

TOWN OF ELBRIDGE
ORGANIZATIONAL MEETING
JANUARY 6th, 2010

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 7:02 PM and Councilor Bill Kuhn led the Pledge of Allegiance.

PRESENT: Councilor George Betts, Councilor Bill Kuhn, Councilor Rita Dygert, Councilor Vern Richardson, and Supervisor Ken Bush.

ALSO PRESENT: Town Attorney Dirk Oudemool; Eleanor Cooper, Leo Cooper, Outreach Worker; Dylan Johnson, student; Dan Conroy, Doug Blumer, Dana Anthonson, Dave and Todd Rinaldo, Mark Grasmeyer, Senior Program Coordinator; Ami Olson, Eagle Observer; Joe Patrick, Recreation Director; Celeste Karakas, Assessor; Dennis Pelmar, Highway Superintendent; and Debra Stapleton, Town clerk.

RESOLUTIONS

Resolutions 1-12-10

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

ADOPTED: 5 AYES Betts Kuhn Dygert Richardson 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 2010; attendance at such meetings must be cleared through the Supervisor.
- 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.

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- 8) That the Town offices shall not be closed for any reason except for an emergency or holidays unless approved by the 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 2010, seconded by Councilor Betts.

Robert G. Herrmann, Jr.	CEO
John Moorehead	Chairman, Zoning Board of Appeals
Timothy Filkins	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 Kuhn Dygert Richardson 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 Timothy Ganey -Fire Wardens.

That the Town Board Members be given the following committee assignments for the year 2010 as follows:

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)

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

COUNCILOR KUHN: Building & Grounds, Environmental (trash days), Dog Control, and Technology.

COUNCILOR RICHARDSON: Highway, Recreational, Work Place Safety, Justice Office, Cable TV, and Assessing.

The Town Clerk names Danielle Karlik, Deputy Town Clerk/Tax Collector; D. Karen Platten and Eleanor V. Cooper are named Deputy Town Clerks who will work on an as needed basis.

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

ADOPTED: 5 AYES Betts Kuhn Dygert Richardson Bush
0 NAYS

Resolutions 13-10

Resolved:

13) That the Town Board hereby affix the annual salaries and wages of the following named Town Officials and Employees for the year 2010 to be paid bi-weekly unless otherwise noted:

Kenneth L. Bush, Jr.	Supervisor	Budget Officer	\$ 11,400.00	\$ 557.00
George Betts	Deputy Supervisor		250.00	
George Betts	Town Councilman		5,400.00	
Rita Dygert	Town Councilman		5,400.00	
Bill Kuhn	Town Councilman		5,400.00	
Vern Richardson	Town Councilman		5,400.00	
Dennis Pelmear	Supt. Of Highways		44,555.00	
Debra H. Stapleton	Town Clerk/Tax Col.		35,175.00	
Patricia DeRue	Town Justice		10,400.00	
Gale T. Mitchell	Town Justice		10,400.00	
Wendy L. Duck	Supervisor's Sec,		36,624.00	
Wendy L. Duck	Budget Officer Assistant		2,563.00	
Danielle Karlik	Deputy Town Clerk/Tax Collector		23,450.00	
D. Karen Platten	Deputy Town Clerk/Tax Collector		17.83	Hourly rate
Eleanor V. Cooper	Deputy Town Clerk/Tax Collector		17.83	Hourly rate
Eleanor V. Cooper	Records Management		13.00	Hourly rate
D. Karen Platten	Records Management Clerk		13.00	Hourly rate
Paige Boratko	On Call Clerk 1		11.00	Hourly rate
Celeste Karakas	Assessor (on contract with Camillus)		20,000.00	& expenses
Thomas E. King	Water Superintendent (Hart Lot)		6,324.00	
Robert G. Herrmann	Codes Enforcement Officer		39,580.00	
Penny Ceratt	Highway Superintendent Secretary		2,531.00	
Penny Ceratt	Assessor's Clerk		22,786.00	
Joseph Patrick	Recreation Director		15,300.00	
Mark Grasmeyer	Sr Citizen Coord.		13.54	Hourly
Steven Remp	Dog Control Officer		6,888.00	Annually

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Peggy Remp	Asst. Dog Control Officer	2,010.00 Annually
Marie Bush	Clerk to Justices	25,581.00 Annually
John G. Horner	Town Historian	3,347.00 Annually
Earl Schell	M.E.O./outside crew leader	20.82 Hourly rate
Earl Schell	Dep. Highway Supt.	20.82 Hourly rate
Duane R. Milton	M.E.O./inside crew leader	20.62 Hourly rate
William P. Snyder	M.E.O.	20.32 Hourly rate
Randy Bozeat	M.E.O.	20.32 Hourly rate
Roger Darling	M.E.O.	16.84 Hourly rate
Robert Herrmann, Jr.	M.E.O. as needed	15.68 Hourly rate
Aaron Bouchard	M.E.O. as needed	15.68 Hourly rate
Harold Meaker	M.E.O. as needed	15.68 Hourly rate
John Moorehead	Chairman - Zoning Board	1,100.00 Annually
Paige Boratko	Secretary - Zoning Board & Alternate	1000.00 Annually
	Member - Zoning Board	600.00 Annually
Tim Filkins	Chairperson - Planning Board	1,500.00 Annually
Elizabeth Foster	Secretary - Planning Board & Alternate	1,600.00 Annually
	Member - Planning Board	1,000.00 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
Deborah Blasko	Clerk 1 (Justice Office)	10.00 Hourly
Danielle Karlik	Website Administrator	1,000.00 Annually

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

ADOPTED 5 AYES Betts Kuhn Dygert Richardson Bush
0 NAYS

Resolution 14-23-10

Resolved:

- 14) That The Eagle Observer is the official newspaper of the Town of Elbridge for 2010.
- 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 2010.
- 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 2010, 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 \$8000.

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- 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 2010 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 2010:
 - a) HISTORICAL SOCIETY: to provide for free museum service to Town residents (\$3,090).
 - 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 (\$96,500).
 - d) SENIORS CITIZENS: to provide programs for the elderly (\$2,500)
 - e) VILLAGE OF JORDAN (Bailiff-\$15.00/hr.)
 - f) VETERANS MEMORIAL POOL: (\$12,000.)
 - g) CONTRACT FOR PEACE INC: (\$10,000)
 - h) SEYMOUR LOFFT - RECREATION USE: (\$9,500)

Upon a motion made by Councilor Dygert, seconded by Councilor Kuhn the following resolution was

ADOPTED 5 AYES Betts Kuhn Dygert Richardson Bush
0 NAYS

Resolution 24-37-10

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 2010.
- 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 2010/11 recreation programs for the elderly and the youth.
- 28) That the supervisor is authorized to pay 2010 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.

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- 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 \$155,000 (DB5110) for 30.15 miles of roads for general repairs for 2010.
- 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.

ADOPT MINUTES: On a motion of Councilor Dygert, seconded by Councilor Richardson the minutes of December 29, 2009 were approved. UC

COMMUNICATIONS:

FROM:

- 1) Association of Towns-re: 2010 Training School and Annual Meeting held at the Hilton New York Towers February 14-17, 2010 for town officials with dated material to be returned.
- 2) Onondaga County Health Department-re: Renewal invoice for food permits.

REPORTS:

Outreach: Leo reported they had a memorial service at the first Tuesday luncheon, of the year, for the eight seniors that had passed the previous year. Minister Floyd Duger was there and it was well received.

Superintendent of Highways: Dennis said his report is on file, and then explained a win/win situation with the County where they can borrow salt from us, instead of heading back out of town, and they reimburse us.

Code Enforcement Officer: Bob's report for December is on file, as well as his annual report.

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Planning Board: Doug Blumer reported they're working on a couple minor subdivisions, and Tessy Plastics and their project.

Dog Control Officer: Report is on file.

Assessor: Celeste reported on the 6-year agreement, and Supervisor Bush asked how people find out about possible exemptions that are available to them. The website is a source, and maybe an ad in the Eagle Observer.

Senior Program Coordinator: Mark's report is on file, and he said he and Dennis had been working on a grant proposal for a portable stage at the community center. Dennis mentioned the PA system is old and needs updating.

Recreation: Joe's report is on file, and he discussed different programs and where they'll be held. He is exploring a wider variety of activities and opportunities for kids.

NEW BUSINESS:

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

ADOPTED 4 AYES Betts Kuhn Dygert Bush
 0 NAYS
 1 ABSTAIN Richardson

Resolution 38-10

Resolved: the Town Board hereby affix the wage of the following named town employee, Janette Richardson, as Historian Clerk to be paid bi-weekly at \$9.36 hourly rate.

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

ADOPTED 5 AYES Betts Kuhn Dygert Richardson Bush
 0 NAYS

Resolution 39 -10

Resolved: the Town Board appoints Bruce Foote to the Town of Elbridge Zoning Board of Appeals, to fill a term ending December 31st, 2011.

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

ADOPTED 5 AYES Betts Kuhn Dygert Richardson Bush
 0 NAYS

Resolution 40-10

Resolved: The Elbridge Town Board hereby reappoints the individuals below as follows:

Robert Decker ZBA through 12/31/14
Todd Platten Environ. Comm. through 12/31/12
Karen Carney Planning Board through 12/31/14

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

ADOPTED 5 AYES Betts Kuhn Dygert Richardson Bush
0 NAYS

Resolution 41-10

Resolved:

Whereas, New York State has created the Economic Development Zone Program, known as the Empire Zone Program, to encourage industrial and commercial development in select municipalities across the State; and

Whereas, the Town of Elbridge as an eligible municipality in conjunction with the County of Onondaga, received designation of an Economic Development Zone and was re-designated as distinct and contiguous areas pursuant to Section 957(d) of the General Municipal Law, and

Whereas, New York State has amended the Zone program to increase benefits and allow additional areas to be deemed as Regionally Significant Projects; and

Whereas, The County of Onondaga and the Town of Elbridge intend to amend the County of Onondaga Empire Zone boundaries to encourage industrial and commercial development and to allow for the designation of lands in the Town of Elbridge for a Regionally Significant Project; and

Whereas; Tessy Plastic Corporation, located at 442-488 Route 5 West, Elbridge, NY, Tax Parcel 040.-04.23, 25.1, 26.1, 26.2 meets the criteria of 957(d) of the General Municipal Law as a Regionally Significant Project by creating 50 new jobs for inclusion within the County of Onondaga Empire Zone in an area outside the district and separate contiguous areas, and

Whereas, the Town of Elbridge wishes to support and concur with the Empire Zone designation of 79.345 acres of Tax Parcel 040.-04-23, 25.1, 26.1, 26.2 or portions thereof, as a Regionally Significant Project under Section 957(d) (i) of the General Municipal Law.

Now, therefore, be it Resolved, by the Town Board of the Town of Elbridge, New York that it fully supports and concurs in the submission of an application by Onondaga County for the re-designation of certain areas as an Empire Zone.

COMMITTEE REPORTS:

Councilor Dygert: positive feedback regarding the JET program from the community.

Councilor Richardson: new justice clerk started, and is working out well. Has been pursuing grant money for the security fence project, and the Supervisor signed and sent a paper in today- should be the end of it. The Supervisor thanked him for his efforts.

Councilor Kuhn: Appreciates the opportunity that's been given to him to serve on the Town Board, and would like to publicly thank the townspeople for supporting him.

Councilor Betts: thanked Donna's Cleaning Service for taking care of stains on the new carpeting that occurred during a court night.

Supervisor Bush: Brenda Kayn has declined her auditing services this year, due to a personal loss, and he is in the process of locating another. Wanted to remind everyone that there will be a meeting at the Elbridge Village Hall at 2PM on Friday (the 8th), for the grant money awarded to the three municipalities regarding the LT2 water project. As

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important as the money is, he stressed the importance of these municipalities working together.

MONTHLY REPORTS ON FILE: Assessing, Supervisor, Town Clerk, Recreation, Senior Citizen Outreach, Highway Supt., Code Enforcement, Dog Control, and Historian.

AUDIENCE PARTICIPATION:

Dana Anthonson stated that he hoped, being a new year, concerning homeowner's regulations, that we would not be compared to Camillus. He would like to revisit some of these regulations, and eliminate them, as this is a small, and old community.

Doug Blumer is frustrated because he received a tax bill, from a Blumer heir for .37 and the town spent .44 to mail it.

EXECUTIVE SESSION: On a motion of Councilor Betts, seconded by Councilor Richardson, the Board entered into Executive Session at 7:46 Pm to discuss a personnel issue.

On a motion from Councilor Betts, seconded by Councilor Richardson, the Board returned from Executive Session at 8:11 PM

ADJOURNMENT: On a motion of Councilor Richardson, seconded by Councilor Kuhn, the meeting was adjourned at 8:12 PM. UC

Respectfully submitted,

Debra H. Stapleton
Town Clerk