

**TOWN BOARD
TOWN OF OAKFIELD
JANUARY 4, 2022**

ROLL

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

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Schultz
Assessor Flansburg

Supervisor Martin called the meeting order at 4:00 pm; followed by the Pledge to the Flag.

SALARY SCHEDULE a motion was by Councilperson Glor, seconded by Deputy Supervisor Wolcott and carried by unanimous vote to approve the following Salary Schedule:

| | 2021 | 2022 |
|------------------------------------|-------------|-------------|
| Supervisor | 9,000.00 | 9,180.00 |
| Councilman (4) each | 3,000.00 | 3,060.00 |
| Town Clerk | 32,926.00 | 35,230.00 |
| Town Tax Collection | 1,983.00 | 2,000.00 |
| Registrar | 705.00 | 720.00 |
| Justice I | 10,411.00 | 10,931.50 |
| Justice II | 10,411.00 | 10,931.50 |
| Court Clerk I | 9,582.00 | 10,061.00 |
| Highway Superintendent | 66,228.00 | 70,864.00 |
| Admin. Asst. HW Super. | 13,000.00 | 13,260.00 |
| Parks Administrator Srv | 2,208.00 | 2,255.00 |
| Cemetery Administrator Srv | 1,836.00 | 1,850.00 |
| Assessor | 19,700.00 | 20,100.00 |
| Zoning Officer | 4,235.00 | 4,489.00 |
| Code Officer | 4,244.00 | 4,499.00 |
| Baldwin Business Service | 17,000.00 | 17,000.00 |
| Highway-MEO | 24.75 Hr. | 25.25 Hr. |
| Laborer PT (Highway-winter) | 16.50 Hr. | ZERO |
| Laborer, PT (Highway-summer/mower) | 16.50 Hr. | ZERO |
| Full Time Laborer II | New | 17.00 Hr. |
| Deputy Town Clerk I | 7,000.00 | 7,490.00 |
| Deputy Town Clerk II | 12.50 Hr. | 12.50 Hr. |
| Laborer, PT (Highway-Summer) | 16.84 Hr. | ZERO |

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 & NYCLASS
- D. **Deputy Supervisor-** Councilman Wolcott
- E. **Town Zoning Officer-** Mark A. Mikolajczyk
- F. **Code Enforcement Officer-** Mark A. Mikolajczyk
- G. **Library Board of Trustees-** Dan Groth
- H. **Youth Recreation-** None
- I. **Zoning Board of Appeals-** Jamie Lindsley
- J. **Planning Board-** None
- K. **Attorney-** Craig Welch
- L. **Mileage-** current is .58.5 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-** Michael W. Schultz
- P. **Administrative Assistant to HW Super.** Melissa M. Haacke
- Q. **Parks Administrator-** Michael W. Schultz
- R. **Cemetery Administrator-** Michael W. Schultz
- S. **Utilities-**The Supervisor is authorized to pay all utilities and other invoices to take advantage of due dates.
- T. **Tools-**the Highway Superintendent is authorized to purchase small supplies and tools needed not to exceed \$6,000.00 total for the year 2022.
- U. **Town Clerk's Office Hours-**9AM-4PM Monday-Friday. During the months of January, February, March the Clerk's office will be open Saturday, January 22nd & January 29th 9AM to Noon, further the Town Clerk's office will resume the 4 day work week beginning in April, 7:30AM-4PM.
- V. **Town Clerk's Deputy I** Barry D. Flansburg
- W. **Town Clerk's Deputy II** N/A
- X. **Registrar-** Melissa M. Haacke
- Y. **Town Tax Collector-** Melissa M. Haacke
- Z. **Adult Culture & Recreation Administrator-** Melissa M. Haacke

- AA. **Holidays & Sick Days-**the list of holidays in the men's contract, sick days and vacation days will be observed by Town Highway Employees
- BB. **Examination of Books-**The annual examination of books will be set by the Audit Committee.
- CC. **Disaster Coordinator-** Thomas A. Graham

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

A ROLL CALL Vote went as follows:

| | |
|---------------------------|-----|
| Supervisor Martin | Aye |
| Deputy Supervisor Wolcott | Aye |
| Councilman Carroll | Aye |
| Councilperson Glor | Aye |
| Councilman Kabel | Aye |

PASSED (5-0)

COMMITTEE APPOINTMENTS for 2022 are as follows:

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

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

Ayes: Martin, Wolcott, Carroll, Glor, Kabel

MOTION carried (5-0)

With no further business to come before the Board, a **motion** was made by Councilman Kabel, seconded by Deputy Supervisor Wolcott and carried by unanimous vote to adjourn at 4:27 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk