

Organizational Meeting 2023 Annual Decisions

Board meetings: 2nd Monday of the each month 7:00 PM at Humphrey Town Hall

Annual Agreement to Spend town Money circulated for signature in duplicate and mailed to County DPW for approval.

Depositories:

- Class Investments
- Five Star
- Community Bank- Town Clerk Account
- Five Star-Tax Collector Account

Appoint Berry and Berry as CPAs

Board of Assessment Review

Margo Pearl	Expires 9/30/2026
Jason Dry	Expires 9/30/2023
Todd VanDyke	Expires 9/30/2024

Adopt Roberts Rules of Order at board meetings.

Mileage at .50/mile

Authorize Supervisor to pay utilities bills and health insurance before meetings to avoid penalties.

Designate Olean Times Herald as official newspaper.

Fix salaries of Highway Employees according to 2022 budget.

Employee #1 \$_____

Employee #2 \$_____

Employee #3 \$_____

Deputy stipend Extra week off with pay

Fix salaries of all appointed and elected officials according to the 2023 Budget.

Supervisor 6000.00	Town Clerk 6600.00
Superintendent 51,150.00	Justice 6000.00
Town Board 1200 x 4 members	4800.00
Assessor 8000.00	Constable 1000.00
Code Enforcement 9300.00	Dog Control 2400.00
Registrar 250.00	Historian 150.00

Payrolls as follows:

- Employees every 2 weeks
- Superintendent 26 pay periods
- Supervisor, Assessor, and Town Clerk/Collector monthly
- Code Enforcement, Dog Control Officer, and Justice monthly
- Constable and Council Members every 3 months
- Registrar and Historian monthly

Authorize Superintendent to purchase equipment up to \$10,000.00 and maintain repairs up to \$10,000.00 without prior approval.

Gravel price at county bid price or lower.

Monthly distribution of Board minutes by Town Clerk to:

- Assessor
- Code Enforcement Officer
- Accountants

Also posted on the message board and printed in the Mercury Gazette.

Petty Cash

- Town Clerk \$26.48 Petty Cash for making change
- Checking balance \$34.85
- Tax Collector 0 Checking Balance 1/1/23

Annual Appointments

- Deputy Supervisor Josh Freundschuh
- Deputy Superintendent Scott Swan
- Deputy Town Clerk Alicia Pearl
- Deputy Tax Collector Mike Weber
- Code Enforcement Officer Terry Fuller
- Town Historian Mary Weber
- Deputy Town Historian Carrie Childs
- Registrar Mary Weber
- Deputy Registrar James Weber
- Town Constable Phil Blair
- Town attorney Peter Sorgi

New Oaths of Office signed and filed by 2/1/2023 if possible
No new 2023

Mileage reimbursement:
.50 /mile 2022

Allowable expense:

Miles traveled to carry out official duties.

Mileage to the Town Hall is not an allowable expense; that is considered part of the employment agreement.

Please submit a voucher complete with the following information:

DATE	DESTINATION	MILES TRAVELED
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This information will be necessary to prove the expense and the distribution if the Town is audited.

BOARD MEETINGS 2023 7:00 PM

JAN 9

FEB 13

MAR 13

APR 10

MAY 8

JUN 12

JUL 10

AUG 14

SEPT 11

OCT 10 Tuesday

NOV 13

DEC 11

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SEPT 11

OCT 10 Tuesday

NOV 13

DEC 11