

**TOWN BOARD
TOWN OF OAKFIELD
JANUARY 5, 2021**

ROLL

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

OTHERS

PRESENT: Town Clerk Haacke
Superintendent of Highways Schultz
Assessor Flansburg
Natalie Emerson, Resident

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

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

	2020	2021
Supervisor	9,000.00	9,000.00
Councilman (4) each	3,000.00	3,000.00
Town Clerk	32,926.00	32,926.00
Town Tax Collection	1,983.00	1,983.00
Registrar	705.00	705.00
Justice I	10,411.00	10,411.00
Justice II	10,411.00	10,411.00
Court Clerk I	9,582.00	9,582.00
Highway Superintendent	66,228.00	66,228.00
Admin. Asst. HW Super.	13,000.00	13,000.00
Parks Administrator Srv	2,208.00	2,208.00
Cemetery Administrator Srv	1,836.00	1,836.00
Assessor	19,700.00	19,700.00
Zoning Officer	4,235.00	4,235.00
Code Officer	4,244.00	4,244.00
Baldwin Business Service	17,000.00	17,000.00
Highway-MEO	24.25 hr.	24.75 Hr.
Laborer, PT (Highway-winter wing man)	16.67 hr.	REMOVED
Laborer PT (Highway-winter)	15.00 hr.	16.50 Hr.
Laborer, PT (Highway-summer/mower)	15.00 hr.	16.50 Hr.
Deputy Town Clerk I	7,000.00	7,000.00
Deputy Town Clerk II	13.70 hr.	12.50 Hr.
Laborer, PT (Highway-Summer)	16.67 hr.	16.84 Hr.

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-** Jessica Baker
- H. **Youth Recreation-** Dan Manges, Paul Osborn
- I. **Zoning Board of Appeals-** Natalie Emerson & Cliff Plouse
- J. **Planning Board-** Greg Houseknecht
- K. **Attorney-** TBD
- L. **Mileage-** current is .56 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 2021.
- U. **Town Clerk's Office Hours-**9AM-4PM Monday-Friday. During the month of January, the Clerk's office will be open Saturday, January 23rd & January 30th 9AM to Noon, further the Town Clerk's office will resume the 4 day work week beginning in April.
- 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 Councilperson Glor, seconded by Deputy Supervisor Wolcott 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 2021 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 Carroll 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 4:12 pm.

Respectfully submitted,

Melissa M. Haacke,
Town Clerk