

The Town of Amboy
ORGANIZATIONAL MEETING MINUTES
January 6, 2016-Amboy Town Hall 7:00 pm

Present: Barry Leemann-Supervisor
Kathy Wilkinson, Bruce Stone, Mark McNabb, and Susan
Halbritter-Council Members
Mary Ann Clark-Town Clerk

Others Present: John Perkins III-Highway Superintendent
Tim Kelley-Planning Board Chair/Historian

Call to order-Mr. Leemann called the meeting to order at 7:00 pm, and asked new council member Mark McNabb to lead the Pledge of Allegiance.

Before the meeting went any further, Mr. Leemann asked the clerk to swear in Mark McNabb as newly elected council member, and Nancy Heintz, as town tax collector. Then Nancy Heintz who is also deputy clerk swore in MaryAnn Clark as town clerk. After she was sworn in, the clerk then did a blanket oath of office for the other re-elected town officials : Kathleen Wilkinson, Town Council Member, Barry Leemann, Supervisor, and John Perkins III, Highway Superintendent.

1.Mr. Leemann made the motion that we will continue to follow, (Newly Revised) Roberts Rules of Order, as our procedure, when they do not conflict with other State or Local laws or rules. Also monthly meetings will remain the same: 7:00 pm on the Third Wednesday of the month. Special meetings will be called if necessary. His motion was seconded by Mr. Stone.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

2. Mrs. Halbritter made the motion to appoint the Nelson Law Firm of Oswego, N.Y. as the Legal Representative for the town. Her motion was seconded by Mr. Stone.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

3.Mr. McNabb made the motion to appoint the Queen Central News of Camden, N.Y. As the official town newspaper. His motion was seconded by Mr. Leemann.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

4.Mr. Stone made the motion to appoint Wayne Hall II as Building Inspector, Zoning Officer, and Code Enforcement Officer, and George Bennett, Jr. as Mr. Hall's Deputy. (\$10 per hr, no mileage). His motion was seconded by Mrs. Halbritter.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

5.Mrs. Wilkinson made the motion to appoint Ms. Karen Ashley as Dog Warden & Enumerator, Mr. Robert Dalton as Chief Constable, and Edward Whitham as Deputy Constable, and Ms. Kathy A. Benedict as part time cleaner for the town hall. Her motion was seconded by Mrs. Halbritter.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

6.Mrs. Wilkinson made the motion to appoint Mary Ann Clark as Registrar of Vital Statistics. Her

motion was seconded by Mr. Leemann.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

7.Mary Ann Clark, town clerk, appointed Nancy Heintz as her deputy clerk and deputy registrar.

8.John Perkins III appointed Carl Rayder as his deputy highway superintendent.

9.Mr. Leemann appointed Mrs. Wilkinson as his deputy supervisor, and Mr. Tim Kelley as Town Historian.

10.Mrs. Halbritter made the motion that the town may accept State and/or County bids for any and all materials/parts/supplies, and vehicles when it is to the town's advantage. And the Highway Superintendent is granted the Work Clothing Allowance and Health Insurance Payments as per the 4 year Teamster's contract that begins 1/1/2016. Her motion was seconded by Mr. Leemann.

Carried: Wilkinson-no, Stone-no, Halbritter-yes, McNabb-yes, and Leemann-yes

11.Mr. McNabb made the motion to appoint Pathfinder Bank as the official depository for town funds. Also one authorized signature is allowed on the accounts. Both the supervisor and deputy are authorized, (but only one need sign). Also any checks written must be on the abstract for board approval. And finally the supervisor is given the authority to invest idle monies, and to approve budget transfers of money. His motion was seconded by Mrs. Wilkinson.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

12.Mr. Leemann made the motion to give the supervisor the authority to pay normal monthly bills, and/or other bills, when failure to pay them when received will result in substantial interest or penalties. However, all payments will be on the monthly abstract, noted as paid or to be paid. Also, Computer Accounting Services, 157 E. First Street, Oswego, NY is appointed as the official payroll service. Bi-weekly and quarterly payroll checks will be provided, as required. His motion was seconded by Mr. Stone.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

13.Mr. Stone made the motion that the Highway Superintendent is authorized to spend up to \$1,500.00. Items that cost over \$1,500.00 should be approved by the town board, the Supervisor, (only in an emergency), or will be bid. Also town mileage is paid at the rate of .45 per mile. His motion was seconded by Mrs. Wilkinson.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes.

14.Mrs. Wilkinson made the motion to appoint Ms. Kathy Benedict as caretaker of the town park. She will be in charge of scheduling reservations, cleaning the pavilion & bathrooms, arranging the locking & unlocking of the bathrooms. She will report time worked to the Highway Superintendent, and will be paid \$10.00 an hr. The park rental usage rates are the same as last year: free for town residents, and out of town rental is \$45.00 per day, or \$25.00 for ½ day. Her motion was seconded by Mrs. Halbritter.

Carried: Wilkinson-yes, Stone-yes, Halbritter-yes, McNabb-yes, and Leemann-yes

Mr. Leemann adjourned the meeting at 7:34 pm.

Respectfully submitted,
Mary Ann Clark
Amboy Town Clerk