

TOWN OF OAKFIELD
REGUALR BOARD MEETING
FEBRUARY 12, 2019

ROLL

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

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Dennis
Assessor Flansburg
Disaster Coordinator Graham
Code/Zoning Officer Mikolajczyk
Michele Graham, Village Trustee
Mike Schultz, MEO

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

Minutes of the January 8, 2019 Regular Board Meeting: **MOTION** Councilman Wolcott, second Deputy Supervisor Martin to approve the minutes as written.

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

MOTION CARRIED UNANIMOUS VOTE (5-0)

TOWN JUSTICE

All is going well

Both Justices will be out of town for a short period of time in March; Town of Batavia and Town of Elba will be available if needed

DISASTER COORDINATOR

February 21st at 10:00 am, there will be a meeting on the Emergency Snow & Ice Plan
In April, Coordinator Graham will begin to update the Emergency Plan for the Town

CODE/ZOING OFFICER

Mr. Mikolajczyk's report is available for review during regular hours of the Town Clerk

ASSESSOR

The state is saying that assessments are 12.68% under assessment
Home sales are out of site, a good property is selling way over assessment

SUPERINTENDENT OF HIGHWAYS

1) Road Work Update

- a) Fighting ICE storms, ordered in 600 ton more of salt and had it treated. Village DPW Supervisor request a separate pile of plain salt kept for the village. I denied his request based on it's too hard to keep separate. Also advised him that they do over apply but that it is his decision to do so.
- b) Plowing and treating roads and streets as needed.
- c) Fixing road signs as needed.
- d) Intersection lighting change to LED and add two lights, the curve on Fisher Road by Depew Rod & Gun, and intersection of Maltby Road and Judge Road.

2) Building & Grounds

- a) Everything is in working order.
- b) Working on estimate to complete building at land-fill with a concrete floor, interior lighting, exterior lighting (both with led lighting), and new overhead doors. Most work to be completed by town work force. Have est. here tonight. (\$13200.88)
- c) MJ Mechanical working on heating system, also Clark Patterson.

3) Cemeteries

- a) Have had a couple of winter burials
- b) Three trees are left to be cut down in Cary Cemetery.
- c) Planning on paving main driveways this year. Where will funds come from to pay for? (Will need to wait till 2019 or 2020)
- d) Revenues on schedule with budget.

4) 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) Working on schedule to revamp current baths to handicap accessible. Most of the work is being done by town forces.

5) Equipment Update

- a) Equipment all running good (Icye winter so far).
- b) New roller and 318 excavator up-grade delivered by Milton Cat.
- c) All excavator operators MUST BE CERTIFIED by May 1st, 2019 by State Law.

6) 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 waiting to have pre-construction meeting.
- d) WD 11 ext. Lewiston Road being worked on by Clark Patterson and Oakfield Public Works Administrator.
- e) Phase 2 Alabama is completed except for restoration in spring of 2019.
- f) 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.
- g) Monroe Water Authority in future is the way to go. Waiting for city to sign a contract with MCWA first before that can happen.
- h) 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.
- i) Randsco has installed master meter pits at Drake Street and Maltby Road under Elba phase 2. Lockport Road master meter pit is under phase 3.

7) 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.

8) 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.
- d) Need to revise and up-date our zoning codes and town required permits.
- e) DEC has completed the Landfill Inspection waiting for the report.
- f) Like to pursue setting up a town wide drainage district. Will be some engineering costs up front then add a general fund budget item. Working with Home Land Security on possibly some funding.
- g) Village has used our new compact tractor to clean snow off sidewalks, a couple of times due to their equipment break down and a couple of times to assist in getting it done in a timely period along with their equipment.
- h) Accident on pushing back snow on inter-section of Hutton Road and Judge Road, broke guy-wires on power pole. Accident report by Trooper new law requirement.
- i) Mark and Alan will be attending water training Wednesday February 12, 2019 in Batavia for DOH credit.

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

RESOLUTION NO. 10-2019—NATIONAL GRID STREET LIGHTING UPDRADE TO LED

Deputy Supervisor Martin offered the following:

BE IT RESOLVED, the Town Board accepts the proposal from National Grid to upgrade the street lighting in the Town of Oakfield and will proceed to change the fixtures.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 11-2019—UPGRADE BUILDING ON ETZOLD ROAD

Councilman Wolcott offered the following:

BE IT RESOLVED, that upgrades to the building on Etzold Road will take place as soon as the weather allows. This project not to exceed \$15,000.00.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

TOWN CLERK

Abstract No. 2-2019-- MOTION Councilman Kabel, second Councilman Carroll to authorize the following:

General Fund	1256-1295	\$88,014.18
Highway DA	439-455	\$50,464.11
Highway DB	237-238	\$10,887.37
PartTown B	150-154	\$ 1,028.08
Water Districts	178	\$52,489.80
Youth Recreation	34-36	\$ 1,280.65
Special Districts	197-200	\$93,174.08
Library	4	\$52,557.00
	TOTAL	\$349,895.27

RESOLUTION NO. 12-2019—ACKNOWLEDGEMENT THAT THE REQUIRED AUDIT OF THE COURT RECORDS AND DOCKET WAS CONDUCTED

Councilman Kabel offered the following:

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 Matthew Martin and Councilman Kim E. Wolcott.

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 Joan Casazza Internal Control Liaison, NYS Office of Court Administration, 2500 Pond View, Suite LL01, Castleton-on-Hudson, NY 12033.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 13-2019—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 has appointed Deputy Supervisor Martin and Councilman Wolcott to 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 2018;

NOW, THEREFORE, BE IT RESOLVED, that the audit committee has submitted a written review of the Town Clerk's books, dated January 2, 2019 to the office of the Town Clerk, fulfilling the audit requirements for the year 2018.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO. 14-2019—AUTHORIZE THE DEPUTY SUPERVISOR TO SIGN IN ABSENCE OF SUPERVISOR

Councilman Wolcott offered the following:

BE IT RESOLVED, that in the absence of Supervisor Carol Glor, Deputy Supervisor Matthew Martin has authority to sign documents on behalf of the Town.

Second: Councilman Carroll

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

RESOLUTION NO 15-2019—TOWN OF OAKFIELD REAFFIRMS SUPPORT OF THE SECOND AMENDMENT

Councilman Wolcott offered the following:

WHEREAS, The Town of Oakfield has gone on record unanimously opposing New York States infringement on an individual's Second Amendment "Right of the people to keep and Bear Arms", and

WHEREAS, The Town of Oakfield will continue to oppose any infringement on the 2nd Amendment such as, but not limited to, long-gun/hunting/sporting gun registry or Firearm Owner Identification Card (FOID card) and/or requiring gun owners to purchase insurance for each gun legally owned, now, therefore be it

RESOLVED, That the Town of Oakfield goes on record reaffirming our support of the 2nd Amendment which states "A well-regulated militia, being necessary to the security of a free state, the right of the people to keep and Bear Arms, shall not be infringed", and be it further

RESOLVED, that the clerk of the Town of Oakfield shall forward certified copies of this Resolution to the Governor of the State of New York Andrew Cuomo, Senate Majority Leader Andrea Stuart-Cousins, Senator Mike Ranzenhofer, Assemblyman Steve Hawley, Speaker of the New York State Assembly Carl Heastie, Inter County Association and NYSAC.

Second: Councilman Kabel

Ayes: Glor, Martin, Carroll, Kabel, Wolcott

APPROVED UNANIMOUS VOTE (5-0)

MUNICIPAL SOLUTIONS

Town Clerk Haacke and Assessor Flansburg have been in conversations with Municipal Solutions regarding BONDing the Building Expansion and rolling the Townlines Water District 6 money to another BAN. After talking with Jeff Smith and Shauna Warner it was brought to our attention that regulations require any BOND over \$2,000,000.00 must have a credit rating from S&P Industries. The cost for S&P to evaluate the credit is \$11,500, this would be in addition to other fees they require, Bond Council and Municipal Solutions. We will see if Municipal Solutions can provide the Town with a viable cost breakdown to determine that a BOND is the right course of action.

DOCUWARE

Issues with Docuware in regards to adding the Swim Program has been a nightmare. The gentleman assigned to our account does not understand the State Records Retention and it makes it difficult when we need something added.

Currently are having the parents complete the form manually because of the amount of time wasted just trying to have him replicate how the Youth Rec applications come in is just too difficult.

I am not sure how I am going to retain the swim applications as of yet because each child has to be stored separately based on age, I don't have a proper storage field to do this.

TAX COLLECTION

The Town portion of the warrant has been satisfied, we have just under 200 bills left to collect All monies have been allocated to the appropriate funds

SUPERVISOR

Report unavailable

GAM

Still discussing the sales tax distribution

CYBER INSURANCE

Premium quote to Beazley is \$1000.00 per year. Tabled to March.

FIRE DEPARTMENT MEETING

Three reps from Town, Village and Fire Department have met twice now
Main problem is man power and all the money in the world can't fix that
Deputy Supervisor Martin stated he will not accept the proposed budget
Next meeting February 23rd at 10:00 am

CONVERSATION TO VILLAGE BOARD REGARDING UPGRADE TO ELECTRIC

Councilman Carroll and Town Clerk Haacke attended the Village Board meeting on January 14th
The purpose of going to the Village Board was the fact that the Christmas Trees in Triangle Park did not stay lit during the Majestic Lights time frame
The trees on the Library property remained lit the entire time
Mr. Carroll recommended an upgrade to the electric for the park that is compliant and will greatly improve the trees staying on
There were several people who asked for a refund because of this situation, no refund was given
The Village Board listened, but there was no discussion
Town Clerk Haacke stated it is difficult to plan this event if we don't have an answer from the Village Board, years back, former Mayor Pastecki requested the trees be put in the Triangle, and it is where the

trees belong. But we have to know if the Village is going to do this upgrade no later than April 1st. that will give us time to find another place or decide if we can no long hold Majestic Lights. It would be very sad if, because the Village did not want to make the electric upgrade, that Majestic Lights had to end.

NEW BUSINESS

The Village has been working on an upgrade to the Emergency Water Plan, there were a couple corrections but other than that it looks good. Once corrections are made an amended copy will be provided to the Town.

Adjournment: MOTION Councilman Kabel, second Deputy Supervisor Martin to adjourn the meeting at 8:45 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk