**Town of Olean**

**Minutes of the Regular Monthly Board Meeting**

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

**On April 19, 2022**

Present: Annette Parker Supervisor

Pat Zink Highway Superintendent

Donna Howard Councilwoman

John Artlip Councilman

Scott Zink Councilman

Joshua Torrey Councilman

Sherry Lemon Town Clerk

Absent: Jerry Dzuroff Code Enforcement Officer

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

**Resolution 1 (R:040122) APPROVAL OF MINUTES**

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

**Resolved**, that the minutes of the March 15, 2022 Regular Monthly Meeting be approved.

**Resolution 2 (R:040222) APPROVAL OF ABSTRACTS**

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

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

Highway Fund: Vouchers 53-68 for the sum of $17,278.68.

General Fund: Vouchers 47-68 for the sum of $11,979.71.

**REPORTS OF TOWN OFFICIALS**

**Code Enforcement:** From March 16 to April 18, 2022 list submitted has:

3 building permits issued, 2 permits pending due to non-compliance issues, 1 complaint, 1 FOIL request- referred to DEC, 1 building without a permit referred to the court.

The monthly bank statements were presented for review by the Board.

**Superintendent of Highways**: There has been a request to designate some roads for access to trails and ATV use. The roads and users will need to be in compliance with Vehicle and Traffic laws and we should charge fees. A motion was made by Councilman Artlip and seconded by Councilman Zink to proceed with the steps for the designations.

The State Budget has passed with $176,742.20 coming as CHIPS funds, with increases in this funding for 2023 and 2024.

Utility companies will occasionally in the course of their work disturb roads, shoulders, ditches, etc. The City of Olean has permit applications and a fee schedule for these occurrences and we should look at this and implement a similar structure to avoid the expense to the Town for the repairs.

Driveway drainage damage to Town roads to be added to Town building permits with fee schedule should be ready for final discussion next month. Meeting with Attorney Matt Swenson about property owners not complying with Town requests to maintain driveway drainage to avoid road damage.

LED street lights are scheduled to begin installation and should be finished in July.

FEMA grant applications are due by June 1, 2022. The Town is applying for $770,000.00, with a 90/10 Federal to Town match of funds.

Grader lease contract is with the Town attorney for review.

Old trailer/mower deck and old grader are to be auctioned to pay for a new trailer/mower deck and for money towards the new grader. New trailer and mower deck have been ordered, with payment held until the items are delivered.

Back Hinsdale Road is being prepared for major overhaul work, including the underlying base, with drainage issues being addressed before the road work begins. There is $205,000.00 allocated in the budget for this project, but with the sudden rise in costs of materials and transportation of the materials, it is estimated that an additional $88,000.00 will be needed to complete the project. A motion was made by Councilman Artlip and seconded by Councilman Zink to review the American Rescue Fund grant to understand how to use the money that has been received for the project shortfall in funding.

**Supervisor**: Review and approve the Standard Work Day for NYSLRS to be 6 hours.

**Resolution 3 (R:040322) STANDARD WORK DAY**

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

**Resolved**, that, for the purposes of New York State & Local Retirement System, the Standard Work Day for those employees enrolled in the retirement system be 6 hours per day.

Jerry Dzuroff, Coed Enforcement Officer, will be retiring effective April 30, 2022 and the Town will rehire him as a Retiree hire on May 2, 2022.

**Resolution 4 (R:040422) SEWER FEE INCREASES**

On a motion made by Councilwoman Howard, and seconded by Councilman Torrey, the Resolution was adopted, with 3 ayes and 1 nay, and

**Resolved**, that, due to increasing costs for services and maintenance to sewer districts, there will be an increase in the East District to $70.00/quarter, in the Dugan East District to $125.00/quarter, and in the South District to $80.00/quarter beginning with the June 2022 billing.

A motion was made by Councilwoman Howard, and seconded by Councilman Torrey, to review the qualifications of Doug Strade, who has expressed an interest in serving on the Board of Assessment review committee.

**Resolution 5 (R:040522) INCREASE IN SALARY**

On a motion by Councilman Artlip, and seconded by Councilman Zink, the Resolution was adopted, with 4 ayes and 0 nays, and

**Resolved**, that, due to the increased correspondence of the Court due to the Covid-19 pandemic, the Court Clerk, Robin Pearl, shall be given a salary increase from $10,000.00 annually to $12,500.00 annually, beginning immediately.

**Resolution 6 (R:040622) LIFT MORATORIUM**

On a motion made by Councilwoman Howard, and seconded by Councilman Artlip, the Resolution was Adopted with 4 ayes and 0 nays, and

**Resolved**, that the moratorium on the applications to build solar farms be lifted as all of the proper authorities have been notified of the new Town law regarding solar farms.

**Cemetery:** A grant application has been made by the Highway Superintendent with specific funding requests in the sum of $108,400.00 for grounds and equipment maintenance or replacement.

**Resolution 7 (R:040722) CEMETERY GROUNDSKEEPERS**

On a motion by Councilman Artlip, and seconded by Councilman Torrey, the Resolution was Adopted with 4 ayes and 0 nays, and

**Resolved,** that mowing at Pleasant Valley Cemetery is to begin, as weather permits, for two employees at 14 hours per week, split at 8 hours for mowing and 6 hours for trimming, with an estimated season of May 1 through October 31. The employees have been informed and will be paid at $20.00 per hour for 112 hours per month and a 26 week season.

Highway workers union proposal regarding cemetery work had discussion. It was concluded that the regular salary will be paid, with an addition $0.30 to $0.50 per hour worked at the cemetery, effective on mutual agreement. The rate will not be retroactive and the Council expects a counter offer to be made by the Union.

**Clerk:** Collected $400.00 for dog license fees and $962.98 in building permits and culvert to be installed, for at total of $1,362.98. $355.00 of dog license fees were paid to the Supervisor and $45.00 of the dog license fees were paid to the New York State Department of Ag & Markets for the Spay and Neuter program.

**Town Justice:** No report.

There being no further Old Business and no other New Business to be presented, Councilwoman Howard moved for adjournment, with Councilman Zink seconding the motion, and all present were in agreement. The meeting was adjourned at 8:40pm.

Respectfully submitted,

Sherry Lemon, Town of Olean Clerk