

TOWN OF ELBRIDGE  
ORGANIZATIONAL MEETING  
AND REGULAR MEETING  
JANUARY 2, 2008

D. Karen Platten, Town Clerk administered the Oath of Office for Councilor George Betts, Councilor Rita Dygert, Justice Gale Mitchell with terms ending December 31, 2011 and Highway Superintendent Dennis Pelmeary, his term expiring December 31, 2009.

**PRESENT:** Supervisor Ken Bush, Councilor George Betts, Councilor Rita Dygert, Councilor Bruce Ralston and Councilor Vern Richardson.

**OTHERS PRESENT:** Melanie Betts, Rachel Betts, Eleanor Cooper, Leo Cooper, Mark Grasmeyer, Jack Horner, Marcie Mitchell, Tom Dygert and Debra Stapleton.

**ORGANIZATIONAL MEETING:** The Town Board of the Town of Elbridge held an organizational meeting at 7:00 PM at the Town Municipal Building, Route 31, Jordan, New York. Supervisor Bush called the meeting to order at 7:00 PM and Eleanor Cooper led the Pledge of Allegiance.

**PRESENT:** Supervisor Ken Bush, Councilor George Betts, Councilor Rita Dygert, Councilor Bruce Ralston and Councilor Vern Richardson.

**ALSO PRESENT:** Dennis Pelmeary, Highway Superintendent; Eleanor Cooper, Leo Cooper, Mark Grasmeyer, Jack Horner, Joseph Patrick, Dan Conroy and Debra Stapleton.

**RESOLUTIONS**

Upon motion of Councilor Dygert seconded by Councilor Richardson the following resolution was

ADOPTED: 5 AYES    BETTS    RALSTON    RICHARDSON    DYGERT    BUSH  
                  0 NAYS

**Resolved:**

- 1) That the Supervisor be authorized to attend all regular and special meetings of the Onondaga County Supervisor's Association and the New York State Supervisor's and Legislature's Associations meetings with all reasonable and necessary expense to become a proper Town charge.
- 2) That the Town Clerk and Deputy Town Clerk are authorized to attend all regular and special meetings of the Onondaga County and New York State Town Clerk's Association and Tax Collector's Associations and that all reasonable and necessary expense become a proper town charge.
- 3) That the Town Justices be allowed to attend all County and State Magistrates Association Meetings with all necessary expense to become a proper town charge.
- 4) That the Superintendent of Highways be authorized to attend all regular and special meetings of the Onondaga County Highway Superintendents Associations and the New York State Highway Superintendent's Association and that all reasonable and necessary expense become a proper Town charge.
- 5) That the Historian is authorized to attend meetings of the Historical Societies with all reasonable expense to become a proper Town charge.
- 6) That town officials, employees and appointees will be authorized to attend necessary meetings in 2008; attendance at such meetings must be cleared through the Supervisor.

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- 7) That all officials and appointees of the town, who use their own vehicles, when the town car is in use, in carrying out their duties on behalf of the town, after submitting their New York State driver's license number to our insurance company, be allowed the current federal rate per mile for the use of their vehicle; the town car must be used whenever possible.
- 8) That the Town offices shall not be closed for any reason except for an emergency or holidays unless approved by Supervisor and public notice has been posted on our bulletin board.
- 9) That the highway department shall not be closed without notification to the Town Supervisor other than designated holidays and emergencies.
- 10) That the following rules and procedures be adopted in the conduct of the Town Board meeting: call to order, pledge of allegiance, roll call, approve previous month's minutes, pay bills, recognize guests (guests will be allowed five minutes to speak and must address their comments to the supervisor with advance notice of their topic) communications, department reports, unfinished business, new business, committee reports, open discussion (each person allowed five minutes), adjournment.
- 11) That the regular town board meeting night shall be the first and third Wednesday of each month at 7:00 P.M. except the Organizational Meeting which will be announced by the town board.
- 12) That a complete inventory of all highway equipment and supplies of any nature, be filed in the town clerk's office and copies be presented to the town board and that all town vehicles and motorized equipment be marked and identified with the words "Town of Elbridge".

Supervisor Bush moved the following appointments for the year 2008, seconded by Councilor Betts.

Robert Herrmann	CEO
John Moorehead	Chairman, Zoning Board of Appeals
Frederick Weisskopf	Chairman, Planning Board
Stephen Schwab	Chairman, Environmental Commission
William J. Sheldon	Chairman, Board of Assessment Review
Meghan Schader	Chairman, Board of Ethics

**VOTE: 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH**  
**0 NAYS**

Supervisor Bush named, Councilor George Betts Deputy Supervisor; Wendy Duck, Supervisor's Secretary and John G. Horner, Town Historian, Douglas Milton and Gordy Franz -Fire Wardens.

That the Town Board Members be given the following committee assignments for the year 2008 as follows:

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SUPERVISOR BUSH: Ways & Means, Audit & Control, Budget, Personnel, and Intergovernmental Relations

COUNCILOR BETTS: Special Districts (Water, Fire, Lighting), Highway (Chair), Public Safety and Historical Properties (including cemeteries)

COUNCILOR DYGERT: Planning and Zoning (chair), Insurance, Senior Citizens, Business Development and Building & Grounds

COUNCILOR RALSTON: Building & Grounds (chair), Environmental (trash days), Assessing Office, Technology (chair) and Planning & Zoning

COUNCILOR RICHARDSON: Highway, Dog Control, Recreational, Work Place Safety, Justice Office and Cable TV

The Town Clerk names Debra H. Stapleton, Deputy Town Clerk/Tax Collector; Eleanor V. Cooper is named Deputy Town Clerk who will work on an as needed basis.

Upon motion of Councilor Ralston, seconded by Councilor Richardson the following resolution was

ADOPTED: 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:**

13) That the Town Board hereby affix the annual salaries and wages of the following named Town Officials and Employees for the year 2008 to be paid bi-weekly unless otherwise noted:

Kenneth L. Bush, Jr.	Supervisor	Budget Officer	\$11,000 \$ 530.00
George Betts	Deputy Supervisor		250.00
George Betts	Town Councilor		5,000.00
Rita Dygert	Town Councilor		5,000.00
Bruce Ralston	Town Councilor		5,000.00
Vern Richardson	Town Councilor		5,000.00
Dennis Pelmeear	Supt. Of Highways		41,800.00
D. Karen Platten	Town Clerk/Tax Col.		35,285.00
Patricia DeRue	Town Justice		10,000.00
Gale T. Mitchell	Town Justice		10,000.00
Wendy L. Duck	Supervisor's Sec,		34,360.00
Wendy L. Duck	Budget Officer Assistant		2,440.00
Debra H. Stapleton	Deputy Town Clerk/Tax Collector		23,523.00
Eleanor V. Cooper	Deputy Town Clerk/Tax Collector		16.97 Hourly rate
	Deputy Town Clerk/Tax Collector		Hourly rate
Eleanor V. Cooper	Records Management		13.00 Hourly rate
	Records Management Clerk		13.00 Hourly rate
Paige Boratko	On Call Clerk 1		10.30 Hourly rate
Lawrence E. Fitts	Assessor (includes revaluation)		29,000.00
Thomas E. King	Water Superintendent (Hart Lot)		6,020.00
Robert Herrmann	Codes Enforcement Officer		34,257.00
Penny Ceratt	Highway Superintendent Secretary		2,374.00
Penny Ceratt	Assessor's Clerk		21,377.00
	Bldg.& Grds. Laborer		Hourly

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		Hourly Annually-
Computer Assistant		3,000.00 pd.750/qtr.
Louis Barbaglia	Technology Consultant	
	Recreation Supervisor	
Mark Grasmeyer	Sr. Citizen Coordinator	12.88 Hourly
Steven Remp	Dog Control Officer	6,556.00 Annually
Peggy Remp	Asst. Dog Control Officer	1,912.00 Annually
Linda L. Faulkner	Clerk to Justices	24,332.00 Annually
Marie Bush	Clerk 1 (Justice Office)	10.93 Hourly
John G. Horner	Town Historian	3,185 Annually
	Clerk to Historian	8.91 Hourly rate
Earl Schell	M.E.O./outside crew leader	19.95 Hourly rate
Earl Schell	Dep. Highway Supt.	19.95 Hourly rate
Duane R. Milton	M.E.O./inside crew leader	19.75 Hourly rate
Dennis C. Milton	M.E.O.	19.45 Hourly rate
William P. Snyder	M.E.O.	19.45 Hourly rate
Randy Bozeat	M.E.O.	19.45 Hourly rate
Roger Darling	M.E.O.	14.36 Hourly rate
Harold Meaker	M.E.O.	14.36 Hourly rate
Lester (Bud) Bozeat	M.E.O.	14.36 Hourly rate
John Moorehead	Chairman - Zoning Board	1,100.00 Annually
Paige Boratko	Secretary - Zoning Board	700.00 Annually
	Member - Zoning Board	600.00 Annually
Frederick Weisskopf	Chairperson - Planning Board	1,500.00 Annually
	Secretary (\$1200)/(Alternate Mem. \$400)	1,600.00 Annually
	Member - Planning Board	1000.00 Annually
William Sheldon	Chairperson - Board of Assess. Review	150.00 Annually
	Member - Board of Assessment Review	100.00 Annually
Penelope Ceratt	Secretary - Board of Assessment Review	110.00 Annually

