

January 13, 2020
Alexander Town Board Organization and Regular Meeting
Alexander Town Hall 7:00 p.m.

Present: Supervisor David Miller
Town Board: Laura Schmieder, Roy Haller III, Eric Wagner, Carol Wolfley
Town Clerk: Shannon Tiede
Absent: Tom Lowe
Guests: Steve Mountain, Joseph Higley, Paul Tomaszewski, Tom Vandenbosch, John Volpe

Supervisor Miller called the meeting to order at 7:00 p.m. with the Pledge of Allegiance and a moment of silence for our military serving around the world.

REGULAR MEETING

On motion by Supervisor Miller, seconded by Councilperson Haller, and carried, the minutes of the December 9, 2019 Regular meeting and December 30, 2019 end of year meeting were adopted.

4 – Yes Miller, Haller, Wolfley, Wagner 0 – No Carried

COMMUNICATIONS: Email from Dean Hendershott about Verizon Tower in Attica being down. Supervisor Miller passed around a packet from GLOW about solid waste management.

OLD BUSINESS:

1. Water District #5- Awards are going out for the bids. Tentative pre construction meeting is scheduled for January 28th at 9am. Steve Mountain spoke about Norfolk Southern and the contract to be signed. Approximately 2 dozen easements to be done. Steve is going to get a map and list for the Town Board to see where the easements are needed. Waiting on the contractors to determine when they will start to lay piping. Steve is hopeful the project will begin sometime in February or March.

2. Water District #6- The County has provided a list to Mountain Engineering of real property data. Preparations have begun for the petitions that will need to be passed.

NEW BUSINESS:

RES. NO. 1: STANDARD PIPE PIPELINE CROSSING LICENSE AGREEMENT BETWEEN THE TOWN OF ALEXANDER AND NORFOLK SOUTHERN RAILWAY COMPANY FOR WATER DISTRICT No. 5 PROJECT

1. NORFOLK SOUTHERN ACTIVITY NO. 1271793
2. NORFOLK SOUTHERN ACTIVITY NO. 1271017

WHERE AS, the water District No.5 project consists of crossing the Norfolk Southern Railway Company Railroad in two locations, and

WHERE AS, the Norfolk Southern Railway Company requires an Occupancy permit and License Agreement for the crossings.

NOW, THEREFORE BE IT

RESOLVED, that the Alexander Town Board hereby authorizes the Supervisor to enter into the Standard Pipe License Agreements between the Town of Alexander and Norfolk Southern Railway Company to construct, use and maintain a pipeline, solely for the transmission of potable water, under and across property owned or controlled by Norfolk Southern Railway Company for both crossings referenced as Norfolk Southern Activity Nos. 1271793 and 1271017, and be it further

RESOLVED, the Alexander Town Board hereby approves all required payments for review fees and agreements be made.

Offered by: Councilperson Wagner

Second by: Councilperson Wolfley

Yes- 4 Miller, Wolfley, Haller and Wagner No- 0 Carried.

RES. NO. 2: ACCEPT THE RESIGNATION OF DAVID MILLER FROM THE TOWN BOARD SEAT

On motion by Councilperson Haller and seconded by Councilperson Wolfley and carried the Town Board accepts David Millers resignation as a Town Board Councilman due to being elected as the new town Supervisor.

Yes- 3 Wolfley, Haller, and Wagner No- 0 Abstain- 1 Miller

RES. NO. 3: ACCEPT THE RESIGNATION OF LISA L LYONS AS TOWN CLERK

On motion by Councilperson Wagner and seconded by Councilperson Wolfley and carried the Town Board accepts Lisa L Lyons' resignation as Town Clerk.

Yes- 4 Miller, Wolfley, Haller, Wagner No- 0 Carried

RES. NO. 4: TOWN BOARD ENTERING EXECUTIVE SESSION

Councilperson Wagner made motion for the Town Board to go into executive session to discuss the appointments of particular persons. Councilperson Wolfley seconded the motion at 7:35pm

Yes- 4 Miller, Wolfley, Haller and Wagner No- 0 Carried

RES. NO. 5: TOWN BOARD RETURNING FROM EXECUTIVE SESSION

Councilperson Wagner made motion for the Town Board to return from executive session. Councilperson Wolfley seconded the motion at 7:45pm

Yes- 4 Miller, Wolfley, Haller and Wagner No- 0 Carried

RES. NO. 6: APPOINTING A TOWN BOARD MEMBER

On motion by Councilperson Wagner and seconded by Councilperson Wolfley and carried the Town Board has appointed Laura Schmieder to fill the vacant Town Board seat. Her term will end 12/31/2020

Yes- 4 Miller, Wolfley, Haller and Wagner No- 0 Carried

RES. NO. 7: APPOINTING A NEW TOWN CLERK

On motion by Councilperson Wagner and seconded by Councilperson Wolfley and carried the Town Board has appointed Shannon Tiede to fill the vacant Town Clerk position in which her term will end 12/31/2020.

