

MONTHLY MEETING AND ORGANIZATIONAL MEETING; TOWN OF LEON; January 12, 2022

The monthly meeting and organizational meeting of the Town Board of the Town of Leon, Cattaraugus County, New York was held at the Town Hall, 12195 Leon-New Albion Road, Conewango Valley, NY on the 12th day of January 2022.

PRESENT:	Fred Filock	---	Supervisor
	Lynn Milliman	---	Councilman
	Jackie Ellis	---	Councilwoman
	Calvin Milliman	---	Councilman
	Doug Keppel	---	Councilman
	Joel Fiebelkorn	---	Highway Superintendent
	Sheila Fiebelkorn	---	Clerk
	Jeff Holler	---	Code Enforcement Officer

Residents - 0

Guests - 0

Supervisor F. Filock called the meeting to order at 7:00PM.

CLERK REPORT

Collected \$1820.00 for transfer station tickets, hunting licenses, dog licenses, certified copies, and a marriage license. \$101.09 for local shares was submitted. Tax collection has begun.

HIGHWAY SUPERINTENDENT REPORT

Snow plowing, ditching and tree trimming being done. Warranty work has been done on Dodge truck. Received 4 bids for placing rip rap under and around culvert on 42nd street.

Resolution 1-2022

PLACING RIP RAP AROUND CULVERT ON 42ND STREET

On a motion by Councilman L. Milliman, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 5 J. Ellis, F. Filock, L. Milliman, C. Milliman, D. Keppel

Nays 0

Resolved to award bid to St. George of \$6,030.00 to place rip rap around culvert on 42nd Street.

SUPERVISORS REPORT

Discussed installation of 911 signs. Home owners will install signs and signs will be red with yellow numbers. Discussed the following resolutions.

Resolution 2-2022

REAPPOINTMENT OF REGISTRAR OF VITAL STATISTICS

On a motion by Councilwoman J. Ellis, seconded by Councilman D. Keppel, the following was

ADOPTED Ayes 5 J. Ellis, F. Filock, L. Milliman, C. Milliman, D. Keppel

Nays 0

Resolved that Sheila Fiebelkorn has been reappointed as Registrar of Vital Statistics.

Resolution 3-2022

REAPPOINTMENT OF DEPUTY REGISTRAR OF VITAL STATISTICS

On a motion by Councilman D. Keppel, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel,

Nays 0

We resolve to reappoint Jackie Ellis as Deputy Registrar of Vital Statistics.

Resolution 4-2022

BUDGET TRANSFERS

On a motion by Councilwoman J. Ellis, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

We resolve to allow the following budget transfers:

General Fund

\$100.00	FROM	A1990.4	CONTINGENT
\$100.00	TO	A1620.1	BUILDINGS – PERSONAL SERVICES

Highway Fund

\$100.00	FROM	DA5130.4	MACHINERY – CONTRACTUAL EXPENSE
\$100.00	TO	DA5142.4	SNOW REMOVAL – CONTRACTUAL EXPENSE
\$4,000.00	FROM	DA5110.1	GENERAL REPAIRS – PERSONAL SERVICES
\$4,000.00	TO	DA5142.1	SNOW REMOVAL – PERSONAL SERVICES

Resolution 5-2022

BUDGET MODIFICATION

On a motion by Councilwoman J. Ellis, seconded by Councilman C. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, F. Filock, L. Milliman, C. Milliman, D. Keppel

Nays 0

We resolve to allow the following budget modification:

Cemetery Fund

We resolve to increase the Cemetery – Contractual Budget, account CM1989.4
In the amount of \$3,600.00.

The funds are to cover the increases which will come from the Unappropriated Fund Balance. The modification is being made to cover Cemetery Maintenance in 2021.

Resolution 6-2022

DESIGNATION OF DEPOSITORIES

On a motion by Councilwoman, J. Ellis, seconded by Councilman D. Keppel, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that, pursuant to Section 64 of the Town Law, Cattaraugus County Bank, Little Valley, is hereby designated as depository of all the monies received by the Supervisor, Town Clerk, Tax Collector, and Town Justice.

Resolution 7-2022

OFFICIAL NEWSPAPER

On a motion by Councilman C. Milliman, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that the Jamestown Post Journal will be the Town of Leon's official newspaper.

Resolution 8-2022

SUPERVISOR'S YEARLY REPORT

On a motion by Councilwoman J. Ellis, seconded by Councilman D. Keppel, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that in lieu of the annual financial report, the Supervisor shall submit to the Town Clerk, within 60 days after the close of the fiscal year, a copy of his/her report to the State Comptroller, and the Town Clerk is hereby required to publish a summary of the same within 10 days in the official newspaper.

Resolution 9-2022

MEETING DATES

On a motion by Councilman C. Milliman, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that the regular monthly meetings of the Leon Town Board for 2021 will be held at 7:00PM at the Leon Town Hall on the 2nd Wednesday of each month.

Resolution 10-2022

PROCUREMENT POLICY

On a motion by Councilwoman J. Ellis, seconded by Councilman, D. Keppel, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that the Procurement Policies and Procedures of the Town of Leon as adopted January 14, 1992, amended February 9, 1999 and January 10, 2018 are renewed with amendments.

Resolution 11-2022

INVESTMENT POLICY

On a motion by Councilman C. Milliman, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that the Investment Policy of the Town of Leon as amended January 9, 1996, is renewed with no changes.

Resolution 12-2022

PAY PERIODS

On a motion by Councilwoman J. Ellis, seconded by Councilman D. Keppel, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolve that pay periods for employees of the Town of Leon are set as follows:

Bi-Weekly – Superintendent of Highways and Highway employees

Monthly – Assessor, Code Enforcement Officer, Dog Control Officer, Justice, Supervisor, Town Clerk, Accounting Firm, Budget Officer, and Cemetery Records Keeper

June/December – Deputy Highway Superintendent, insurance buy out employees and kennel fees

March, June, September, December – Councilpersons

December – Historian, Deputy Supervisor, Registrar

Resolution 13-2022

MILEAGE REIMBURSEMENT RATE

On a motion by Councilman C. Milliman, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolve that the mileage rate for reimbursement to town officials who use their personal vehicle for town business is set at 58.5 cents per mile.

Resolution 14-2022

TOWN ATTORNEY

On a motion by Councilwoman J. Ellis, seconded by Councilman D. Keppel, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that the attorneys for the Town of Leon will be Hodgson and Russ.

Resolution 15-2022

HAZARD MITIGATION PLAN

On a motion by Councilman C. Milliman, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

Resolved that the Cattaraugus County Hazard Mitigation Plan be adopted.

Resolution 16-2022

STANDARD WORK DAY FOR APPOINTED AND ELECTED OFFICIALS IN THE NYS RETIREMENT SYSTEM

On a motion by Councilwoman J. Ellis, seconded by Councilman D. Keppel, the following was

ADOPTED Ayes 5 J. Ellis, L. Milliman, F. Filock, C. Milliman, D. Keppel

Nays 0

We have made a resolution and affidavit of posting for all appointed and elected officials, who are members of the NYS Retirement System to include:

Fredrick Filock/Town Supervisor, 8 hour work day, term expires 12/31/21, has submitted record of work activities and works 7.6 days per month.

Joel Fiebelkorn/Highway Superintendent, 8 hour work day, term expires 12/31/23, has submitted record of work activities and works 21.67 days per month.

Sheila Fiebelkorn/Town Clerk, 8 hour work day, term expires 12/31/21, has submitted record of work activities and works 4.13 days per month.

Holly Abers/Justice, 8 hour work day, term expires 12/31/24, will submit record of work activities and works 1.5 days per month.

Resolution 17-2022

APPROVAL OF MINUTES

On a motion by Councilwoman J. Ellis, seconded by Councilman C. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, F. Filock, L. Milliman, C. Milliman, D. Keppel

Nays 0

Resolved that the December 2021 regular board meeting minutes be accepted as submitted.

Resolution 18-2022

FINANCIAL REPORT

On a motion by Councilman D. Keppel, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, F. Filock, L. Milliman, C. Milliman, D. Keppel

Nays 0

Resolved that the December 2021 Financial Report be accepted as submitted.

Resolution 19-2022

AUDIT OF CLAIMS

On a motion by Councilwoman J. Ellis, seconded by Councilman C. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, F. Filock, L. Milliman, C. Milliman, D. Keppel

Nays 0

Resolved that the bills be paid as follows:

General \$4,223.05 Highway \$18,067.37 Light District \$317.61

CODE ENFORCEMENT REPORT

2 calls, issued 1 address.

Resolution 20-2022

MEETING ADJOURNMENT

On a motion by Councilman D. Keppel, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 5 J. Ellis, F. Filock, L. Milliman, C. Milliman, D. Keppel

Nays 0

Resolved that the meeting was adjourned at 8:10 PM.

Sheila Fiebelkorn, Leon Town Clerk