

Scottsville, New York
January 6, 2022

Regular Town Board Meeting held January 6, 2022 at 6:00 P.M. at the Wheatland Municipal Building, Scottsville, New York.

Present: Supervisor Linda Dobson
Councilman Timothy Davis
Councilman Howard Hazelton
Councilman Edward Shero
Councilman Carl Schoenthal

Absent:

Recording Secretary: Laurie Czapranski, Town Clerk

Also Attending: Josh Davis, Highway Superintendent
Raymond DiRaddo, Attorney
Michael O'Conner, Budget Officer
Shanna Fraser, Recreation & Senior Center Coordinator

Supervisor Dobson presiding.

Pledge of Allegiance to the Flag.

Oath of Office

Roll Call. All Town Board Members present.

Approval of Minutes:

On a motion of Councilman Hazelton, seconded by Councilman Shero and unanimously carried, the Minutes of December 2, 2021 were approved.

On a motion of Councilman Schoenthal, seconded by Councilman Shero and unanimously carried, the Minutes of December 16, 2021 were approved.

New Business:

Upon a motion of Councilman Hazelton, seconded by Councilman Shero, and unanimously carried, Resolution 1 was approved.

Upon a motion of Councilman Shero, seconded by Councilman Hazelton, and unanimously carried, Resolution 2-3 were approved.

Upon a motion of Councilman Davis, seconded by Councilman Shero, and unanimously carried, Resolution 4 was approved.

Upon a motion of Councilman Schoenthal, seconded by Councilman Hazelton, and unanimously carried, Resolution 5 was approved.

Upon a motion of Councilman Davis, seconded by Councilman Hazelton, and unanimously carried, Resolution 6-7 were approved.

Upon a motion of Councilman Hazelton, seconded by Councilman Shero, and unanimously carried, Resolution 8 was approved.

Upon a motion of Councilman Hazelton, seconded by Councilman Shero, and unanimously carried, Resolution 9 was approved.

Upon a motion of Councilman Hazelton, seconded by Councilman Davis, and unanimously carried, Resolution 10 was approved.

Upon a motion of Councilman Hazelton, seconded by Councilman Davis, and unanimously carried, Resolution 11 was approved.

Upon a motion of Councilman Davis, seconded by Councilman Hazelton, and unanimously carried, Resolution 12 was approved.

Upon a motion of Councilman Davis, seconded by Councilman Hazelton, and unanimously carried, Resolution 13 was approved.

Upon a motion of Councilman Hazelton, seconded by Councilman Davis, and unanimously carried, Resolution 14-15 were approved.

Upon a motion of Councilman Shero, seconded by Councilman Davis, and unanimously carried, Resolution 16 was approved.

ORGANIZATION OF THE TOWN BOARD:

RESOLUTIONS:

No. 1. Official Meeting Dates, Banks, and Publications:

Sec. 1. That: Regular meetings of the Town Board shall be held on the first and third Thursdays of each month. During the months of June, July and August, there shall be one meeting held on the first Thursday to begin promptly at 6:00 P.M. All Meetings will begin promptly at 6:00 P.M. Special meetings or workshops may be called at any time. Cancellation of meetings may occur with sufficient public notice. (See meeting schedule for correct time and place.)

Sec. 2. That: Pursuant to Section 64-1 of the Town Law, the Town Board designates Canandaigua National Bank, Chili Branch, as the depository for all Town Funds of all its officers, departments, and Special Districts. Additional banks will be used in accordance with the Town's Finance Policy.

Sec. 3. That: Pursuant to Section 64-11 of the Town Law, the Town Board hereby designates the Sentinel and the Gannett Newspaper of Rochester as the official newspapers for the Town of Wheatland.

No. 2. Appointments:

Sec. 1. That: The following persons be appointed/reappointed to their respective offices and positions for the year beginning January 1, 2021 and ending December 31, 2021.