Yes- 5 Miller, Schmieder, Wolfley, Haller and Wagner No- 0 Carried

RES. NO. 8: APPOINTING A ZONING BOARD MEMBER

On motion by Councilperson Wagner and seconded by Councilperson Haller and carried the Town Board has appointed Paul Tomaszewski to the vacant Zoning Board of Appeals seat in which his term will end 12/31/2020.

Yes- 5 Miller, Schmieder, Wolfley, Haller and Wagner No- 0 Carried

RES. NO. 9: BUDGET TRANSFERS FOR YEAR END 2019

WHEREAS, budget lines A1410.4 exceeds the budget by \$64.22, A1620.4 by \$17.25, A9730.6 by \$105,000.00 and A9730.7 by \$3,088.90 and A1990.4 has sufficient funds, and

WHEREAS, A9730.6 is over budget by \$105,000.00 and A9730.7 is over by \$3,088.9 and A1440.401 and A1440.406 have sufficient funds, and

WHEREAS, SW4 8340.4 is over budget by \$598.00 and B1990.4, Contingency, has sufficient funds, and

THEREFORE BE IT RESOLVED, to increase appropriations in A1410.4 by \$65.00, and A1620.4 by \$18.00, and decrease A1990.4 by ~~\$89.00~~, ****correction** \$500.00** and to increase A9730.6 by \$105,000.00 and A9730.7 by \$3,089.00 and decrease A1440.401 by \$43,089.00 and A1440.406 by \$65,000.00, and **A7550.4 by \$500.00** and

BE IT FURTHER RESOLVED, to increase SW4 8340.4 by 598.00 and decrease

SW4-9720.6 by \$598.00.

Motion made by Councilperson Wagner and seconded by Councilperson Haller and carried.

Yes- 5 Miller, Schmieder, Wolfley, Haller and Wagner No- 0 Carried.

RES. NO. 10: BUDGET AMENDMENT

WHEREAS, the re-levy for Water District 2 was not budgeted for fiscal year 2020 and a re-levy of \$468.22 has been issued, and

THEREFORE BE IT RESOLVED, revenue for SW2-2140 be increased by \$468.22 and appropriations for SW2-8389.4 be increased by \$468.22.

Motion made by Councilperson Haller and seconded by Councilperson Schmieder and Carried.

Yes- 5 Miller, Schmieder, Wolfley, Haller, Wagner No- 0 Carried

RES. NO. 11: CREDIT CARD FOR SUPERVISOR

WHEREAS, the former supervisor has turned in his Visa credit card and the new Supervisor should have a Town credit card, and

THEREFORE BE IT RESOLVED, Supervisor David Miller is authorized to apply for a Visa card from Five Star Bank.

Motion made by Councilperson Schmieder and seconded by Councilperson Wagner

Yes- 4 Schmieder, Wolfley, Haller, and Wagner No- 0 Abstain- 1 Miller Carried

RES. NO. 12: KATHERINE FIX; AUTHORIZATION FOR ACCESS TO TOWN CLERK AND TAX ACCOUNTS

WHERE AS, with the resignation of Deputy Clerk Laura Schmieder and having the need for a Deputy to have access to the Clerk's and Tax Collector's accounts, and

THEREFORE BE IT RESOLVED, the Town Board directs the Clerk to have Laura Schmieder removed from the Clerk's and Tax Collector's bank accounts and add Deputy Clerk Katherine Fix to the accounts.

Motion made by Councilperson Wagner and seconded by Councilperson Wolfley

Yes- 5 Miller, Schmieder, Wolfley, Haller and Wagner No- 0 Carried

DISCUSSION:

1. Town Board Goals for 2020. Supervisor Miller asked the board to come up with 5 to focus on.
2. Investment committee- David Miller, Joe Higley, and Eric Wagner

REPORTS:

CEO/ ZEO: Report given to board with yearend totals and news.

Clerk: 1/24 Laura Schmieder will run office and collect taxes while Shannon and Kayte are at Records Management training. Publish legal ad for meeting dates and holiday closures, one time.

Tax Collector: Tax bills were mailed 12/30/2019. Scanner may need to be replaced next tax season.

Dog Control: 5 appearance tickets have been sent to the Genesee County Sheriff's office

Town Justice: Reports on table.

Financial: David Miller went over report with board.

GAM: Next meeting at Town of Batavia 1/16

H'way Superint: Sent board maps on roads, type of road, and last time road was paved. Also sent a report on sick time for the highway employees.

H'way Equip: 6 wheel truck has been ordered

Town Historian: Year ending report was filed. 1st graders from Alexander Elementary coming to tour museum on 1/22/20

PAYMENT OF BILLS: MOTION BY: HALLER SECOND BY: WOLFLEY CARRIED: 5-0

ORGANIZATIONAL MEETING

2020 AUTHORIZATIONS

RES. NO. 13 : 2020 AUTHORIZATIONS

On motion by : Councilperson Schmieder Seconded by: Councilperson Wagner
To approve authorizations for:

Town Clerk – Registrar of Vital Statistics
 Administer Games of Chance licenses
 Collect fees on: Town of Alexander Fee Schedule Items

Highway Superint – Authorized to purchase highway material off County bid
 Authorized to make purchases up to \$2,500 without prior approval
 Authorized to provide community service for non-profit organizations
 Authorized to enter into Shared Services Agreements as necessary

Official Bank - Five Star Bank

Official Newspaper - Batavia Daily News and Attica PennySaver.

Official Signboard - Outside of Clerk's Office

Pay Rotation - Highway employees / Town Clerk/ Deputy Clerk - bi-weekly
 Town officials – quarterly

Mileage - \$.54/mile

Board meetings - 2nd Monday @ 7:00 PM. People wishing to speak must contact the
 Town Clerk. Speaking time is limited to 15 minutes.

Pre-Pay Bills - Pre-pay any invoices which would incur finance charges if paid late

Authorized Training - Supervisor, Town Board, Town Clerk, Justices, Highway Superintendent, Assessor,
CEO/ZEO, Planning and Zoning Board members

Yes- 5 Miller, Schmieder, Wolfley, Haller, Wagner No- 0 Carried

RES. NO. 14: 2020 - REVIEW AND APPROVE POLICIES

On motion by Councilperson Wagner, seconded by Councilperson Haller and carried, the following policies were reviewed and approved for 2020:

Code of Ethics	Smoking Policy
Freedom of Information	Parking at the Town Hall
Records Management	Fund Balance policy
Procurement Policy	Workplace Violence Prevention Program
Investment Policy	Town Hall Keys
Alcohol & Drug Testing	Computer & Internet Use
Building Permit Fees Waived for Non-Profits	Travel & Reimbursement
Yes – 5 Miller, Schmieder, Wolfley, Haller, Wagner	No- 0 Carried

RES. NO. 15: 2020 APPOINTMENTS:

On motion of Councilperson Schmieder, seconded by Councilperson Wagner and carried, the following resolution was adopted:

RESOLVED, the following appointments were made for 2020:

(All terms for 1 year unless specified)

Tax Collector:	Shannon Tiede	(1/1/2020-12/31/2020)
Assessor:	Rhonda Saulsbury	(10/1/2019-9/30/2025) (under agreement with Town of Batavia)
Board of Assessment Review:	John Slenker	(10/1/2018-9/30/2023)
	Barbara Spring	(10/1/2019-9/30/2024)
	Peter Antonucci	(10/1/2015-9/30/2020)
Zoning Board of Appeals:	John Meier	(1/1/2018-12/31/2022)
	David Leslie	(1/1/2017-12/31/2021)
	Jeff Schum	(1/1/2018-12/31/2023)
	Scott Wessel	(1/1/2020- 12/31/2024)
	Paul Tomaszewski	(1/1/2020- 12/31/2020)
	Shannon Tiede – Secretary	
Planning Board:	Michael Schmieder	(1/1/2016-12/31/2020)
	Molly Meek-Grimes	(7/1/2019-12/31/2023)
	Brandon Snyder	(1/1/2020-12/31/2024)
	Nathan Fix	(7/1/2018-12/31/2021)
	Mathew Fernaays	(5/13/2019-12/31/2022)
	Thomas Green (alt)	(9/23/2019-12/31/2022)
	Shannon Tiede – Secretary	

