clerk/Tax Collector	17,254.00/year payable bi-weekly
Councilman(4)	2,400.00/year payable quarterly
Justices(2)	6,600.00/year payable bi-weekly
Court Clerk(20 hrs./wk)	10.40/hr. payable bi-weekly
Officer in Charge	10,200.00/year payable bi-weekly
Officer in Charge	14.72/hour payable bi-weekly
Part time Police Officers(max 60 hrs/wk)	14.72/hour payable bi-weekly
Bookkeeper(25 hrs./week)	15.21/hour payable bi-weekly
Superintendent of Highways	49.500.00/year payable bi-weekly

Superintendent of Public Works	45,450.00/year payable bi-weekly
Water Bookkeeper	6,085.00/year payable bi-weekly
Sewer Bookkeeper	6,085.00/year payable bi-weekly
Part time refuse Truck drivers	13.52/hour payable bi-weekly
Part time refuse workers	11.71/hour payable bi-weekly
Part time Clerk	13.42 hour

- Noted that the work week and pay schedule for Town Highway Department, Sewer and Water Department workers is set at specified by Union Contract.
Motion to adopt the above salaries offered by Russell Hall, seconded by James Blouvet.
Motion carried.

Motion Authorizing Lisa Szucs, Earletta Swift, and Frank Mitchell Bush as the Board of Assessment Review to be recompensed at \$50.00 each, offered by Russell Hall, seconded by Jill Hoopes. Motion carried.

Motion to reappoint rank Mitchell Bush to be on the Board of Assessment Review for a 5 year term, expiring 9/30/2020 at \$50.00, offered by James Blouvet, seconded by Jill Hoopes. Motion carried.

Motion Authorizing Petty Cash:
100.00 to Town Clerk for change
25.00 to Water Clerk for Change Fund
25.00 to Sewer Clerk for Change Fund
25.00 to Police for Petty Cash Fund
50.00 to Justice Department for Petty Cash Fund
offered by Linda Mascho, seconded by Jill Hoopes. Motion carried.

Supervisor James Blouvet appointed the following to Designated Committees:

Audit: Full Board
Highway: Full Board
Water/Sewer/Sidewalks/Storm Drains: Russell Hall, Jill Hoopes
Public Safety/Justice Court: Carolyn Carney, Jill Hoopes
Code Enforcement/Bldg Permits: James Blouvet, Linda Mascho
Building/Grounds/Parks: Jill Hoopes, Carolyn Carney
Fire Department & * Ambulance Squad: Russell Hall, James Blouvet
Personnel Contract Negotiations: Carolyn Carney, Russell Hall
Refuse: James Blouvet, Russell Hall
Town Wide Celebrations: Full Board
Police Committee: Full Board
Water Shut-Off Review: Full Board

Note: The Supervisor is a member of all committees. In those cases where more than one person is on a committee, the first name listed shall be the chairman of the committee.

Motion:

That Oakley Sortore be appointed Sidewalk District Superintendent of the Town of Friendship at 9,544.50 per year payable bi-weekly.

That Oakley Sortore be appointed in charge of Storm Sewers at 909.00 per year payable bi-weekly.

That Oakley Sortore be appointed in charge of Buildings at 909.00 per year payable bi-weekly.

That Oakley Sortore be appointed in charge of Parks at 909.00 per year payable bi-weekly.

That Oakley Sortore be appointed in charge of Refuse at 909.00 per year payable bi-weekly.

Offered by Russell Hall, seconded by Jill Hoopes. Motion carried.

FRIENDSHIP WATER DISTRICT

Supervisor James Blouvet appointed Russell Hall Deputy Supervisor of the Water District for 2018.

Motion that Patricia Schurr be appointed water District Usage Collector at an annual salary of 6,085.00 per year, payable bi-weekly.

Offered by Russell Hall, seconded by Carolyn Carney. Motion carried.

Motion that Oakley Sortore be appointed Working Water Operator District Superintendent of the Town of Friendship until such time that he passes state exam-attentively scheduled for March 13th 2018 at an annual salary of \$9,544.50 per year, payable bi-weekly, offered by James Blouvet, seconded by Russell Hall. Motion carried.

RESOLUTION 3-2018

It is hereby Resolved that James B. Blouvet, Supervisor of the Town of Friendship is hereby designated as having the powers and duties of administration, including transfers of monies within various water fund accounts. Transfer of monies between accounts will still need to be approved by the Board.

Offered by Jill Hoopes, seconded by Carolyn Carney. Motion carried.

FRIENDSHIP SEWER DISTRICT I AND II

James B. Blouvet appointed Jill Hoopes Deputy Supervisor of the Sewer District for 2018.

Motion that Patricia Schurr be appointed Sewer Districts Usage Collector at an annual salary of \$6,085.00 per year, payable bi-weekly.

Offered by Jill Hoopes, seconded by Carolyn Carney. Motion carried.

Motion that Oakley Sortore be appointed Sewer District Superintendent until such time that he passes the state exam tentatively set for March 13th, 2018 at an annual salary of \$22,725.00 per year, payable bi-weekly.

Offered by Russell Hall, seconded by Jill Hoopes. Motion carried.

RESOLUTION 4-2018

It is hereby Resolved that James B. Blouvet, Supervisor of the Town of Friendship is hereby designated as having the powers and duties of administration, including transfer of monies within various Sewer fund accounts. Transfer of monies between accounts will still need to be approved by the Town Board.

Offered by Russell Hall, seconded by Carolyn Carney. Motion carried.

Motion to Approve the agreement between the Town of Friendship and Allegany County regarding treatment of leachate.

Offered by James Blouvet, seconded by Carolyn Carney. Motion carried.

Motion to Approve the Agreement between the Town of Friendship and Allegany County regarding the treatment of leachate, offered by James Blouvet, seconded by Carolyn Carney. All approve, Motion carried.

Motion to Adjourn offered by James Blouvet, seconded by Carolyn Carney. Motion carried.

Adjourned 7:32

Respectfully submitted,

Patricia Schurr
Town Clerk