Raymond DiRaddo Attorney for the Town

Michael O'Conner Budget Officer

Jeremy Nardone Jr. Accountant

No. 3. Appointments:

Sec. 1. Deputy Supervisor

That: Pursuant to Section 42 of the Town Law, the Town Board hereby establishes the office of Deputy Supervisor, and pursuant to said Law, he/she shall be vested with the powers and may perform all the duties of the Supervisor under this Chapter or any other law, subject to the limitations described herein. Subject to the Deputy Supervisor assuming his/her office, he/she must take an official undertaking in the manner described in Section 25 of this Chapter. The Town Board shall fix the compensation which the Deputy Supervisor shall receive. Such compensation may be in addition to any other compensation he/she may receive as a Town Officer, Town Official, or Town Employee.

Sec. 2. That: The Supervisor hereby appoints Councilman Hazelton as Deputy Supervisor.

No. 4. Salary Pay Schedule:

Sec. 1. That: The salaries for various positions are hereby established effective January 1, 2022 Through December 31, 2022.

Sec. 2. That: Salary pay schedule for 2022 follows:

A. Twenty-six (26) bi-weekly pay periods for all Town employees.

Sec. 3. That: The Supervisor is authorized to deposit all idle funds in an interest bearing account in accordance with the Town's Finance Policy.

2022 WAGE RATES

Supervisor	\$32,460
Deputy Supervisor	1,370
Town Council (each)	8,047
Town Justice (each)	19,119
Town Clerk/Tax Collector	60,336
Bookkeeper/Budget Officer	27,591
Jr. Accountant	5,200
Highway Superintendent	80,692
Assessor	24,832
Director of Recreation-PT	26,629
Dog Control Officer	11,669
Dog Control Officer-PT	3,182
Attorney for the Town	\$175/Hour
Historian	4,170

Nutrition Center Co-Ordinator	24,280
Building Inspector/Fire Marshal	
Step 4	43.14
Step 3	42.09
Step 2	41.06
Step 1	39.10
Assistant Fire Marshal P/T	
Step 4	26.28
Step 3	25.63
Step 2	24.96
Step 1	23.80
Deputy Clerk F/T	
Step 4	20.21
Step 3	19.69
Step 2	19.21
Step 1	18.30
Clerk Typist	
Step 4	19.36
Step 3	18.86
Step 2	18.40
Step 1	17.52
Clerk to Town Justice	
Step 4	19.36
Step 3	18.86
Step 2	18.40
Step 1	17.52
Court Attendant, Credentialed/Formal Training	21.22/Hour
Court Attendant, Non-Credentialed	15.91/Hour
Foreman	
Step 2	31.47
Step 1	29.96
HEO & Mechanic (Class A)	
Step 4	27.29
Step 3	26.64
Step 2	25.98
Step 1	24.75
Equipment Operator-PT	
Step 3	19.04
Step 2	17.40
Step 1	16.97
MEO (CDL)	
Step 4	23.57
Step 3	22.98
Step 2	22.43
Step 1	21.35

Laborer FT	
Step 4	19.89
Step 3	19.41
Step 2	18.94
Step 1	18.03
Laborer PT	
Step 2	16.71
Step 1	15.91
Water Safety Instructor	17.50
Water Safety Instructor P/T	
Step 2	16.34
Step 1	15.91
Recreation Assistant for Small Program	
Step 3	16.71
Step 2	16.34
Step 1	15.91
Jr. Water Safety Instructor-PT	
Step 2	16.97
Step 1	15.91
Recreation Assistant	15.91
Recreation Assistant for Large Program	16.97
Lifeguard	16.97
Nutrition Center Aide	
Step 4	17.83
Step 3	17.40
Step 2	16.97
Step 1	15.91

No. 5. Appointments:

The following Town Liaisons for 2022 are hereby appointed:

Trail Towns: Councilman Schoenthal
Town Policy Updates-Councilman Shero
Fire Districts and the Mumford Community-Councilman Davis
Town Facilities -Councilman Hazelton
Town Departments and Public Safety-Supervisor Dobson

No. 6. Town Insurance Agent:

Sec. 1. That: Tompkins Insurance Agencies, Inc., 90 Main Street, Batavia, NY, hereby is named as the Town's Insurance Agent, with all policies to be handled with their advice.

