

**TOWN OF OAKFIELD**  
**REGULAR TOWN BOARD MEETING**  
**FEBRUARY 13, 2024**

**ROLL**

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

**OTHERS**

**PRESENT:** Town Clerk Haacke  
Acting Superintendent of Highways Muntz  
CEO/ZEO Mikolajczyk  
Jamie Lindsley, Oakfield Betterment Committee  
Jeff Allen, Oakfield Betterment Committee

Supervisor Martin called the meeting to order at 6:30 pm; followed by the Pledge to the Flag.

**Minutes of the January 9, 2024, Regular Town Board Meeting**—**MOTION** Councilperson Glor, second Deputy Supervisor Wolcott to approve the minutes as written.

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**JAMIE LINDSLEY—OAKFIELD BETTERMENT COMMITTEE**

Two events are set for April—Eclipse Party April 8<sup>th</sup> and Earth Day April 20<sup>th</sup>.

Mrs. Lindsley asked if the bathrooms would be open, Acting HW Superintendent Muntz stated that turning the water on is weather dependent and they should plan on port-a-pots for at least the Eclipse event.

Earth Day, requesting contractor bags, gloves, and use of town dumpster.

Would also like to investigate requesting “No Littering” signs. That is dependent of what roads.

**CEO/ZEO**

Mr. Mikolajczyk’s report is available for review during regular business hours.

**SUPERINTENDENT OF HIGHWAYS**

**ROADWORK UPDATE**

Taking down trees from wind and death

**BUILDINGS & GROUNDS:**

**N/A**

**CEMETERIES:**

1 burial

**PARKS:**

Bought cleat locks for flag poles.

**EQUIPMENT UPDATE:**

Both trucks have been picked up and payment received from Auctions International Working with Viking to get the 10-wheeler in proper order.

New one ton back to Valley for receiver hitch for trailer, then to Unicorn for toolbox. Installation.

**LIBRARY:**

Per the town attorney, we are not to do any more maintenance.

**MISCELLANEOUS:**

N/A

**RESOLUTION NO. 3-2024—2023 ANNUAL CEMETERY REPORT**

Councilman Carroll offered the following:

**BE IT RESOLVED** the Town Board of the Town of Oakfield accepts the 2023 Cemetery report as submitted and attached hereto.

**Revenues**

**2023 Annual Cemetery Report**

**Town of Oakfield**

**(Cary, Reed, and East Oakfield Cemeteries)**

Openings	\$6050.00
Cremation Openings	\$1050.00
Headstone Foundations	\$2459.60

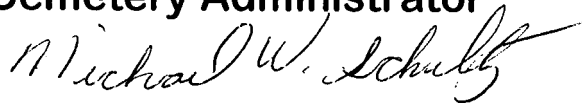
Sale of Plots

\$4400.00

Total = \$13959.60

Respectably Submitted,

**Cemetery Administrator**



**Second:** Councilperson Glor

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**CARRIED UNANIMOUS VOTE (5-0)**

**TOWN CLERK**

**ABSTRACT 2-2024—MOTION** Deputy Supervisor Wolcott, second Councilman Carroll to authorize the following:

General Fund	1061-3014 (Gap in #s)	\$56,740.85
Part Town B	346-347	\$ 1,580.41
Highway DA	1049-1072	\$38,373.03
Highway DB	437	\$ 862.01
Special Districts	237	\$57,739.50
Capital Water	50-51	\$71,634.80
	<b>TOTAL</b>	<b>\$226,930.60</b>

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**2024 YOUTH RECREATION**

**MOTION** Councilman Kabel, second Councilperson Glor to approve contracting with the YMCA of Batavia for the 2024 Youth Recreation Program at the cost of \$23,700.00.

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO. 10-2024—JUSTICE AUDIT**

Councilman Kabel offered the following:

**RESOLUTION ACKNOWLEDGING THAT THE REQUIRED AUDIT OF THE COURT RECORDS AND  
DOCKETS WAS CONDUCTED**

**WHEREAS**, Section 2019-a of a Uniform Justice Court Act requires that Town Justices annually provide their court records and dockets to their respective Town Auditing Board, and that such records be audited and that fact be entered into the minutes of the Board's proceedings; and

**WHEREAS**, an audit was conducted of the Town Justices records and dockets by the Town of Oakfield Audit Committee, which is Deputy Supervisor Kim Wolcott and Supervisor Matthew Martin.

**NOW, THEREFORE, BE IT RESOLVED**, the Oakfield Town Board hereby acknowledges that the required audit of the Court Records and Dockets was conducted and hereby directs the Supervisor to forward a copy of the audit report along with a copy of this resolution to the Chief Internal Auditor, NYS Unified Court System, 2500 Pond View, Suite LL01, Castleton-on-Hudson, NY 12033.

**Second:** Councilman Carroll

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO. 11-2024—CLERK'S AUDIT RESOLUTION**

Councilman Kabel offered the following:

**WHEREAS** it is required by law that an annual audit be conducted on the books of the Town Clerk; and

**WHEREAS** the Town Supervisor and Deputy Supervisor make up the audit committee; and

**WHEREAS** the audit committee has fulfilled the task of auditing the books of Town Clerk Melissa M. Haacke for the year 2023.

**NOW, THEREFORE, BE IT RESOLVED**, that the audit committee has submitted a written review of the Town Clerk's books, dated January 24, 2024, to the office of the Town Clerk, fulfilling the audit requirements for the year 2023.

**Second:** Councilperson Glor

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO. 12-2024—DECLARE SURPLUS PROPERTY**

Councilman Carroll offered the following:

**BE IT RESOLVED** that the following will be declared surplus property of the Town of Oakfield and disposed of appropriately:

2 cell phones: (1) Galaxy (1) Apple iPhone  
5 tablets: ASUS  
2 Lap Top Computers: (1) ASUS (1) Lenovo

**Second:** Councilperson Glor

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO.13- 2024—CLOSE THE YOUTH RECREATION CHECKING ACCOUNT**

Deputy Supervisor Wolcott offered the following:

**BE IT RESOLVED** that since the Town of Oakfield is contracting with the YMCA of Batavia for the Youth Recreation Program, the checking account with Tompkins Bank of Castile can be closed.

**BE IT FURTHER RESOLVED** that the NYCLASS account will remain open, but any funding will be paid through the Town accounts as appropriated by the budget.

**Second:** Councilman Carroll

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**RESOLUTION NO.14 –2024—APPROVAL OF WHO CAN SIGN DEED TO TRANSFER LIBRARY**

Councilman Carroll offered the following:

**BE IT RESOLVED** that when it comes time to sign the deed to transfer the library to the Haxton Library board, those who can sign the deed are Supervisor Matthew E. Martin, Deputy Supervisor Kim E. Wolcott, or Councilperson Carol L. Glor

**Second:** Councilman Kabel

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**APPROVED UNANIMOUS VOTE (5-0)**

**PHOTOCOPIES**

Black & White are 0.10 cents per copy.

Color copies are 0.35 cents per copy.

\*\*for residents and local non-profit organizations

**SUPERVISOR**

**MOTION** Deputy Supervisor Wolcott, second Councilman Carroll to approve the Supervisor's report as submitted.

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel

**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**UPDATES TO TOWN PARK**

**MOTION** Councilman Carroll, second Councilman Kabel to use ARPA funds to update and fix the small pavilion, dug outs, announcing area, backstop, repair food stand, and paint at the town park.

**Ayes:** Martin, Wolcott, Carroll, Glor, Kabel  
**MOTION CARRIED UNANIMOUS VOTE (5-0)**

**OTHER ITEMS**

Deputy Supervisor Wolcott stated that the 2024 Cemetery Clean-up will be May 18 at Cary Cemetery.

**ADJOURNMENT—MOTION** Councilman Kabel, second Deputy Supervisor Wolcott to adjourn the meeting at 7:33 pm.

Respectfully submitted,  
Melissa M. Haacke, Town Clerk