Upon motion of Councilor Betts, seconded by Councilor Ralston the following resolution was

ADOPTED: 4 AYES BETTS RALSTON DYGERT BUSH  
0 NAYS  
1 ABSTAIN RICHARDSON

**Resolved:** That the Town Board hereby affix the wage of the following named Town Employee, Janette Richardson as Historian Clerk for the year 2008 to be paid bi-weekly at \$8.91 hourly rate.

Upon motion of Councilor Dygert, seconded by Councilor Ralston the following resolution was

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ADOPTED: 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:**

- 14) That the Syracuse Post Standard is the official newspaper of the Town of Elbridge for 2008.
- 15) That the office of Lyons National Bank in Jordan, NY & M&T Bank in Elbridge, NY be designated as the official banks where all Town Officers shall deposit all monies coming into their possession in the year 2008.
- 16) That when legal notices are posted they will be posted at the Town Hall, Jordan and Elbridge Post Offices, Lyons Bank Jordan Office, M&T Bank Elbridge Office.
- 17) That the Supervisor is authorized to purchase postage for the postage meter as needed.
- 18) That legal matters for the Town, during 2008, be referred to Dirk Oudemool, Attorney for legal counsel, for the annual fee of \$16,000 as outlined in a contract on file in the Town Clerk's office.
- 19) That legal Counsel for the Planning Board is referred to Dirk Oudemool, Attorney for the annual fee of \$8,000.
- 20) That Legal Counsel for the Zoning Board of Appeals is referred to Scott Chatfield, Attorney for the annual fee of \$5000.
- 21) That the Supervisor is authorized to enter into the annual Update service agreement for the IDS NYCODE and autoBOOK: NYS Bldg code for the Zoning office.
- 22) That the Supervisor is authorized to enter into a "Memorandum of Understanding" with the NYS Dept. of Environmental Conservation in 2008 to protect all fish and aquatic life in the waters of NYS and to minimize the paperwork required for the municipality to complete necessary public works projects.
- 23) That the Supervisor is authorized to enter into the following contracts for 2008:
  - a) HISTORICAL SOCIETY: to provide for free museum service to Town residents (\$3,000).
  - b) VILLAGE OF ELBRIDGE: to help defray costs for the New York State Trooper substation (\$1,000)
  - c) JORDAN VOLUNTEER FIRE DEPT: for ambulance service to the Town residents (\$74,500).
  - d) SENIORS CITIZENS: to provide programs for the elderly (\$2,500)
  - e) FIRE DISTRICT #1 & #2: (\$126,900 each)
  - f) VILLAGE OF JORDAN (Bailliff-\$15.00/hr.)
  - g) VETERANS MEMORIAL POOL: (\$11,000.)
  - h) CONTRACT FOR PEACE INC: (\$10,000)
  - i) SEYMOUR LOFFT - RECREATION USE: (\$6,000)

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Upon a motion made by Councilor Richardson, seconded by Councilor Betts the following resolution was