No. 7. Education of Town Employees:

Sec. 1. That: Town Officers or employees in order to further their knowledge of Town Government in the performance of their duties may attend meetings with consent of the Town Board, including the Annual Association of Towns Meeting, and be

compensated for the ordinary expenses of travel, meals, and lodging. Vouchers must be submitted for all out of pocket expenses including meals. Cost to be approved by the Town Board and paid out of their respective budgets.

No. 8. Special Districts:

Sec. 1. That: The Town Board, as Commissioners of the Town's Special Districts, pursuant to Section 29-16 of the Town Law, does hereby designate the Supervisor to perform the duties of administration and supervision for all Special Districts on behalf of said Board.

No. 9. Special Funds:

Sec. 1. That: Pursuant to Town Law Section 64(a), the Town Board establishes and approves the following Petty Cash Funds, not to exceed:
\$150.00, to be maintained and disbursed by the Town Clerk;
\$200.00, to be maintained and disbursed by the Tax Collector;
\$75.00, to be maintained and disbursed by the Court Clerk;
\$20.00, to be maintained and disbursed by the Historian;
\$50.00, to be maintained and disbursed by the Nutrition Center;
\$100.00, to be maintained and disbursed by the Recreation Commission.

No. 10. Superintendent of Public Works:

Sec. 1. That: Pursuant to Chapter 77 of the Town of Wheatland Code, the Town Board hereby appoints Josh Davis as Superintendent of Public Works, as defined in said Chapter, to oversee the Northeast Sanitary Sewer District.

Sec. 2. That: The Wheatland Town Board hereby appoints Josh Davis as Director of Parks for the Town of Wheatland.

No. 11. Small Tool Purchases:

Sec. 1. That: Pursuant to Section 142-1a of the Highway Law, the Highway Superintendent is authorized to purchase tools and equipment without prior approval of the Town Board in amounts not to exceed \$5,000.00, and not to exceed the budget.

No. 12. Mileage Reimbursement:

Sec. 1. That: Pursuant to 102-1 of the Town Law, mileage allowance of 0.585 cents per mile is to be paid to Town officers and employees for use of private autos while on official Town business. All claims shall be itemized on an approved town form and audited. Claims will be approved, or paid, within 30 days of the end of the fiscal year.

No. 13. Policies and Benefits of Wheatland Employees:

Sec. 1. That: The Town Board of the Town of Wheatland approves all rules, regulations and benefits set forth in the document entitled "TOWN OF WHEATLAND EMPLOYEE HANDBOOK" adopted by Resolution of the Wheatland Town Board on November 16, 2017, including any adopted changes since that date.

Sec. 2. Holiday Schedule for the Wheatland Municipal Building for 2022:

1. NEW YEAR'S DAY	FRIDAY	DECEMBER 31, 2021
2. MARTIN LUTHER KING DAY	MONDAY	JANUARY 17
3. PRESIDENT'S DAY	MONDAY	FEBRUARY 21
4. GOOD FRIDAY	FRIDAY	APRIL 15
5. MEMORIAL DAY	MONDAY	MAY 30
6. JUNETEENTH	MONDAY	JUNE 20
7. INDEPENDENCE DAY	MONDAY	JULY 4
8. LABOR DAY	MONDAY	SEPTEMBER 5
9. COLUMBUS DAY	MONDAY	OCTOBER 10
10. VETERAN'S DAY	FRIDAY	NOVEMBER 11
11. THANKSGIVING	THURSDAY	NOVEMBER 24
12. THANKSGIVING	FRIDAY	NOVEMBER 25
13. CHRISTMAS	MONDAY	DECEMBER 26

No. 14. Fee Schedule for the Town of Wheatland:

Sec. 1. That: The Wheatland Town Board approves the adopted fee schedule and will make changes by resolution when appropriate.

No. 15. Town Engineers:

Sec. 1. That: The Town of Wheatland will retain engineers when projects require these services.

No. 16. Policy for Appointive Board Stipends:

Sec. 1. That: Stipends will be paid annually at the end of the fiscal year to each appointive board member according to the following schedule and eligibility criteria:

Assessment Review Board:

Chair-	\$80.00 annually for serving on board
Member-	\$50.00 annually for serving on board

Planning Board:

Chair-	\$80.00 per meeting for serving on board
Member-	\$50.00 per meeting for serving on board

Zoning Board:

Chair-	\$80.00 per meeting for serving on board
Member-	\$50.00 per meeting for serving on board

Sec. 2. Criteria for Planning and Zoning Boards:

1. Attend 80% of scheduled meetings.
2. Board Members will only be paid for one board per night.
3. All first-year members are required to attend County/State training programs relating to board membership. Training program to be approved prior to attendance by Town Board.
4. All board members are required to participate annually in an approved in-service training course relating to board membership.

