

**Town of Genesee
Little Genesee, NY 14754
Regular Board Meeting
January 17, 2017**

ATTENDANCE: Deputy Supervisor Joshua Bluhm; Councilpersons Howard Cornwall, Alyn Holcomb and Michael Cannon; Highway Superintendent Ben Reynolds; Town Clerk Bonita Brunner

Absent: Town Supervisor Donald Jordan

Town Residents: Kayla Bluhm, Peggy Cowell, Laura Manners and Kay Reynolds

This meeting was brought to order by Deputy Supervisor Bluhm at 7:25 pm.

REPORTS:

Town Clerks Reports:

- Clerk's Report for December was submitted. Total monies collected were \$125.25. Of this, \$88.75 was paid to the Town Supervisor for the General Fund, \$8.00 was forwarded to NYS Animal Control for dog licenses, and \$28.50 was paid to Allegany County DPW for landfill tickets sold.
- Town Clerk's 2016 Annual Report was submitted. A total of \$6,139.40 was collected and disbursed during the year.
- Petty Cash Report for December was submitted. There was \$51.85 in Petty Cash at the end of December as the Clerk purchased postage stamps.
- Collector's warrant for 2017 Taxes was provided. The tax level is \$1,816,034.90, of which \$669,682 will be paid to the Town of Genesee and \$1,146,352.94 will be paid to the County Treasurer.
- Minutes from the December meeting had previously been e-mailed to the Board Members for approval. CP Bluhm asked that the Clerk review the minutes for one motion which was made but there was no indication in the minutes if the motion passed.

Town Justice Report:

- Review of Court Fines collected during December totaled \$1,319.00. Of this, \$160.00 is retained by the Town and \$1,159.00 will be forwarded to the NYS Comptroller.

Dog Control Officer Report:

- Report submitted by Gary Wagner indicating there were a total of 3 dog calls received from September 21 through December 31.

Code Enforcement Report:

- Code Enforcement Officer James Cline provided a report to the Board covering December 19, 2016 through January 17, 2017. He advised that he made 9 inspections during this period.
- The Clerk advised there was one building permit issued between December 20 and December 31, 2016.

Motion made by CP Holcomb and 2nd by CP Cannon to accept all reports as submitted. Ayes all, motion carried.

COMMITTEE ASSIGNMENTS & REPORTS

Buildings & Repairs – Holcomb and Cannon

Highway Department – Holcomb and Bluhm

Parks – Cannon and Cornwall

Cemeteries – Holcomb and Cornwall

Grants – Jordan and Cornwall

Code Enforcement – Cannon and Holcomb

- CP Cannon asked if any progress had been made with issuing tickets for some properties in Town. The Clerk advised the last information was that Mr. Cline would be speaking with the Judge about this. To her knowledge this has not been done. CP Cannon asked the Clerk to contact Mr. Cline and ask him for a report at the February Board meeting regarding this issue. Also about what is happening with the demolition at the Coliseum.

Audit Committee – Jordan and Cannon

- CP Cannon advised that he has completed the Audit and paperwork will be returned to Accountants Berry & Berry.

OLD BUSINESS

- Draft Mowing/Maintenance specifications were presented by the Clerk. After discussion it was decided that the new 3-year agreement will run from January 1 through December 31 of each year. The new specs are more specific regarding insurances required and the need for a signed Indemnification Agreement. The Clerk will place an ad in the Olean Times Herald in February, ask for bids to be returned for the March meeting and bids will be opened on March 21, 2017.
- Job Descriptions were presented to the Board for review. CP Cornwall made a motion, 2nd by CP Cannon, to accept the descriptions as presented. Ayes all, motion carried. These are to be kept on file at the Town Clerks' Office. They are: Town Clerk, Elected Assessor, Highway Superintendent, Dog Control Officer, and Code Enforcement Officer
- The Town Supervisor spoke with the Community Bank Manager regarding the bond for the snowplow truck. The Bond will be a fixed five-year loan at a rate of 3.39%, This information will be forwarded to the Town Attorney who will prepare the necessary paperwork for the bank. Closing date for this has been set for February 21, 2017.