ADOPTED: 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:**

- 24) That the Town renews its membership in the New York State Association of Towns and Syracuse/Onondaga and New York State Planning Federations for 2008.
- 25) That State and County bid items or an item purchased under contract by previous bidding does not require a signed purchase order.
- 26) That delivery slips be signed by a person authorized by a town Official before submitting a bill for payment of the materials and that the delivery slips be attached to the purchase order.
- 27) That the supervisor is authorized to apply for State Aid and County Aid for 2008/09 recreation programs for the elderly and the youth.
- 28) That the supervisor is authorized to pay 2008 real property taxes to avoid penalty charges.
- 29) That the supervisor is authorized to pay all utility bills and any other bills prior to a Town Board meeting in order for the Town to take advantage of any discounts that might be available.
- 30) That the Superintendent of Highways is authorized to rent or hire machinery or equipment from time to time after comparison pricing for such rental equipment or machinery.
- 31) That the Town enter into an agreement with the Town Highway Superintendent and County Highway Department for the expenditure of \$164,000 (DB5110) for 30.15 miles of roads for general repairs for 2008.
- 32) The town, when requesting reimbursement of labor, materials and equipment from other municipalities will use the current NYS Labor, Materials and equipment rates for use in damage Recovery Claims.
- 33) That a \$1.00 fee be charged for the issuance of a second notice to taxpayers who have not paid their taxes by March 15 pursuant to section 97 of the NYS Real Property Tax Law.
- 34) That the Town's Procurement Policy as adopted July 1, 1992 and the Town's Investment Policy as adopted March 6, 1996 shall remain in effect.
- 35) That when the Town Board is seeking applications for employment and no qualified applications are received that the Board waive residency requirements.
- 36) That the Town of Elbridge pursuant to NYS General Municipal Law, Section 36 shall have a fixed asset policy, any item purchased having a dollar value of \$500 or higher will be inventoried and cataloged
- 37) That Town Officers and Department Heads are authorized to make purchases up to and not to exceed \$500 without Supervisor's approval. Two Price quotes are needed to determine best vendor prices for purchases over \$500. The Highway Department officials are authorized to make purchases up to and not to exceed \$1500 without the Supervisor's approval.

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**REGULAR MEETING**

**PRESENT:** Supervisor Ken Bush, Councilor George Betts, Councilor Rita Dygert, Councilor Bruce Ralston and Councilor Vern Richardson.

**OTHERS PRESENT:** Melanie Betts, Rachel Betts, Eleanor Cooper, Leo Cooper, Mark Grasmeyer, Jack Horner and Debra Stapleton.

**ADOPT MINUTES:** On a motion of Councilor Ralston, seconded by Councilor Richardson to dispense with the reading of the minutes of December 26, 2007 and adopt minutes as written. UC

**COMMUNICATIONS:**

**FROM:**

- 1) Onondaga Health Department – re: Long Term 2 Enhanced Surface Water Treatment Rule (LT2ESWTR) – Hart Lot WD.
- 2) Onondaga County Planning federation –re: January 2008 meeting notice and registration form.
- 3) NYSED State Archives – re: announces its first grantwriting webinar. The Write Way to Get Your Grant: An Online Refresher, “in three separate events at the beginning of January.
- 4) NYS Association of Towns – re: Dated material to be read at the first 2008 Town Board Meeting.

**GUEST:** John Horner- Historian re: Annual report. Jack read his report, which is on file. It was noted to add to his report that on June 14<sup>th</sup> the Route 5 marker across from Millstone was put up.

**REPORTS:**

Superintendent of Highways: Report is on file. Superintendent Pelmeier discussed the poor plowing being done by the county on town roads. He has contacted the County. Supervisor Bush noted the Jeep should be addressed, due to its age and condition.

Code Enforcement Officer: December and Annual reports are on file.

Planning Board: J&B storage plans to add 6 more buildings. It was approved before with the 21,600 sq.ft. as now it is only 15,800 sq.ft.

Also a rumor that Dunkin Donut and Burger King are to build here.

Supervisor Bush had a call from an unknown person asking if a drive thru is allowed in the town.

Dog Control Officer: no report.

Assessor: no report.

Outreach: Leo cooper said December has been a busy month. December 6 was the Christmas Luncheon with 81 persons attending and was catered by Beckers Cent\$ible Catering. 60 plus 6<sup>th</sup> graders entertained with song and instruments. Superintendent Marilyn Dominick invited all the seniors to the concert and luncheon at the High School on December 11<sup>th</sup>.

PEACE luncheon had 120 Elbridge elementary 2<sup>nd</sup> graders with 5 teachers that sang Christmas carols for entertainment. Leo noted we have a great rapport with the school.

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The historian and outreach worker will be out of town after January 12<sup>th</sup> for a while. Camillus and Syracuse will be able to help if needed and that information will be on the door and town clerk's office. Mark Grasmeyer will be there.

Senior Program Director: Appreciated the school district's help and also thanked them. He and Rita met on the Safe Roads Grant. Will be sending out a survey to residents. Glad the county realizes our transportation problem.

Megan Blumer reported on the strength-training program for the 50+ persons. There are 20 persons and Mark noted she does a great job.

Recreation: Supervisor Bush said he was happy to report that we will be appointing Joseph Patrick as Recreation Supervisor. Excited and looking forward to great things. Already receiving calls. Basketball is in process and basketball camp is in February.

