

FRIENDSHIP TOWN BOARD ORGANIZATIONAL MINUTES

JANUARY 6, 2025

7PM

Call to Order by Supervisor Hall.

Pledge of Allegiance.

Roll call: Supervisor Russell Hall-present

Councilperson -David Norton-present

Councilperson Carolyn Carney-absent

Councilperson Linda Mascho-present

\*Motion to appoint Kenneth Burdick to fill the vacancy of the term of Steve Ritter(Councilman) that ends December 2025, offered by David Norton, seconded by Linda Mascho.

Roll call: Russell Hall-aye, Linda Mascho-aye, David Norton-aye.

**Councilperson-:Kenneth Burdick sworn in to office to fill position of Steve Ritter, councilman term ending 12/31/2025.**

Appointment the position of Town Deputy by the Supervisor- Linda Mascho

Appointment of Bookkeeper by Supervisor for the year 2025, Tiffany Benscoter.

Motion appointing the Town Clerk a Registrar of Vital Statistics. Fees go to Town Clerk, Payable by voucher, offered by Linda Mascho, seconded by Ken Burdick. All approve.

Motion Designating the Olean Times Herald as the Official Newspaper, offered by David Norton, seconded by Ken Burdick. All approve.

Motion designating Community Bank, NA as the Official Depository, offered by Linda Mascho, seconded by Ken Burdick.

Motion setting the regular Town Board Meeting for the 3<sup>rd</sup> Wednesday of the month at 7:00pm at 29 West Water Street (GAR Hall Community Room) Islan Park, offered by Ken Burdick, seconded by Linda Mascho. All approve.

NOTE: The Town Clerk has appointed Tiffany Benscoter as the Deputy Town Clerk/Registrar.

Motion Setting the rate of reimbursement for the use of private vehicles on Town Business at .70 cents per mile, with motion requiring all mileage reimbursement/vouchers to be turned in at the end of each month, offered by Dave Norton, seconded by Linda Mascho. All approve.

Motion appointing Patricia Schurr as Records Management Officer (RMO) for the Year 2025, offered by Ken Burdick, seconded by Linda Mascho. All approve.

Motion Designating David Pullen, as the Town Attorney, payable on a monthly basis, offered by Linda Mascho, seconded by Dave Norton. All approve.

Motion to advertise for fuel bids and to open bids up February 19, 2025 at 6:50pm, offered by Dave Norton, seconded by Ken Burdick. All approve.

Motion to approve phone reimbursement for Oakley Sortore and George Ritter , Patricia Schurr at \$50.00 ea./per month, offered by Ken Burdick, seconded by Linda Mascho. All approve.

Motion to approve the continuation of the multi-town Assessor Agreement with the Town of Wellsville and the 2025 contract to be paid in the amount of \$16,954.00, offered by Linda Mascho, seconded by Ken Burdick.

Motion to appoint Rich Wenslow as Building Inspector/Code Enforcement Officer at \$11,557.00 per year payable bi-weekly, offered by Ken Burdick, seconded by Dave Norton. All approve.

Motion Appointing Mark Voorheis as Town Historian for 2025 at an annual expense of \$825.00, offered by Linda Mascho, seconded by Dave Norton. All approve.

Motion to accept the salary at \$15,005.00 per year, payable bi-weekly for David Szucs for Town Justice, offered by Ken Burdick, seconded by Linda Mascho. All approve.

Motion to appoint Kristina Carney as Court Clerk for Justice Szucs for the year 2025, offered by Dave Norton, seconded by Linda Mascho. All approve.

Motion to appoint Linda Mascho for the position of the fair Housing Officer for 2025, offered by Ken Burdick, seconded by Dave Norton. All approve.

Motion to grant \$500.00 to the Friendship American Legion for Memorial Services, offered by Ken Burdick, seconded by Dave Norton. All approve.

#### RESOLUTION 1-2025

It is hereby Resolved that Russell Hall, 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 approve by the Town Board, offered by Dave Norton, seconded by Linda Mascho. All approve.

#### RESOLUTION 2-2025

It is hereby resolved that the Board of Police Commissioners is All Town Board Members, offered by Ken Burdick, seconded by Linda Mascho. All approve.

Motion to table the appointment for dog control officer, officer by Dave Norton, seconded by Ken Burdick. All approve.

