

(Organizational Meeting of January 6, 2014 con't.)

**RESOLUTION NO. 2 OF 2014
REGISTRAR/DEPUTY REGISTRAR APPOINTMENT**

On a motion of Councilwoman Sauer, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the following appointments are set as follows:

Registrar of Vital Statistics - Elizabeth B. Jones - 1/6/14 to 12/31/15
Deputy Registrar of Vital Statistics - Aimee L. Murphy - 1/6/14 to 12/31/15

**RESOLUTION NO. 3 OF 2014
RMO APPOINTMENT**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the following appointment is set as follows:

Records Management Officer - Elizabeth B. Jones - 1/6/14 to 12/31/15

There was no appointment made to the position of Assessor's Part-Time Assistant/Data Collector at this time. Assessor Ball will attend the January 13th meeting and discuss further with the Board at that time.

DECALS

The Clerk gave an update on the new NYS DECALS program for selling conservation licenses.

**RESOLUTION NO. 4 OF 2014
AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, Pursuant to the provisions of Section 284 of the Highway Law we agree that moneys levied and collected in the Town for the repair and improvement of highways, shall be expended as follows:

General Repairs. The sum of \$366,000.00 shall be set aside to be expended for primary work and general repairs upon 64.73 miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.

COUNCIL MEMBER'S TASKS

Supervisor Keys issued a listing of tasks to be completed by the council members. Councilman Becker is to review the following policies: Procurement Policy, Investment Policy and Code of Ethics; Councilman Aucter is to review the insurance policies and special districts; Councilwoman Sauer is to review the Employment and Liability Guidelines along with Highway Superintendent Bush, Councilman Aucter and one member of the Highway Department and report at the next board meeting.

VACANCY

Discussed the vacant Council seat due to Matt Bush's resignation. Supervisor Keys read a sample advertisement he compiled. After discussion it was agreed to place the ad for two (2) weeks in the Journal & Republican and the Citizen Committee will review/interview interested individuals and submit their recommendations/findings to the Board. The Town Board will then make an appointment to fill the term of office through the end of December 2014. The office will be put on the November 2014 ballot to fill the remainder of the term expiring 12/31/15.

AUDIT COMMITTEE

Councilwoman Sauer and Councilman Aucter to set a date and time to meet and audit town records.

RESOLUTION NO. 5 OF 2014 MEETING DATES, TIME & PLACE SET

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the regular Town Board Meetings will be held on the second Monday of the Month at 6:00 p.m. at the Town Municipal Office Building.

RESOLUTION NO. 6 OF 2014 OFFICIAL NEWSPAPER

On a motion of Supervisor Keys, seconded by Councilwoman Sauer, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the Official Newspaper will be the Journal & Republican.

ATTORNEY

Supervisor Keys stated that Timothy Farley, Attorney is interested in serving as Attorney for the Town. After discussion the following resolution was presented.

RESOLUTION NO. 7 OF 2014 ATTORNEY FOR THE TOWN

On a motion of Supervisor Keys, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, that Timothy A. Farley is hereby retained as Attorney for the Town for 2014.

BANK DESIGNATION

Clerk Jones contacted Community Bank in Lowville pertaining to municipal accounts. They do not charge any monthly fees to municipalities. Checks are free along with duplicate deposit slips. Councilman Becker feels that "all" the Town accounts should be with the same bank. Councilman Aucter agreed. After discussion the following resolution was presented.

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**RESOLUTION NO. 8 OF 2014
BANK DESIGNATION**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the Bank Designation will be at Community Bank in Lowville.

PETTY CASH

Each Justice currently has a \$100 petty cash for change purposes. The Town Clerk has two petty cash funds of \$100 each. One for the purpose of making change and the second for purchasing stamps and other miscellaneous items.

CHECK SIGNING AUTHORITY

Supervisor Keys and Deputy Supervisor Sauer are hereby designated with check signing authority.

**RESOLUTION NO. 9 OF 2014
MILEAGE REIMBURSEMENT RATE**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the mileage reimbursement rate will be the same rate as the federal/state government, which is currently 56 cents per mile.

MILEAGE CHART

It was suggested that a mileage chart be used by employees submitting mileage for reimbursement. Councilwoman Sauer will have examples for the next meeting.

**RESOLUTION NO. 10 OF 2014
DELEGATION OF AUTHORITY - GAMES OF CHANCE**

On a motion of Councilwoman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

WHEREAS, the Town of New Bremen pursuant to Part 5600 of the rules and regulations of Games of Chance, must appoint a Licensing Officer and Chief Law Enforcement Officer for Games of Chance, therefore be it,

RESOLVED, that Elizabeth B. Jones, Town Clerk is hereby appointed Licensing Officer to review applications, findings, determinations and supplemental papers in regard to issuing licenses, collecting and transmitting fees. Chief Law Enforcement Officer, Michael Carpinelli, Sheriff of Lewis County, will investigate complaints, conduct hearings and supervise the operation of Games of Chance. Appointments effective January 6, 2014 thru December 31, 2015.

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**RESOLUTION NO. 11 OF 2014
POLLING PLACE DESIGNATION**

On a motion of Councilwoman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the Town of New Bremen Municipal Office Building is hereby designated as the polling place for District #1 and #2 for the Town of New Bremen for the 2014 year.

**RESOLUTION NO. 12 OF 2014
SPECIAL DISTRICTS AND SERVICES**

On a motion of Councilwoman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, Supervisor Keys is authorized and directed to pay amounts as specified below, to the Special Districts and Services, as money becomes available thru taxation.

Beaver Falls Fire District - \$ 13,361.80	New Bremen Fire District - \$54,532.00
New Bremen Fire Protection - \$16,275.00	New Bremen Light District - \$4,100.00
Croghan Fire Dept. Ambulance Service - \$8,800.00	Beaver Falls Light District - \$6,700.00
Beaver Falls Fire Dept. Ambulance Service - \$8,000.00	

**RESOLUTION NO. 13 OF 2014
TOWN SALARIES SET**

On a motion of Supervisor Keys, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 4 Becker, Sauer, Aucter, Keys Nays 0

RESOLVED, the salaries of the Town Officers and appointees be set as indicated below, and paid in the manner stipulated. After each salary the payment schedule and expiration date of office follows:

Supervisor	Peter J. Keys	\$10,000.00	Monthly	12/31/15
Town Clerk	Elizabeth B. Jones	21,000.00	Monthly	12/31/15
Justice	Charles W. Stevens	8,000.00	Monthly	12/31/17
Justice	Errol A. Aucter	8,000.00	Monthly	12/31/15
Highway Supt.	Jonathan M. Bush	42,000.00	Monthly	12/31/15
Councilman	David L. Becker	2,500.00	Quarterly	12/31/17
Councilman	Vacant	2,500.00	Quarterly	12/31/15
Councilman	Joseph E. Aucter	2,500.00	Quarterly	12/31/17
Councilwoman	Susan J. Sauer	2,500.00	Quarterly	12/31/15
Assessor	Robert B. Ball	18,000.00	Monthly	09/31/19
Tax Collector	Elizabeth B. Jones	4,500.00	March & June	12/31/15
Health Officer	Sean Harney	400.00	Annual	12/31/16
Historian	Errol A. Aucter	300.00	Annual	12/31/15
Registrar	Elizabeth B. Jones	600.00	Annual	12/31/14
Hwy. Supt. PT Clerk	Elizabeth B. Jones	400.00	Annual	12/31/15
Dog Control Officer	Lindsay I. Burriss	2,000.00	Monthly	12/31/14
Court Clerk	Aimee L. Murphy	12.50 hr.	Monthly	12/31/14
Deputy Town Clerk	Aimee L. Murphy	12.50 hr.	Monthly	12/31/14

