PRESENT : Annette Parker--------Supervisor

 Pat Zink-----------------Highway Superintendent

 Donna Howard--------Councilwoman

 Jamie Geise------------Town Clerk

 John Artlip--------------Councilman

 Jerry Dzuroff-----------Code Enforcement Officer

 Scott Zink---------------Councilman

 Sherry Lemon----------Deputy Town Clerk

ABSENT: Joshua Torrey---------Councilman

Supervisor Parker opened the Meeting at 6:30 with the Pledge to the Flag.

**RECOGNITION OF OTHERS**

Stephanie Guthrie, and one Town resident

A Town resident attended the meeting to discuss property belonging to her mother at 2556 Canal Road. A friend of the family, who resides in Olean, would like to store their camper at this address for the winter. They eventually would like to purchase the land there. After discussing the zoning law with the resident, the Board told the resident that they could have a 30 day permit and they would need to bring in proof that the trailer owners resided in the Town.

Stephanie Guthrie attended the meeting to answer any questions the Board might have on the running of the Pleasant Valley Cemetery. Stephanie is employed for a couple of Allegany Cemeteries and answered many questions about cost, equipment, employees, wages, mapping, and more.

Resolution 1 (R:120121)

**APPROVAL OF MINUTES**

On a motion of Councilman Artlip, seconded by Councilwoman Howard, the following resolution was

ADOPTED: Ayes 3 Artlip, Howard, Zink

 Nays 0

RESOLVED, that the minutes of November 16, 2021 Monthly Meeting be approved.

Resolution 2 (R:120221)

**ADOPTING ABSTRACTS**

On a motion of Councilman Artlip, seconded by Councilwoman Howard, the following resolution was

ADOPTED: Ayes 3 Artlip, Howard, Zink

 Nays 0

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

 Highway Fund Nos. 205-220 $10,351.79

 General Fund Nos. 135-146 $3,087.35

**REPORT OF TOWN OFFICIALS**

**SUPERVISOR**

* The monthly bank statements were presented for review by the Board.
* The Board needs to accept the Solar Law with its’ modifications as a Local Law

Resolution 3 (R:120321)

**LOCAL LAW #3 2021 – SOLAR ENERGY FACILITIES LOCAL LAW**

On a motion of Councilman Artlip, seconded by Councilman Zink, the following resolution was ADOPTED: Ayes 3 Artlip, Zink, Howard

 Nays 0

RESOLVED, that the Board approves of the Solar Energy Facilities Local Law #3 of the year 2021, as modified, for filing.

 Sherry Lemon will be the new Town Clerk and Tax Collector on January 1, 2022 and she is willing to be the registrar, too.

Resolution 4 (R:120421)

**NEW REGISTRAR FOR 2022**

On a motion of Councilwoman Howard, seconded by Councilman Torrey, the following resolution was

ADOPTED: Ayes 3 Howard, Torrey, Parker

 Nays 0

RESOLVED, that Sherry Lemon will replace Jamie Geise as registrar for the Town of Olean starting January 1, 2022.

**SUPERINTENDENT OF HIGHWAYS**

* The Highway Department has been digging graves for the Pleasant Valley Cemetery
* Roads have been treated.
* The Town did not receive funding for the culvert from the Bridge of N.Y. for Godfrey Hollow. Superintendent Zink asked the Board Members to ask their legislatures for help with receiving some funding for these projects.

**CODE ENFORCEMENT OFFICER**

Code Enforcement Officer Jerry Dzuroff submitted a list of permits, complaints, and court information for November 16, 2021 – December 21, 2021.

**JUSTICE REPORTS**

None

**TOWN CLERK**

A check (#1242) in the amount of $154.50 was submitted to Supervisor Parker for the month of November for the total of the following amounts:

REVENUE ACCOUNT #2544 DOG PERMITS: $98.00 ($110.00 collected, $12.00 paid for November to the NYS Department of Agriculture and Markets for the spay and neuter program)

REVENUE ACCOUNT #2555 BLDG/ALTER DEMO PERMITS: $50.00

REVENUE ACCOUNT #1603 VITALS: $0

REVENUE ACCOUNT #2501 BUS & OCC LICENSES: $6.50

With no further business, on a motion of Councilman Artlip, seconded by Councilwoman Zink, the meeting was adjourned at 8:20 p.m. Carried unanimously.

Respectfully submitted,

Jamie Geise, Olean Town Clerk