All are one year appointments

GAM representative – All Officials

Justice liaison- All Town Board members

Building Committee –	Laura Schmieder, Carol Wolfley
Insurance Committee –	David Miller, Roy Haller III
Highway Equipment Committee -	Thomas Lowe, David Miller, Eric Wagner
Code Enforcement Officer –	Daniel Lang / Matt Mahaney (Agreement with Town of Batavia)
Zoning Enforcement Officer –	Daniel Lang / Matt Mahaney (Agreement with Town of Batavia)
Town Attorney –	David DiMatteo
Town Prosecutor –	Kevin Finnell
Town Hall Custodian –	Ann Marie Loranty
Registrar of Vital Statistics –	Shannon Tiede
Deputy Registrar –	Katherine Fix
Elections Monitor -	Shannon Tiede
Records Management Officer –	Shannon Tiede
Freedom of Information Officer –	Shannon Tiede
Town Historian -	Katie Goodman
Deputy Supervisor –	Joseph Higley
Accounting / Payroll –	Tim Batzel (under agreement with Alexander Central School)
Deputy Highway Superintendent –	Jacqueline Lowe
Deputy Town Clerk –	Katherine Fix
Court Clerks –	Debra Orr, Ann Marie Loranty

5 – Yes Miller, Schmieder, Wolfley, Haller, Wagner 0 – No Carried

RES. NO. 16: APPROVAL OF OFFICIAL UNDERTAKING 1/13/2020

On motion by Councilperson Wagner, seconded by Councilperson Wolfley, the following:

RESOLVED the approval of the Official Undertaking as to its form and manner of execution and the sufficiency of the insurance, as surety as prescribed by law.

**TOWN OF ALEXANDER
OFFICIAL UNDERTAKING OF MUNICIPAL OFFICERS**

WHEREAS, **David Miller**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Supervisor of the Town of Alexander, and

WHEREAS, **Shannon Tiede**, of the Town of Alexander, County of Genesee, New York, has been appointed to the Office of Town Clerk/Tax Collector of the Town of Alexander, and

WHEREAS, **James Orr**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Nicholas Falcone**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Town Justice of the Town of Alexander, and

WHEREAS, **Thomas Lowe**, of the Town of Alexander, County of Genesee, New York, has been elected to the Office of Highway Superintendent of the Town of Alexander, and

WHEREAS, **Joseph Higley**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Supervisor of the Town of Alexander, and

WHEREAS, **Katherine Fix**, of the Town of Alexander, County of Genesee, New York, has been appointed as Deputy Clerk of the Town of Alexander, and

WHEREAS, **Laura Schmieder**, of the Town of Alexander, County of Genesee, New York, has been appointed as Tax Collector Consultant of the Town of Alexander, and

WHEREAS, **Debra Orr**, of the Town of Alexander, County of Genesee, New York, has been appointed as Justice Court Clerk of the Town of Alexander, and

WHEREAS, **Ann Marie Loranty**, of the Town of Alexander, County of Genesee, New York, has been appointed as Justice Court Clerk of the Town of Alexander, and

WHEREAS, **Daniel Lang** of the Town of Batavia, County of Genesee, New York, has been appointed as Code Enforcement Officer/Zoning Enforcement Officer of the Town of Alexander, and

WHEREAS, **Tim Batzel** of the Alexander Central School, Town of Alexander, County of Genesee, New York, has been appointed as the Accounting and Payroll Specialist for the Town of Alexander, and

WHEREAS, **Rhonda Saulsbury**, of the Town of Batavia, Genesee County, New York, has been appointed as the Assessor for the Town of Alexander.

NOW, THEREFORE, we as respective officers above, do hereby undertake with the Town of Alexander that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that he will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Supervisor; and

This undertaking of the Town Clerk/Tax Collector is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Town Clerk/Tax Collector; and

This undertaking of the Town Justices further conditioned upon that they will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into their hands as such Town Justice; and

The Town does and shall maintain insurance coverage, presently with Lawley Insurance, in the sum of \$450,000 for the Tax Collector and Assistant to the Tax Collector, and Tax Collector Consultant, \$50,000 for the Supervisor and Deputy Supervisor, to indemnify against losses through the failure of the officers, and \$50,000 for all employees covered thereunder to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

Dated: 1/13/2020
Town of Alexander

Town Supervisor

Town Clerk/Tax Collector

Town Justice

Town Justice

Highway Superintendent

Deputy Supervisor

Deputy Town Clerk

Deputy Town Clerk

Justice Court Clerk

Justice Court Clerk

Bookkeeper

Code Enforcement/Zoning Officer

5 – Yes Miller, Schmieder, Wofley, Haller, Wagner 0 – No Carried

ADJOURNMENT: 9:15pm MOTION BY : WAGNER

SECOND BY : HALLER

CARRIED: 5-0