**COMMITTEE REPORTS:**

Councilor Betts: Contacted Miller Engineering for a full feasibility study to be done. Supervisor Bush said he had a letter from county health regarding the Hart Lot Water Line. Some things have to be changed before signed.

Councilor Ralston: Thanked Superintendent Pelmar and the highway department for the help on the many projects that have been in process.

Councilor Richardson: The Justice Department is getting caught up. Marie is now working full time and Elaine from Lysander has been great help.

Obtaining cable on Gorham Road on the west end is a slow process.

Councilor Dygert: Reminded everyone on the three public hearings on January 16<sup>th</sup>. Contact her if anyone has any questions.

Supervisor Bush: Wished everyone a Happy New Year and thanked everyone for the much progress over the past year and we are moving forward.

**OLD BUSINESS:** none

**NEW BUSINESS:**

Upon motion of Councilor Richardson, seconded by Councilor Betts the following resolution was

ADOPTED 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:** that the Town Board of the Town of Elbridge appoints Joseph Patrick as Recreation Supervisor with his term expiring December 31, 2008 with annual salary of \$14,000.

On a motion of Councilor Ralston, seconded by Councilor Dygert the following resolution was

ADOPTED 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:** that the Town Board hereby waives advertising and hereby reappoints Stephen Schwab, Christopher Sandstrom, Donald Duger and David Johnson to the Environmental Commission with their term expiring on December 31, 2010.

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On a motion of Councilor Richardson, seconded by Councilor Ralston the following resolution was

ADOPTED 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:** that the Town Board of the Town of Elbridge appoints Marie Bush as temporary full time Justice Court Clerk with annual pro-rated salary of \$22,000 not including benefits.

On a motion of Councilor Dygert, seconded by Councilor Ralston the following resolution was

ADOPTED 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:** that the Town Board of the Town of Elbridge hereby waives advertising and reappoints Floyd Duger to the Planning Board with his term expiring on December 31, 2012.

On a motion of Councilor Dygert, seconded by Councilor Dygert the following resolution was

ADOPTED 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:** that the Town Board of the Town of Elbridge re-appoints Lorraine Morris as Zoning Board of Appeals Member with her term expiring December 31, 2012.

On a motion of Councilor Dygert, seconded by Councilor Richardson the following resolution was

ADOPTED 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:** that the Town Board of the Town of Elbridge appoints Elizabeth Foster as Planning Board secretary with that term expiring December 31, 2008 and Alternate Planning Board Member with that term expiring December 31, 2009.

On a motion of Councilor Ralston, seconded by Councilor Betts the following resolution was

ADOPTED 5 AYES BETTS RALSTON RICHARDSON DYGERT BUSH  
0 NAYS

**Resolved:** that the Town Board of the Town of Elbridge authorizes the Supervisor to sign the Acknowledgement of Continued Participation in the Onondaga County Fire Mutual Aid Plan.

Supervisor Bush acknowledged and congratulated Joe Patrick as the new Recreation Supervisor. Joe mentioned that he is interested in receiving calls and has had great community support. Ron Merrill already called to offer help with the 7<sup>th</sup> grade boys basketball. Also have heard from two of the school principals about scheduling the team games.

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Noted that is hard this month to have monthly reports to be ready so quick.

**MONTHLY REPORTS ON FILE:** Dog Control Officer, Supervisor, Town Clerk, Water Superintendent, Highway Superintendent, Justice Office and Zoning Officer.

**AUDIENCE PARTICIPATION:**

Dana Anthonson of Pine Street – Asked the board if he could be considered by the new recreation supervisor to take pictures for the different sport teams. A few years ago he always took the pictures and would like to be considered again.

Doug Blumer of Whiting Road – re: the noise ordinance public hearing and that there will probably be some opposition. He has drafted a letter that shares some of his concerns as well as some the agricultural committee and will give a copy to each board member. Supervisor Bush asked if it had been sent to Bob Somers. Only a copy of the Camillus noise ordinance was sent to him as Elbridge wasn't drafted yet but was going to be similar.

Megan Blumer noted that 21 had signed up for senior strength training and will be starting up next Monday.

Councilor Dygert noted that Mark has special entertainment for the January 6<sup>th</sup> meeting.

**ADJOURNMENT:** On a motion of Councilor Richardson, seconded by Councilor Ralston the Supervisor declared the meeting adjourned at 7:55 P.M.

Respectfully submitted,

D. Karen Platten