5. Internet instructional material relating to board membership may be used to fulfill the in-service training requirement. All internet material must be approved by both the chair and the Town Board prior to the end of March of the current year. Board member must submit written summary of the material upon completion.
6. All requirements need to be completed by the 15th of December of the current year. Vouchers must be submitted in time for the second abstract of December. Vouchers not submitted for the second abstract will not be paid, and money forfeited.

Supervisor’s Report

- Terry Rech was injured while on an inspection this morning and we are hoping he’s doing well.
- Monroe County Supervisor’s Lunch.
- Thank you to Josh and Shanna with their help in coordinating with the County Health Department to pick up KN95 masks for essential staff.
- Spoke with a constituent that had concerns with the past election and the voting booth area. Supervisor Dobson said that she spoke with the Board of Elections regarding the concerns.
- Zoom meeting with the County Executive to approve and vote on the Shared Services Plan that needed by to adopted by the end of the year.
- Spoke with Legislator Brew about the broadband study and whether there is an end date for the study.

Public Before the Board:

No one present wished to speak

Town Board Committee and Liaison Reports:

Councilman Schoenthal said that there will be a grant application submitted for the community at the end of February. An email has been sent to the Supervisor, Mayor and others to discuss ideas.

Department and Board Reports (Submitted previously or herewith):

1. Town Clerk report, December.
2. Highway, December.
3. Recreation Meeting, December.
4. Building Inspector, December.
5. Fire Marshal report, December.
6. Budget Officer report, December.
7. Dog Control report, December.
8. Senior Center report, December
9. Town Attorney, December

Department and Board Reports (submitted previously or herewith):

Josh Davis, Highway Superintendent reported that there was cleanup after a couple windstorms during December. He also mentioned that he had received a letter regarding “Bridge NY” and the two applications that were submitted for Smith Street and Brookside Drive. The Town did not receive any funding.

Shanna Fraser, Senior Center Coordinator reported that the “Walking in Wheatland Wonderland” was held at Johnson Park and was partnered with many local organizations. There were 143 participants. Due to the current high Covid numbers, the school is not ready to open up for the Wheatland Recreation programs yet.

Shanna Fraser, Senior Center Coordinator reported that the County is returning to the “to go” meals again. She also mentioned that there were many gifts donated for the “Angels for Seniors” program and the Sons of the American Legions donated money which provided for a very nice luncheon for the seniors. The middle school jazz band came and provided music and they had a sing-along.

Correspondence:

1. Mumford Fire District to Laurie Czapranski, Town Clerk, re: Fire District Election Results.

2. Wheatland-Scottsville Joint Fire District to Laurie Czapranski, Town Clerk, re: Fire District Election Results.

Old Business:

None

New Business:

Whereas, it was moved by Councilman Hazelton seconded by Councilman Shero and unanimously carried,

Resolution No. 17:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland appoints the following Chairpersons to their respective Boards:

Planning Board-Jay Coates

Zoning Board-Michael Grasso

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Review of vouchers during 2022: January -Councilman Hazelton, February-Councilman Schoenthal, March-Councilman Shero, April-Councilman Davis, May-Councilman Hazelton, June-Councilman Schoenthal, July-Councilman Shero, August-Councilman Davis, September-Councilman Hazelton, October-Councilman Schoenthal, November-Councilman Shero, December-Councilman Davis

The 2021 Department Audits will be conducted on Monday, January 10, 2022.