Motion setting the salary of the Highway Superintendent at an annual salary of \$55,167.00 plus \$5,000.00 County Shared Services to maintain roads, payable bi-weekly, as well as \$50.00 reimbursement for the Town share mobile phone, offered by Linda Mascho, seconded by Dave Norton. All approve.

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

Supervisor: \$5,847.00/year payable quarterly  
Town Clerk/Tax Collector: \$20,606.00/year payable bi-weekly  
Office Manager: 1,765.00/year payable bi-weekly  
Deputy Town Clerk: 21.17/hr. payable bi-weekly  
Councilpersons(4)-2703. Ea. year payable quarterly  
Court Clerk(max 20 hrs. wk)- 20.40/hr payable bi-weekly  
Officer in Charge-12,240 Year/payable bi-weekly  
Part Time Police Officers- 25.50/hr. payable bi-weekly(also to be paid time and a half on holidays worked)  
Officer Frank Schostick- 27.03 payable/hr. payable bi-weekly  
Bookkeeper(25 hrs week)- 21.17/hr. payable bi-weekly  
Part time refuse truck drivers-19.38/hr. payable bi-weekly  
Part time refuse workers-17.85/hr. payable bi-weekly  
Motion to approve the above salaries, offered by Dave Norton, seconded by Linda Mascho. All approve.

Motion appointing Lisa Szucs ,Nathan Frutiger, Karl Kruger as the Board of Assessment Review to be paid \$100..00, offered by Dave Norton, seconded by Linda Mascho. All approve.

\*Motion to table the Highway Superintendent's appointment for Deputy.

Authorization for Petty Cash  
100.00 to Town Clerk for general purposes  
25.00 to Water Clerk for change fund  
25.00 to Sewer Clerk for change fund  
50.00 to Justice Department for Petty Cash fund  
Offered by Davae Norton, seconded by Ken Burdick. All approve.

Supervisor Russell Hall appointed the following to Designated Committees:

Audit:Full Board  
Highway:Full  
board

Water/Sewer/Sidewalks/Storm Drains: Russ Hall & Ken Burdick  
Public Safety/Justice Courts/Fire/Ambulance: Russ Hall & Ken Burdick  
Code Enforcement/ Carolyn Carney & Dave Norton  
Bldg. permits-Carolyn Carney, Linda Mascho  
Building/Grounds/Parks: Carolyn Carney, Linda Mascho.  
Personnel Contract Negotiations-Linda Mascho, Carolyn Carney.  
Refuse: Dave Norton, Linda Mascho  
Water Shut off Review-Full Board  
Main Street grant committee-Ed Yagger, Ashly, Linda, Dave.  
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.

## **WATER/SEWER**

Motion to approve \$ 61,909.00 and an additional 3,500.00 for ACUC, for the annual salary for Oakley Sortore to be paid bi-weekly and split up between departments:

- sidewalks
- Buildings
- Parks
- Refuse
- Storm drains
- Water
- Sewer

Motion to appoint Wesley Sortore as Deputy Supervisor of the Water District for 2025.  
Offered by Linda Mascho, seconded by Ken Burdick. All approve.

Motion that Patricia Schurr be appointed Water District usage Collector at an annual salary of \$7,399.00, offered by Linda Mascho, seconded by Dave Norton.

## **RESOLUTION 3-2025**

It is hereby resolved that Russell Hall, 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 account will still need to be approved by the Board, offered by Ken Burdick, seconded by Linda Mascho.

Russell Hall appointed Wesley Sortore, Deputy Supervisor of the Sewer Districts for 2025.

Motion that Patricia Schurr be appointed Sewer Districts Usage Collector at an annual salary of \$7,399.00 per year, payable bi-weekly, offered by Dave Norton, seconded by Ken Burdick. All approve.

#### RESOLUTION 4-2025

It is hereby resolved that Russell Hall, 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 Dave Norton, seconded by Dave Norton. All approve.

Motion to appoint Linda Mascho as Association of Towns Delegate, offered by Ken Burdick, seconded by Dave Norton. All approve.

Motion to approve to table the Friendship Town Historian's 2024 Report approval, offered by Linda Mascho, seconded by Ken Burdick.

7:40 Motion to adjourn offered by Ken Burdick, seconded by Dave Norton.

Respectfully submitted,

Patricia Schurr  
Town Clerk