**Town of Olean**

**Minutes of the Regular Monthly Board Meeting**

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

**On February 15, 2022**

Present: Annette Parker Supervisor

 Pat Zink Highway Superintendent

 Donna Howard Councilwoman

 Joshua Torrey Councilman

 Sherry Lemon Town Clerk

Absent: John Artlip Councilman

 Scott Zink Councilman

 Jerry Dzuroff Code Enforcement Officer

Supervisor Parker opened the meeting at 6:30pm with the Pledge of Allegiance.

Recognition of others: No guests.

**Resolution 1 (R:020122) APPROVAL OF MINUTES**

On a motion from Councilwoman Howard and seconded by Councilman Torrey and the Resolution was Adopted, with 2 Ayes, and 0 nays.

**Resolved**, that the minutes of the January 18, 2022 Regular Monthly Meeting be approved.

**Resolution 2 (R:020222) APPROVAL OF ABSTRACTS**

On a motion from Councilman Torrey, and seconded by Councilwoman Howard, the Resolution was Adopted, with 2 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: Nos. 5601-5623 and 5614 voided for the sum of $90,117.00.

General Fund: Nos. 4341-4352, with 4349 appearing in March, for the sum of $90,811.07.

**REPORTS OF TOWN OFFICIALS**

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

No proof of Town residency as requested from Barber/Tarr/Glover, now giving notice to vacate.

Superintendent of Highways: Will assign highway workers work as required, per General Municipal Law, and as stipulated in their contract.

Kent/Thropp re: Strubel Lane use for property access. Kent is complaining about Thropp using Lane to access with no Right of Way. DEC is involved with the old private dump and cleanup. There is power to a pond on the property. Town is waiting to see how this continues.

Kellner wants to buy abandoned road/property adjoining his from the Town. Town agrees to possibly sell.

Back Hinsdale Road work project needs to have the County set up an escrow. Contacting Bill Fox for particulars.

McDuffy Road/Indian Creek Road: There are two towns and two roads named the same going into Pennsylvania, with one residence on that state border. This is an issue for Fire/Rescue and Ambulance service. Proposed to change road name to North Branch on the Town of Olean, with the address change for 2 residences, and notification to the Post Office and the County.

General road work completed, and with new funding from FEMA and other Federal sources for more work to begin once these funds are secured.

Attended a Rescue Funds meeting with George Borrello (R). Funds promised but unsecured at this time.

Roof leaks still occurring at the Town Barn. Quotes are to be collected for repair/replacement.

There have been no issues with snow removal.

The Town’s grader needs replacing as parts are no longer available. Proposals have been collected.

**Resolution 3 (R:020322) ORDER NEW GRADER**

On a motion from Councilman Torrey, and seconded by Councilwoman Howard, the Resolution was Adopted, with 2 Ayes and 0 Nays.

**Resolved**, that based on the collected proposals, it is decided to order the new Case Grader.

**Resolution 4 (R:020422) RELINING OF MANHOLE COVERS**

On a motion from Councilman Torrey, and seconded by Councilwoman Howard, the Resolution was Adopted, with 2 Ayes and 0 Nays.

**Resolved,** to begin work to reline the manhole/access ports in the \_\_\_\_\_\_\_\_sewer district.

Code Enforcement: From January 18, 2022- February 15, 2022 list submitted has:

1 building permits issued, 1occupancy permit, 1 temporary permit for residential siding, 4 complaints.

Clerk: Request to purchase software to assist in State compliance. 2 proposals submitted.

Town Justice: No report.

**OLD BUSINESS**

* Solar Law numbering was corrected and resubmitted to the State for approval.
* Further discussion about the takeover of Pleasant Valley Cemetery.

Superintendent Zink further explained what the physical work and time would be required to inter the deceased and maintain the grounds throughout the year. There was discussion about who would be performing those tasks and how they would be paid. The final decisions are pending the audit report.

Supervisor Parker offered to organize the files and funds for a yearly salary of $15,000.00, and Superintendent Zink offered to supervise the physical works for a yearly salary of $10,000.00.

**Resolution 5 (R:200522) Cemetery Administrative Salary**

On a motion from Councilman Torrey, and seconded by Councilwoman Howard, the Resolution was Adopted, with 2 Ayes and 0 Nays.

**Resolved,** to annually pay Supervisor Parker $15,000.00 and Superintendent Zink $10,000.00 respectively to oversee the operations of Pleasant Valley Cemetery.

**Resolution 6 (R:020622) Standard Work Day**

On a motion from Councilman Torrey, and seconded by Councilwoman Howard, the Resolution was Adopted, with 2 Ayes and 0 Nays.

 **Resolved,** For the purposes of New York State and Local Retirement, the Standard Work Day for Elected and Appointed Officials is 6 hours.

As larger Counties in New York have had funds transferred from their County to their local Towns, it was asked of our Board members to reach out to our Cattaraugus County Legislators for funds and assistance in completing grant applications for funding.

There being no further Old Business and no other New Business to be presented, Councilman Torrey moved for adjournment, with Councilwoman Howard seconding the motion, and all present were in agreement. The meeting was adjourned at 8:00pm.

Respectfully submitted,

Sherry Lemon, Town of Olean Clerk