

**TOWN OF OAKFIELD**  
**REGULAR TOWN BOARD MEETING**  
**SEPTEMBER 11, 2018**

**ROLL**

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

**OTHERS**

**PRESENT:** Town Clerk Haacke  
Superintendent of Highways Dennis  
Assessor Flansburg  
Code/Zoning Officer Mikolajczyk  
Laurie Nanni, Oakfield Historical Society  
Michele Graham, Village Trustee

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

A moment of silence was observed in memory of those who died in the events of 9/11.

**Minutes of the August 14, 2018 Regular Board Meeting and Budget Workshop 1:** **MOTION** Councilman Kabel, second Deputy Supervisor Martin to approve the minutes as written.

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

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

**LAURIE NANNI, OAKFIELD HISTORICAL SOCIETY**

Darlene is working on a new book  
Cemetery Tour is postponed until May  
Handling many genealogy requests  
Website is up to date through Millennium Computers  
OACS did not replace one History teacher, the students in 7<sup>th</sup> will visit the museum at times  
In November there will be a Native American storyteller  
The museum will close in December

**MICHELE GRAHAM, VILLAGE TRUSTEE**

Requested that if Mike Morris, Village Code/Zoning Officer is unavailable will Mark Mikolajczyk fill in?

**RESOLUTION NO. 36-2018—BACK UP CODE & ZONING**

Deputy Supervisor Martin offered the following:

**BE IT RESOLVED**, that the Town and Village of Oakfield will allow the Code & Zoning Officers, Mike Morris and Mark Mikolajczyk to fill in for one another should one be unavailable.

**Second:** Councilman Wolcott

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

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

Mayor Boyle wanted the Town Board reminded that two dozen or so residents outside the Village are using sewer with no agreement with the Town.

Supervisor Glor told Trustee Graham that the Town is aware of this and the previous Mayor was to provide a simple agreement. Supervisor Glor stated that she has spoken with Mayor Boyle regarding this and she is waiting for the Mayor to provide the Town Board with said agreement.

**CODE/ZONING OFFICER**

Officer Mikolajczyk's report is available for review in the Town Clerk's office.

**ASSESSOR**

Assessor Flansburg stated that sales are going out of site.

**SUPERINTENDENT OF HIGHWAY**

- 1) Road Work Update
  - a) Cutting-down dead trees along road sides where needed.
  - b) Mowing road sides a second time is completed and mowing with the excavator on road side ditches and brush along road sides is completed second time.
  
- 2) Building & Grounds
  - a) Everything is in working order.
  
- 3) Cemeteries
  - a) New trees and bushes for Cary and Reed cemetery are being watered as needed. Will tie down trees before winter.
  - b) Mowing and weed trimming on a continual bases.
  - c) Three trees are left to be cut down in Cary Cemetery.
  - d) Planning on paving main driveways this year. Where will funds come from to pay for? ( Will need to wait till 2019 or 2020)

**Parks**

- a) We are looking at some up-grades to park with our Engineers so we can apply for grants as they become available and talk to little league, betterment committee for financial assistance. We may want to consider doing this work and possibly banning it. The drawings are revised now. The cost est. is by Clark-Patterson.
  - b) We need to discuss next steps in the park up-grades. Little league wishes to be involved along with youth rec.
  - c) Bath room cleaning and mowing continually, bath rooms will be left un-locked and cleaned daily along with trash pick-up. Will close up bathrooms by end of September and turn off the water to the park.
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- 4) Equipment Update
    - a) Truck 201 is repaired (batteries, alternator, and ejectors see invoice).
  
  - 5) Publics Works Update

- a) WD 7 SERGI needs to come back to do some touch-up restoration.
  - b) WD 9 & 3 has some meter pit repairs needed to be done.
  - c) WD 10 package has approved by RD waiting to put to bid after all easements are signed.
  - d) WD 11 Judge Road, MaCumber Road complete.
  - e) WD 11 ext. Lewiston Road being worked on by Clark Patterson.
  - f) Phase 2 Alabama is going well by Morsch Pipeline, Inc. which includes meter vault at Lewiston Road south at village/town line.
  - g) Clark Patterson has started laying out sewer districts for future expansion and current needs in the town, also creating a sewer district where there is already sewer in the town. Village will be at all future meetings on sewer.
  - h) Monroe Water Authority in future is the way to go. Waiting for city to sign a contract with MCWA first before that can happen.
  - i) Need to pursue getting together with village with Town Board, Town Attorney, County Attorney, County Highway Superintendent, Village Board, and Village Attorney on water debt distribution.
- 6) Library
- a) Working with CPL for elevator install at the library. CPL has come took pictures and measurements and done preliminary dwgs. Estimate looks very good, the library is working on getting grant money to install.
- 7) Miscellaneous
- a) Need to set up meeting on possible housing development plan areas for Town of Oakfield a developer has already been here for info on locations for housing tracts.
  - b) Land fill will open for the whole year weather permitting access.
  - c) Working with a solar company on a solar field installation. Nothing new to report.
  - j) Need to revise and up-date our zoning codes and town required permits.
  - k) DEC has completed the Landfill Inspection waiting for the report.

With no events taking place in the Town Park this fall, the water will be shut off the end of September.

Alan R. Dennis  
 Superintendent of Highways  
 Public Works Administrator  
 Cemetery Administrator  
 Parks Administrator

3219 Drake Street  
 Oakfield, New York 14125  
 585-813-3352 cell phone  
 585-948-5835 ext. 103 office  
 585-948-8108 fax

**TOWN CLERK**

**Abstract 9-2018: MOTION** Councilman Wolcott, second Councilman Carroll to approve the following:

General Fund	1106-1133	\$ 34,470.77
Part Town B	132-137	\$ 3,466.29
Highway DA	380-384	\$ 7,423.30
Highway DB	218-223	\$180,703.81
Water Districts	168-175	\$137,332.89
Youth Rec	32	\$ 200.00
	TOTAL	\$363,597.06

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

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

**RESOLUTION NO. 37-2018—DECLARE EXCESS SCRAP TO BE SOLD**

Councilman Kabel offered the following:

**BE IT RESOLVED**, the Town Board of the Town of Oakfield declares the following excess scrap and to be taken and sold as scrap material:

- Old green folding chairs
- Excess old front plow and wing
- Scrap metal and old culvert pipes
- Old road signs and posts
- Old brush hog
- Left over material from building construction
- Old stage from the Betterment Committee
- Old plow and wing blades
- Old plow and wing shoes
- Scrap water pipe and water parts

**Second:** Deputy Supervisor Martin

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

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

**6:45 Bob Ostrander, Resident joined the meeting**

**RESOLUTION NO. 38-2018—LINE ITEM TRANSFERS HIGHWAY**

Councilman Kabel offered the following:

**BE IT RESOLVED**, the following line item transfers are approved for the Highway Department:

HIGHWAY DA—transfer from DA5140.1 to DA5130.4	\$ 6,988.80
HIGHWAY DB—transfer from Fund Balance to DB5110.4 (Leaves a balance of \$60,249.30)	\$100,000.00

**Second:** Deputy Supervisor Martin

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

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

Superintendent Dennis stated that these line item transfers are necessary due the expense the Town incurred for Labor Days, which is now at \$50,000.00.

**RESOLUTION NO. 39-2018—BUSINESS AUTOMATION SERVICE ONLINE DOG PORTAL**

Deputy Supervisor Martin offered the following:

**BE IT RESOLVED**, the Town Board of the Town of Oakfield accepts the Online Dog Portal module for the annual Hosting, Support and Maintenance fee of \$300 (\$25/month invoiced annually).

**Second:** Councilman Carroll

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

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

**RESOLUTION NO. 40-2018—INCREASE IN DOG FEES EFFECTIVE JANUARY 2019**

Deputy Supervisor Martin offered the following:

**WHEREAS**, the Town of Oakfield has undertaken the dog licensing effective January 1, 2011, and  
**WHEREAS**, the fee for a spayed or neutered dog shall be set by the Town Board of the Town of Oakfield at a fee of \$10.00 per dog. The fee for an unsprayed or unneutered dog shall be set at \$20.00 per dog.

**WHEREAS**, the Town of Oakfield will charge a \$25.00 Enumeration fee to **all** dogs found unlicensed or not renewed at the time of Enumeration.

**WHEREAS**, the Town of Oakfield will charge a \$3.00 fee for replacement tags of any lost tag.

**WHEREAS**, the Town of Oakfield will charge a \$5.00 late charge for licenses 60 days past due. Should the dog owner fail to license the dog(s) after the 60 day period, the information shall be sent to the Genesee County Sheriff's Department by an appearance ticket to Town Court.

**WHEREAS**, the impound fees for dogs shall be set according to the Ag & Market Laws.

**LET IT BE RESOLVED that** the above fees will take effect January 1, 2019 and will remain in effect until changed by resolution.

**Second:** Councilman Carroll

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

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

**RESOLUTION NO. 41-2018—RESOLUTION ESTABLISHING A CAPITAL RESERVE FUND TO FINANCE A TYPE OF CAPITAL IMPROVEMENT OR EQUIPMENT**

Councilman Kabel offered the following:

**RESOLVED**, that pursuant to Section 6-c [6-g for fire districts] of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the "Highway Mobile Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment. The type of equipment to be financed from the Reserve Fund is the acquisition of Mobile Highway Equipment.

The Chief Fiscal Officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of General Municipal Law. The Town of Oakfield may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Oakfield. Any interest earned or capital gains realized on the

moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Chief Fiscal Officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and show the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c [6-g] of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c [Subdivision 7 of Section 6-g].

*Note: If the moneys in the Reserve Fund will consist of town highway moneys, the establishment of the Reserve Fund is also subject to the consent of the town superintendent of highways and the approval of the county superintendent of highways. Expenditures would be made on order of the town superintendent of highways upon audit and with the consent of the town board.*

**Second:** Councilman Wolcott

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

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

**RESOLUTION NO. 42-2018—AUTHORIZATION TO OPEN NEW ACCOUNTS, ORDER CHECKS AND CLOSE ACCOUNT**

Councilman Wolcott offered the following:

**BE IT RESOLVED**, that the Town Board of the Town of Oakfield will open three new checking accounts with Tompkins Bank of Castile in Batavia, NY with check signers being Supervisor Glor, Deputy Supervisor Martin and Councilman Wolcott, online access for Town Clerk Haacke and Superintendent of Highways Dennis. The accounts will be issued as follows:

Part Town B

Capital Improvement, Machinery Reserve (Highway DA subcategory)

**BE IT FURTHER RESOLVED**, that existing account ending in 4439 and 7436, currently not in use will be used for Highway DA and Highway DB, and

**BE IT FURTHER RESOLVED**, that each of these checking accounts will have their own, individual checks ordered for them and that Baldwin Business Service, our bookkeeper will pay all vouchered bills out of the appropriate checking account beginning January 1, 2019. This will include ordering checks for the Water District 10, which should be under construction by the end of 2018.

**BE IT FURTHER RESOLVED**, that the Building Expansion checking account be closed with the Bank of Castile.

**Second:** Councilman Kabel

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

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

**RESOLUTION NO. 43-2018—AMENDMENTS TO ZONING REGARDING SOLAR FARMS**

Councilman Kabel offered the following:

**WHEREAS**, Town Board of the Town of Oakfield does hereby adopt the amendments to the zoning regulations regarding Solar Farms.

**Second:** Councilman Carroll

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

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

**SUPERVISOR**

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

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

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

**LIBRARY LIAISON**

The Library Board meetings tomorrow night.

**GAM**

GAM meeting is scheduled for September 20<sup>th</sup>.

**OLD BUSINESS**

A quote from Stanley Steamer to clean high traffic areas of the carpets; the quote is \$603.70. **MOTION** Deputy Supervisor Martin, second Councilman Wolcott to approve cleaning the carpets with Stanley Steamer, not exceed \$603.70.

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

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

Supervisor Glor reminded the Board that there is a meeting November 7<sup>th</sup> at noon, including all employees for Sexual Harassment Training.

**WATER DISTRICT 10**

Waiting on easements to be signed and recorded.

**NEW BUSINESS**

**MOTION** Deputy Supervisor Martin, second Councilman Carroll to approve the Supervisor signing the one year servicing agreement with Baldwin Business Services for bookkeeping.

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

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

**PUBLIC HEARING ON BUDGET**

Public Hearings will be set for the 2019 Fire Budget, Local Law to Override the Tax Cap and the 2019 Town Budget on Tuesday, October 9<sup>th</sup> beginning at 5:30 pm.

**MOTION** Councilman Wolcott, second Deputy Supervisor Martin to set the Public Hearings as follows; Fire Budget @ 5:30 pm, Local Law to Override Tax Cap @ 5:45 pm and the 2019 Town Budget at 6:00 pm.

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

**THANKSGIVING DINNER**

Melissa Haacke asked the Town Board if she, under the committee of the Oakfield Centennial Committee could use the kitchen Thanksgiving morning, November 22<sup>nd</sup> to provide a traditional Thanksgiving dinner to those in need. The Board agreed to allow the kitchen to be used.

Superintendent of Highways Dennis reviewed the accident he had with the Town truck on Labor Day; he was hit by another vehicle while setting up road detours and closures for the parade. The result was almost \$5,000.00 of damage. The truck will be fixed within the next couple of weeks.

**ADJOURNMENT: MOTION** Councilman Kabel, second Deputy Supervisor Martin to adjourn the meeting at 8:11 pm.

Respectfully submitted,

Melissa M. Haacke  
Town Clerk