

**TOWN BOARD
TOWN OF OAKFIELD
JANUARY 2, 2019**

ROLL

CALL: Supervisor Glor
Deputy Supervisor Martin
Councilman Carroll
Councilman Kabel
Councilman Wolcott

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Code/Zoning Officer Mikolajczyk

Supervisor Glor called the meeting order at 12:02 pm; followed by the Pledge to the Flag.

SALARY SCHEDULE a motion was by Deputy Supervisor Martin, seconded by Councilman Carroll and carried by unanimous vote to approve the following Salary Schedule:

	2018	2019
Supervisor	8,200.00	8,200.00
Councilman (4) each	2,700.00	2,800.00
Town Clerk	29,307.00	30,772.00
Town Tax Collecto	1,875.00	1,925.00
Registrar	677.00	705.00
Justice I	9,910.00	10,108.00
Justice II	9,910.00	10,108.00
Court Clerk I	9,121.00	9,303.00
Highway Superintendent	63,000.00	64,890.00
Public Works Administrator	11,000.00	15,000.00
Parks Administrator Srv	2,100.00	2,163.00
Cemetery Administrator Srv	1,700.00	1,800.00
Assessor	18,760.00	19,400.00
Zoning Officer	3,992.00	4,111.00
Code Officer	3,992.00	4,120.00
Baldwin Business Service	9,400.00	15,500.00
Highway-MEO	23.25 hr.	23.75 hr.
Laborer, PT (Highway-winter wing man)	16.00 hr.	16.34 hr.
Laborer PT (Highway-winter)	0	14.70 hr.
Laborer, PT (Highway-summer/mower)	14.40 hr.	14.70 hr.
Deputy Town Clerk	13.15 hr.	13.43 hr.
Laborer, PT (Highway-Summer)	16.00 hr.	16.34 hr.
Public Works Clerk	1,200.00	2,000.00

RESOLUTION NO. 1-2019: TOWN OF OAKFIELD LEGAL SERVICES AGREEMENT:

Councilman Wolcott offered the following:

RESOLVE, the Town of Oakfield shall enter into a Legal Service Agreement with Attorney David C. Schubel, Attorney at Law for an hourly rate of \$190.00.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

APPOINTMENTS: The following appointments were submitted for approval:

- A. **Monthly Meeting-** Second Tuesday of every month @ 6:30 pm
- B. **Official Newspaper-** The Daily News
- C. **Bank Depository-** Bank of Castile
- D. **Deputy Supervisor-** Councilman Martin
- E. **Town Zoning Officer-** Mark A. Mikolajczyk
- F. **Code Enforcement Officer-** Mark A. Mikolajczyk
- G. **Library Board of Trustees-** Denise DeMatteo
- H. **Youth Recreation-** Joel D'Alba
- I. **Zoning Board of Appeals-** N/A (need another member)
- J. **Planning Board-** Wally Kornow
- K. **Attorney-** David C. Schubel
- L. **Mileage-** current is .58 cents per mile (IRS rate)
- M. **Surplus Funds-**The Supervisor is directed to invest surplus funds, not to exceed current expenses using area banks.
- N. **Fuel-**The Highway Superintendent is authorized to purchase fuel from any source in case of emergency.
- O. **Buildings & Grounds Administrator-** Alan R. Dennis
- P. **Public Works Administrator-** Alan R. Dennis
- Q. **Public Works Clerk** Melissa M. Haacke
- R. **Parks Administrator-** Alan R. Dennis
- S. **Cemetery Administrator-** Alan R. Dennis
- T. **Utilities-**The Supervisor is authorized to pay all utilities and other invoices to take advantage of due dates.
- U. **Tools-**the Highway Superintendent is authorized to purchase small supplies and tools needed not to exceed \$6,000.00 for the year 2019.
- V. **Town Clerk's Office Hours-**9AM-4PM Monday-Friday. During the month of January, the Clerk's office will be open Saturday, January 19th & January 26th 9AM to Noon, further the Town Clerk's office will mirror the four (4) 10 hour work day of the Highway Department beginning in May and ending September 30th.
- W. **Town Clerk's Deputy-** Sherrie A. Rodriguez
- X. **Registrar-** Melissa M. Haacke
- Y. **Town Tax Collector-** Melissa M. Haacke
- Z. **Adult Culture & Recreation Administrator-** Melissa M. Haacke
- AA. **Health Reimbursement Administrator-** Melissa M. Haacke
- BB. **Holidays & Sick Days-**the attached list of holidays, sick days and vacation days will be observed by Town Highway Employees
- CC. **Examination of Books-**The annual examination of books will be set by the Audit Committee.
- DD. **Disaster Coordinator-** Thomas A. Graham

A **motion** was made by Councilman Wolcott, seconded by Deputy Supervisor Martin and carried by unanimous vote to approve the appointments above.

A ROLL CALL Vote went as follows:

Supervisor Glor Aye
Deputy Supervisor Martin Aye
Councilman Carroll Aye
Councilman Kabel Aye
Councilman Wolcott Aye
PASSED (5-0)

COMMITTEE APPOINTMENTS for 2019 are as follows:

1. **Insurance-** Councilman Kabel/Councilman Carroll
2. **Highway-** Councilman Wolcott/Councilman Kabel
3. **Personnel-** Councilman Wolcott/Deputy Supervisor Martin
4. **Bldg. & Grounds-** Councilman Kabel/Deputy Supervisor Martin
5. **Water-** Supervisor Glor/Councilman Wolcott
6. **Cablevision-** Councilman Carroll/Councilman Kabel
7. **Fire Budget Liaison-** Deputy Supervisor Martin/Supervisor Glor
8. **Audit-** Councilman Wolcott/Deputy Supervisor Martin
9. **Library Liaison-** Councilman Carroll (temporary appointment)
10. **Economic Devel.-** Supervisor Glor/Deputy Supervisor Martin
11. **Bookkeeper-** Baldwin Business Service, Nunda, NY
12. **GAM Rep.-** Supervisor Glor/Councilman Carroll
13. **Youth Recreation-** Supervisor Glor/Councilman Carroll

A **motion** was made by Councilman Kabel, seconded by Deputy Supervisor Martin and carried by unanimous to approve the committee appointments as submitted.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION carried (5-0)

With no further business to come before the Board, a **motion** was made by Councilman Kabel, seconded by Councilman Wolcott and carried by unanimous vote to adjourn at 1:00 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk