

REGULAR MEETING
November 14, 2022

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 14th day of November 2022.

Town Officer's Present: Peter J. Keys, Supervisor
Joseph E. Aucter, Councilman
Casandra M. Buell, Councilwoman
Thomas J. Schantz, Councilman
Douglas E. Herzig II, Hwy. Superintendent
Elizabeth B. Jones, Clerk

Absent: Alexis L. Lyndaker, Councilwoman

Attended by: Joanne Dicob, Nancy Kovach, Ian Gilbert – Legislator

Supervisor Keys called the meeting to order at 6:30 p.m. with the Pledge to the Flag.

RESOLUTION NO. 101 OF 2022
APPROVAL OF MINUTES

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

RESOLVED, the minutes of the October 10th and 17th, 2022 meetings are approved.

OPEN PUBLIC HEARING

The Public Hearing for the Preliminary Budget for 2023 was declared open at 6:31 p.m. with Proof of Publication in the J&R noted.

CLOSE PUBLIC HEARING

There were no questions or concerns from the public. Therefore, the public hearing was hereby closed at 6:32 p.m. by Supervisor Keys. After discussion, the following resolution was presented.

RESOLUTION NO. 102 OF 2022
ADOPTION OF THE 2023 BUDGET

On a motion by Councilwoman Buell, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 4 Aucter, Buell, Schantz, Keys Nays 0

WHEREAS, the Town Board of the Town of New Bremen did meet at the time and place as advertised, now therefore

BE IT RESOLVED, that the Town Board of the Town of New Bremen does hereby adopt such Preliminary Budget of the Town of New Bremen for fiscal year 2023. Budget will be attached to the proceedings of this meeting, and be it

FURTHER RESOLVED, that the Town Clerk shall prepare and certify a copy of the annual budget as adopted by the Town Board pursuant to Town Law and within 5 days thereof deliver 2 copies to the Supervisor for submission to the Board of Legislators.

COUNCIL REPORTS

Councilwoman Buell

1. AED – sending a thank you to the Larry Virkler Memorial Fund for their donation to purchase an AED for the Town Municipal Building.
2. Planning Board – Tom Kovach sent a letter of interest to serve on the Towns planning board. Two others will be sending their letters of interest also. To discuss further at the next regular meeting.
3. NBCIA – tried contacting the Department of State, but no response or call back. It was suggested trying to contact Assemblyman Blankenbush and Dianne Nelson in the Attorney General's Office.

**RESOLUTION NO. 105 OF 2022
ADVERTISE FOR FUEL BIDS**

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

RESOLVED, to advertise for bid unleaded gas and diesel fuel for the 2023 year, with a start date for the delivery of winter blend diesel fuel, for 1 week in the Journal & Republican and on linkinglewiscounty.com. Bids will be opened on December 12, 2022 at 6:30 p.m. at the Town Municipal Office Building.

**RESOLUTION NO. 106 OF 2022
ADVERTISE FOR PART-TIME LABORERS**

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

RESOLVED, to advertise for one (1) week in the Journal & Republican and on linkinglewiscounty.com for part-time laborer help for “call in” basis in the highway department for the upcoming winter season.

**RESOLUTION NO. 107 OF 2022
JUSTICES MONTHLY REPORTS**

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

RESOLVED, the Justices monthly reports are approved as submitted.

**RESOLUTION NO. 108 OF 2022
DCO MONTHLY REPORT**

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

RESOLVED, the Dog Control Officer’s monthly report is approved as submitted.

SUPERVISOR

Supervisor Keys – reported on the following with resolutions to follow:

1. Budget Adjustments and Transfer – The Town recently received a financial return from the County. Those funds are currently deposited in the Town’s highway fund money market account. County guidelines for those funds were to use to alleviate increased expenses due to economic situations affecting the Town budget. The Town has incurred unbudgeted expenses for a new sander for a plow truck as well as needed repairs to one of the front-line plow trucks. Recommendation at this time is to adjust the Town’s 2022 budget as follows:
 - a. Increase the amount shown on line 307 – Unexpended Balance DA, from \$90,000 to \$113,500.
 - b. Increase DA5130.4 - Machinery contractual by \$15,000 to cover cost of truck repair.
 - c. Increase DA5142.4 - Winter contractual by \$8,500 to cover cost of sander.
 - d. Transfer \$400 from A1990.4 – Contingency to A1670.4 – Central Printing and Mailing to cover current over expenditures and upcoming expenditures for legal notices to be placed through the end of the year.
2. Building Upgrades – walk through with potential contractors for the municipal building upgrades is this Friday, November 18th at 3 p.m. New floor grates were purchased and installed in the highway garage. Bill is on tonight’s abstract.
3. Set public hearings for ambulance contracts.

**RESOLUTION NO. 109 OF 2022
APPROVAL FOR TRANSFER OF FUNDS AND BUDGET ADJUSTMENTS**

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

RESOLVED, that Supervisor Keys is authorized to make the following transfers and budget adjustments:

1. Increase line 307 - Unexpended Balance DA - from \$90,000 to \$113,500
2. Increase DA5130.4 - Machinery Contractual by \$15,000
3. Increase DA5142.4 - Winter Contractual by \$8,500
4. Transfer \$400 from A1990.4 – Contingency to A1670.4 – Central Printing and Mailing

RESOLUTION NO. 110 OF 2022

AMBULANCE SERVICE CONTRACT - LCSR

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

RESOLVED, that a public hearing will be held on December 12, 2022 at 6:30 p.m. at the Town Municipal Office Building for the purpose of renewing a 1-year contract with Lewis County Search and Rescue, Inc. for Ambulance Service for the residents of the Town of New Bremen for 2023 with compensation to be set at \$6,571.15. Notice of the Public Hearing is to be published for 1 week in the Journal & Republican and on linkinglewiscounty.com.

RESOLUTION NO. 111 OF 2022

AMBULANCE SERVICE CONTRACT - BFFD

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

RESOLVED, that a public hearing will be held on December 12, 2022 at 6:30 p.m. at the Town Municipal Office Building for the purpose of renewing a two (2) year contract with the Beaver Falls Fire Department, Inc. for emergency and general ambulance service to the Town of New Bremen with compensation to be set at \$8,000.00 a year. Notice of the Public Hearing is to be published for 1 week in the Journal & Republican and posted on linkinglewiscounty.com.

RESOLUTION NO. 112 OF 2022

SUPERVISOR'S MONTHLY FINANCIAL REPORT

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

RESOLVED, the Supervisor's monthly financial report is approved as submitted.

RESOLUTION NO. 113 OF 2022

AUDIT OF CLAIMS

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

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #10 & #11 of 2022 and also approved the report of prior to audit payments for insurance, utilities and comptroller.

General	Voucher #127 thru #140	\$12,180.20
Highway T-Wide	Voucher #91 thru #101	\$52,356.85
Highway T-Outside	Voucher #30 thru #34	\$31,623.77
Insurance - \$9,876.62	Utilities - \$1,134.94	Comptroller - \$1,255.00

The next meeting of the Town Board of the Town of New Bremen will be held on December 12, 2022 at 6:30 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Aucter, seconded by Councilman Schantz, the meeting was adjourned at 8:20 p.m. Carried unanimously.

Respectfully Submitted
Elizabeth B. Jones, RMC
Town Clerk/Tax Collector