NEW BUSINESS:

- Kay Reynolds, President of the Genesee Library Board attended the meeting. She is asking that a decision be made as to who is responsible for the expenses involved for the upkeep of the building, i.e. electrical, roof, painting, etc. The present contract is not specific as to who will pay for these repairs. The Town owns the building and the Library Board is responsible for the contents. The Library Board wonders if there could be a split for the cost of any repairs or upkeep. Discussion about repairs which may be needed now. She states there may be a problem in the basement with the supports of the building. Also, possibly some electrical issues. There also needs to be a handicapped bathroom, or at a minimum, the doorways widened to be made wheelchair accessible.

CP Cornwall asked if there were any grants available and Ms. Reynolds advised that any grants are for “new construction” only. She will be attending a Grant Writing training in February so she will obtain more information at that time. There is also a problem with the time-frame on grants – for example, if they are approved in 2017, the money would not be available until 2018. CP Holcomb asked where the Library gets its funding. Mrs. Reynolds advised it is from the school, the Town, various groups that use the Library and STLA (Southern Tier Library Association). The Board requested that the Library obtain estimates of the repairs and keep the Town Board advised so they could ascertain how this would affect the Town Budget.

- **Resolution #2017-2** was presented as follows:

RESOLUTION APPROVING THE MUTUAL AID AGREEMENT BETWEEN THE MUNICIPALITIES OF ALLEGANY COUNTY, NEW YORK

Offered by: Allegany County Town Highway Superintendents Association

WHEREAS, THE Town Board of the Town of Genesee hereby agrees to allow Town Supervisor Donald Jordan and Highway Superintendent Ben Reynolds to extend Mutual Aid assistance to another participating municipality within the County of Allegany when requested to do so by such municipality in time of abnormal snow or work conditions. This agreement is subject to the conditions listed in the written agreement.

CP Cornwall made a motion, 2nd by CP Cannon, to adopt this Resolution.

CP Cornwall	Aye
CP Holcomb	Aye
CP Cannon	Aye
CP Bluhm	Aye

Resolution so adopted.

- **Resolution # 2017-3** was presented as follows:

RESOLUTION APPROVING A MUTUAL AID AGREEMENT BETWEEN THE TOWN OF GENESEE AND THE TOWN OF PORTVILLE

WHEREAS, THE Town Board of the Town of Genesee hereby agrees to allow Town Supervisor Donald Jordan and Highway Superintendent Ben Reynolds to extend Mutual Aid assistance to the Town of Portville in the County of Cattaraugus when requested to do so by such municipality in time of abnormal snow or work conditions. This agreement is subject to the same conditions as listed in the written agreement between the municipalities in Allegany County.

CP Cornwall made a motion, 2nd by CP Cannon, to adopt this Resolution.

CP Cornwall Aye
CP Holcomb Aye
CP Cannon Aye
CP Bluhm Aye

Resolution so adopted.

- The Clerk presented information received from the Association of Towns regarding their annual meeting scheduled for February 19-22, 2017 in New York City. This also included 2017 Training which will be available from them.

PAYING OF BILLS:

Abstracts totaling \$26,271.36 were reviewed for paying the Town bills as follows:

Abstract	Voucher Nos.	Abstract Amount
General Fund	1-22	\$ 5,729.51
Highway Fund	1-11	\$ 20,541.85

CP Cannon made a motion to pay the above bills, 2nd by CP Cornwall. Motion passed.

Motion to adjourn the meeting was made by CP Cannon, 2nd by CP Holcomb. Meeting was adjourned at 8:45 p.m.

Respectfully Submitted,

Bonita Brunner
Town Clerk
Dated: January 24, 2017