**Town of Olean**

**Yearly Organizational and**

**Minutes of the Regular Monthly Board Meeting**

**Held at the Olean Town Hall, 2634 Route 16N, Olean NY**

**On January 17, 2023**

Present: Annette Parker Supervisor

Pat Zink Highway Superintendent

Donna Howard Councilwoman

John Artlip Councilman

Scott Zink Councilman

Jerry Dzuroff Code Enforcement Officer

Sherry Lemon Town Clerk

Absent: Joshua Torrey Councilman

Supervisor Parker opened the meeting at 6:00pm with the Pledge of Allegiance.

**Resolution 1 (R:010123) APPROVAL OF ORGANIZATIONAL MINUTES**

On a motion from Councilman Artlip, and seconded by Councilwoman Howard, the Resolution was Adopted, with 4 Ayes, and 0 nays.

**Resolved**, that the minutes of the January 17, 2023, Organizational Meeting be approved as presented.

**Resolution 2 (R:010223) APPROVAL OF MINUTES**

On a motion from Councilman Artlip, and seconded by Councilwoman Howard, the Resolution was Adopted, with 4 Ayes, and 0 nays.

**Resolved**, that the minutes of the December 20, 2022, Regular Monthly Meeting be approved.

**Resolution 3 (R:010323) APPROVAL OF ABSTRACTS**

On a motion from Councilman Artlip, and seconded by Councilwoman Howard, the Resolution was Adopted, with 4 Ayes, and 0 nays.

**Resolved**, that the bills received have been reviewed by the Town Board and are authorized for payment in the following amounts:

Highway Fund: for the sum of $20,262.12.

General Fund: for the sum of $15,213.21.

**REPORTS OF TOWN OFFICIALS**

Supervisor: The monthly bank statements were presented for review by the Board. The Annual Budget to be included with these Board Meeting minutes and published to the website per Town Law § 109.

Code Enforcement: From December 20, 2022- January 17, 2023, list submitted has: 7 building permits pending, 4 complaints, Solar Law removed from the Town website pending corrections.

Publish an announcement of a Public Hearing on February 21, 2023, to adopt New York State Uniform Fire Prevention & Building Code as Local Law #1 of 2023.

Superintendent of Highways:

**Resolution 4 (R:010423) APPROVAL FOR A NON-RESIDENT TO BE APPOINTED DEPUTY HIGHWAY SUPERINTENDENT**

On a motion by Councilman Artlip, and seconded by Councilman Zink, the Resolution was Adopted, with 3 Ayes and 0 Nays.

**Resolved**, to allow the appointment of a Deputy Highway Superintendent who is not a resident of the Town, with the appointment to be reviewed and renewed annually.

A BridgeNY grant and a FEMA grant have been submitted for funding to replace a culvert on Godfrey Hollow; 6 tires have been replaced on a Town truck at $340 per tire; highway department staff concerns have been brought to the attention of the Board and are under review; Mr. Croft has moved his cars for safe plowing by the Town; the Board will begin to discuss the Town trucks replacement schedule and funding.

**Resolution 5 (R:010523) APPROVAL FOR PURCHASE OF AND TRAINING ON DEFIBRILLATION KITS**

On a motion Councilwoman Howard, and seconded by Councilman Artlip, the Resolution was Adopted, with 3 Ayes and 0 Nays.

**Resolved**, to purchase and schedule training on three defibrillation units, one each for the Town Hall, Town Barn, and to be carried to work sites. The units to be purchased will be compatible with the equipment used by the Town of Hinsdale, Town of Olean, and City of Olean Fire and ambulance services.

Cemetery: Grant application forward and the State to determine abandonment to the Town where the law requires a municipality to take over when relinquished.

**Resolution 6: (R:010623) APPROVAL TO SURVEY CEMETERY**

On a motion made by Councilman Artlip, and seconded by Councilwoman Howard, the Resolution was Adopted, with 3 Ayes and 0 Nays.

**Resolved**, to order an updated survey and wall map of Pleasant Valley Cemetery.

Clerk: Town and County Tax collection has begun.

Town Justice: No report.

**OLD BUSINESS**

There was no old business to discuss.

There being no further Old Business and no New Business to be presented, Councilwoman Howard moved for adjournment, with Councilman Artlip seconding the motion, and all present were in agreement. The meeting was adjourned at 7:20pm.

Respectfully submitted,

Sherry Lemon, Town of Olean Clerk