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 18:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland authorizes the Supervisor to sign the 2022 agreement with Riverside Veterinary Hospital for medical care on an as needed basis.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Shero seconded by Councilman Davis and unanimously carried,

Resolution No. 19:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland authorizes the Supervisor to sign the 2022 Agreement with Raymond DiRaddo, Attorney for the Town.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Davis seconded by Councilman Shero and unanimously carried,

Resolution No. 20:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland authorizes the Supervisor to sign the 2022 Agreement the Scottsville Free Library and Mumford Branch in the amount of \$135,475.00.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye

Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Council Hazelton seconded by Councilman Davis and unanimously carried,

Resolution No. 21:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland authorizes the Supervisor to sign the Agreement with the Village of Scottsville for one assigned parking space for the cardboard recycling dumpster. Agreement will be in effect January 1, 2022 through December 31, 2022.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Hazelton seconded by Councilman Shero and unanimously carried,

Resolution No. 22:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland authorizes the Supervisor to sign the 2022 contract with Cynthia Scott for cleaning services at the Donnelly House in Mumford.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 23:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland agrees to pay the Association of Towns membership dues in the amount of \$1,100.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 24:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland declares the laptop (#0455) used by Dog Control as junk to be disposed of through Pinpoint.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 25:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland renews the mobile home permit for farm use at the Stein property on Ebsary and Scottsville-Mumford Road. Effective January 1, 2022 through December 31, 2022.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye

Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Hazelton seconded by Councilman Shero and unanimously carried,

Resolution No. 26:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland adopt the clarification of the personnel policy that had been decided as part of the budget process, stating that an employee hired before 12/31/2010 will pay 15% of health insurance premiums, those hired after 12/31/2010 will pay 20%. Those buying up from the lower product to the higher product will pay the difference between the two.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 27:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland agrees to hire Cole Cameron as Lifeguard at a rate of \$16.97 per hour with a tentative start date of January 13, 2022.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero-aye

Whereas, it was moved by Councilman Shero seconded by Councilman Davis and unanimously carried,

Resolution No. 28:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland upon the recommendation of Shanna Fraser, Senior Center Coordinator, agrees to add Amy Harper as a Senior Center volunteer.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 29:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland grants approval of the price increases for the Recreation Programs (Rec. Fee Schedule attached)

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Supervisor Dobson reported that Governor Hochul has issued Executive Order No. 11.1, in part pertaining to Section 459-c of Real Property Tax Law and 467 of the Real Property Tax Law to

dispense with the need for renewal applications for Senior Citizens and those with disabilities for the 2022 year only.

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 30:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland agrees to permit the Town Assessor to waive the 2022 property tax exemption renewals.

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Whereas, it was moved by Councilman Shero seconded by Councilman Hazelton and unanimously carried,

Resolution No. 31:

THEREFORE BE IT RESOLVED, That the Town Board of the Town of Wheatland reappoints the following individuals to their respective boards:

Joe Burns	Planning Board	1/1/2022-12/31/2028
	Zoning Board	1/1/2022-12/31/2026
Mike Grasso	Zoning Board	1/1/2022-12/31/2026
Bob Hatch	Zoning Alternate	1/1/2022-12/31/2022
Gary Hults	BAR	1/1/2022-9/30/2026

Adopted: Supervisor Dobson – aye
Councilman Davis-aye
Councilman Hazelton-aye
Councilman Schoenthal – aye
Councilman Shero- aye

Abstract:

Upon a motion of Councilman Hazelton, seconded by Councilman Shero and unanimously carried, the Abstract dated January 3, 2022, with voucher numbers 20220001 through 20220055 in the amount of \$52,906.41 was approved provided that all bills are paid out of their respective funds after proper audit.

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
A	GENERAL FUND A	\$22,677.34
B	GENERAL FUND PART TOWN B	1,614.13
DA	HIGHWAY DA	18,285.96
DB	HIGHWAY DB	978.36
	MUMFORD LIGHT	861.98
	MUMFORD REFUSE	5,506.20
	ROLLING ACRES REFUSE	1,407.60
	FAIRVIEW REFUSE	414.00
	WHEATLAND FIRE	645.00
	NORTHEAST SEWER	710.84
TA	TRUST & AGENCY	450.00
<u>Grand Total:</u>		<u>\$52,906.41</u>

Upon a motion of Councilman Hazelton, seconded by Councilman Shero, and unanimously carried, the meeting was adjourned at 6:52 P.M.

Laurie B. Czapranski
Wheatland Town Clerk