

REGULAR MEETING
JANUARY 12, 2015

The Regular Meeting of the Town Board of the Town of New Bremen, County of Lewis and the State of New York was held at the Town Municipal Office Building, 8420 State Rte. 812, New Bremen, New York on the 12th day of January 2015.

Town Officer's Present: Peter J. Keys, Supervisor
David L. Becker, Councilman
Susan J. Sauer, Councilwoman
Joseph E. Aucter, Councilman
Steven Brooks, Councilman
Jonathan M. Bush, Highway Superintendent
Elizabeth B. Jones, Clerk
Errol A. Aucter, Justice
Aimee L. Murphy, Court Clerk/Deputy Town Clerk

Attended by: Approximately 2 people

Supervisor Keys called the meeting to order at 6:02 p.m. with the Pledge to the Flag. Supervisor Keys welcomed Steven Brooks to the Board.

RESOLUTION NO. 1 OF 2015
APPROVAL OF MINUTES

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the minutes of the December 29, 2014 meeting be approved.

Councilwoman Sauer asked Clerk Jones how long recordings of the meetings need to be kept. Clerk Jones stated there is a four (4) month retention period and that she backs up the recordings on a usb drive. Councilwoman Sauer feels they should be kept for a couple years.

COUNCIL MEMBER REPORTS

Councilman Becker delivered the 2 boxes of records from the New Bremen Rural Cemetery to Mitch Fidler. He made a listing of contents and returned to the Clerk. Councilman Aucter will be getting with Assessor Ball to discuss a public informational meeting.

RESOLUTION NO. 2 OF 2015
TOWN CLERK'S MONTHLY & ANNUAL REPORTS

On a motion of Councilwoman Sauer, seconded by Supervisor Keys, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Town Clerk's monthly and annual reports are approved as submitted.

*Copy of annual report is incorporated at the end of these minute proceedings.

(Regular Meeting of January 12, 2015 con't.)

**RESOLUTION NO. 3 OF 2015
TAX COLLECTOR'S ANNUAL REPORT**

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Tax Collector's annual report for 2014 is approved as submitted.

*Copy of annual report is incorporated at the end of these minute proceedings.

**RESOLUTION NO. 4 OF 2015
JUSTICES MONTHLY & ANNUAL REPORTS**

On a motion of Councilman Aucter, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Justices monthly and annual reports are approved as submitted.

*Copies of annual reports are incorporated at the end of these minute proceedings.

**RESOLUTION NO. 5 OF 2015
HISTORIAN'S ANNUAL REPORT**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Historian's annual report is approved as submitted.

*Copy of annual report is incorporated at the end of these minute proceedings.

CEMETERY

Awaiting to hear back from Attorney Farley on the next step. Supervisor Keys spoke with Bill Schaab, North Country Estates, on insuring the cemetery once the Town has ownership.

AUDIT COMMITTEE

Supervisor Keys stated that a two (2) person committee needs to be formed for the purpose of auditing 2014 accounting records for the Supervisor/CFO, Town Clerk, Tax Collector and Justice Court. Councilwoman Sauer and Councilman Brooks volunteered to be the committee.

POLICY REVIEW

The Board reviewed the following Town policies – Fund Balance, Investment, Procurement Policy & Procedure and Code of Ethics. After review/discussion the following resolution was presented.

(Regular Meeting of January 12, 2015 con't.)

**RESOLUTION NO. 6 OF 2015
TOWN POLICIES**

On a motion of Supervisor Keys, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Town Board did review the Fund Balance Policy, Investment Policy, Procurement Policy & Procedure and Code of Ethics for the Town of New Bremen, and found no changes necessary.

**RESOLUTION NO. 7 OF 2015
TOWN SALARIES SET**

On a motion of Councilman Becker, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, 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	8,250.00	Monthly	12/31/17
Justice	Errol A. Aucter	8,250.00	Monthly	12/31/15
Highway Supt.	Jonathan M. Bush	43,000.00	Monthly	12/31/15
Councilman	David L. Becker	2,500.00	Quarterly	12/31/17
Councilman	Steven Brooks	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	18,500.00	Monthly	09/31/19
Tax Collector	Elizabeth B. Jones	4,650.00	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	12/31/15
Hwy. Supt. PT Clerk	Elizabeth B. Jones	400.00	Annual	12/31/15

**RESOLUTION NO. 8 OF 2015
SPECIAL DISTRICTS AND SERVICES**

On a motion of Councilwoman Sauer, seconded by Councilman Brooks, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, 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 - \$ 15,139.00	New Bremen Fire District - \$54,156.00
New Bremen Fire Protection - \$16,275.00	New Bremen Light District - \$4,100.00
Croghan Fire Dept. Ambulance Service - \$10,000.00	Beaver Falls Light District - \$6,700.00
Beaver Falls Fire Dept. Ambulance Service - \$8,000.00	

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**RESOLUTION NO. 9 OF 2015
APPROVAL FOR PAYMENT OF BILLS PRIOR TO AUDIT**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, Supervisor Keys has permission to pay certain utility bills (ex: health insurance, communications, electric and natural gas) prior to audit to avoid late fee charges.

COUNTY UPDATE

Legislator Moser gave a brief report of on goings at the County level.

HIGHWAY SUPERINTENDENT

Highway Superintendent Bush would like to review the quote he submitted earlier for the purchase of a new tandem dump truck w/plov. Final details for financing through First Niagara Leasing, Inc. will be forthcoming. After lengthy discussion, the following resolution was presented.

**RESOLUTION NO. 10 OF 2015
PURCHASE OF NEW 2016 INTERNATIONAL 7600 6 X 4 TANDEM**

On a motion of Councilman Becker, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Becker, Aucter, Brooks, Keys Nays 1 Sauer

RESOLVED, that Jonathan M. Bush, Highway Superintendent of the Town of New Bremen is authorized to purchase 1 – New 2016 International 7600 6 x 4 Tandem Dump Truck w/Viking Equipment, Optional Electronic Spreader Controls and five (5) year 100,000 mile Engine Warranty through Onondaga County Contract #7823 from Navistar, 399 Albany Shaker Rd., Loudinville, NY 12210 for \$196,066.00

**RESOLUTION NO. 11 OF 2015
SUPERVISOR'S REPORT**

On a motion of Councilman Becker, seconded by Councilwoman Sauer, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, the Supervisor's Balance Sheet Previous Year Comparison report is approved as submitted.

*Copy of this report is incorporated at the end of these minute proceedings.

**RESOLUTION NO. 12 OF 2015
AUDIT OF CLAIMS**

On a motion of Councilwoman Sauer, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Sauer, Aucter, Brooks, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #1 of 2015 in the following amounts.

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General	Voucher #1 thru #16	\$19,495.49
Highway T-Wide	Voucher #1 thru #9	\$3,679.35
Highway T-Outside	Voucher #1 thru #2	\$587.67

The next meeting of the Town Board of the Town of New Bremen will be held on February 9, 2015 at 6:00 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Becker, seconded by Councilman Aucter, the meeting was adjourned at 7:47 p.m. Carried unanimously.

Elizabeth B. Jones, RMC
Town Clerk/Tax Collector

DRAFT