

ORGANIZATIONAL MEETING

Town of Genesee
Little Genesee, NY 14754
January 17, 2017

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

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

This meeting was brought to order by Deputy Supervisor Bluhm at 7:10 p.m.

The following information was presented to the Board Members for their approval:

SALARIES & WAGES FOR ELECTED OFFICIALS:

SUPERVISOR:	\$ 4,000.00 Yearly
COUNCIL PERSONS	\$ 5,500.00 Yearly (4 people)
Deputy Supervisor	\$ 1,750.00 (Includes \$500 for Deputy duties)
Council Persons, 3 each	\$ 1,250.00
TOWN JUSTICE	\$ 5,000.00 Yearly
ASSESSORS:	
Lead Assessor	\$ 3,665.00 Yearly
2 nd Assessor	\$ 3,165.00 Yearly
3 rd Assessor	\$ 3,165.00 Yearly
TOWN CLERK/TAX COLLECTOR/ VITAL STATISTICS REGISTRAR	\$12,800.00 Yearly
Clerk	\$ 9,200.00
Collector	\$ 3,000.00
Registrar	\$ 600.00
Deputy Registrar	Minimum Hourly Rate
HIGHWAY SUPERINTENDENT	\$39,000.00 Yearly
HIGHWAY CREW	
Clyde Youngs Jr. (Dep. Superintendent)	\$ 18.28 per hour
John Wedge	\$ 18.18 per hour
Edward Slocum	\$ 18.18 per hour
Gregory Zegers	\$ 18.18 per hour
(or as current Union Contract specifies)	

APPOINTMENTS

DEPUTY SUPERVISOR	Joshua Bluhm
DEPUTY TOWN CLERK	Vacant
DEPUTY TOWN REGISTRAR	Nada Lawton
DOG CONTROL OFFICER	Gary Wagner
COURT OFFICER	Erica Kreamer
LEAD ASSESSOR	Carol Palidar
CODE ENFORCEMENT OFCR	James Cline
ELECTION CUSTODIAN	Town Clerk
TOWN HISTORIAN	Jean Milliman
BUDGET OFFICER	Town Supervisor
CEMETERY CUSTODIAN	Scott Fuller
IT ADMINISTRATOR	Joshua Bluhm
ACCOUNTANTS	Berry & Berry (Payroll, Budgeting, Auditing)
ASSESSMENT REVIEW BOARD	Michael Faulkner
	Paul Majot
	Vacant

The vacancy on the Assessment Review Board was filled with **Michael Schwabenbauer** who resides at 8228 Green Road, Bolivar, NY.

DESIGNATIONS

OFFICIAL NEWSPAPER	Olean Times Herald
DEPOSITORS	Community Bank
	Steuben Trust - Tax Collections
MILEAGE RATE	.54 per mile
REGULAR BOARD MEETINGS	3 rd Tues, 7 p.m.
UTILITY PAYMENTS	RG&E-Electric
	National Fuel-Gas
	Verizon-Town Barns Telephone/Internet
	SoundCurve-Town Hall Telephone/Internet
TOWN ATTORNEY	David Brautigam
	David Pullen
COURT NIGHT and SMALL CLAIMS	Thurs, 3-5:30 pm
ASSESSOR HOURS	Wed 4 – 6 p.m.
FIRE DISTRICTS	Bolivar
	Portville
GENESSEE LIBRARY	\$6,000 due June 30
HISTORICAL SOCIETY	\$1,000 due June 30
PETTY CASH FUND	
Justice	\$100 w/monthly report
Town Clerk	\$100 w/monthly report
Tax Collector	\$200

REVIEW OF FEES

CEMETERY SERVICES

Cemetery Lots \$500.00 each

Payable to Town by Funeral Director

Grave opening regular	\$500.00
Cremation Opening	\$300.00
Infant grave Opening	\$200.00
Winter Opening Fee (Dec 1 – April 1)	\$100.00 extra

Payable by Town to grave digger

Grave Opening Regular	\$400.00
Grave opening, Cremation	\$200.00
Grave opening, Infant	\$150.00
Winter Opening Fee (Dec 1 – April 1)	\$100.00 extra
General Labor	\$ 15.00 hr.

BUILDING PERMIT FEES

<u>TYPE OF STRUCTURE</u>	<u>FEE</u>
ABOVE-GROUND POOL	\$10.00
IN-GROUND POOL	\$25.00
WOOD STOVE or CHIMNEY	\$10.00
NON-RESIDENTIAL AGRICULTURAL (farm) STRUCTURES	\$10.00
NON-COMMERCIAL STORAGE BUILDINGS less than 150 sq. feet	\$10.00
RESIDENTIAL STORAGE BUILDINGS over 150 sq feet	\$50.00
RESIDENTIAL PORCHES AND DECKS less than 100 sq. feet	\$10.00
RESIDENTIAL PORCHES AND DECKS 200 sq feet or less	\$30.00
RESIDENTIAL PORCHES AND DECKS 200 sq feet and up	\$50.00
RESIDENTIAL GARAGES	\$50.00
CHANGE OF OCCUPANCY RESIDENTIAL	\$10.00
COMMERCIAL	\$25.00

RESIDENTIAL STRUCTURES OF ALL TYPES INCLUDING ADDITIONS. ALSO MOBILE AND MODULAR HOMES.

Minimum fee \$100.00 up to 1,000 sq feet. Plus \$.30 per ft on areas over 1,000 sq feet.
Maximum fee \$500.00

COMMERCIAL STRUCTURES OF ALL TYPES

Minimum fee of \$150.00 up to 1,000 sq feet plus \$.30 per ft on areas over 1,000 sq feet.
Maximum fee \$500.00

DOG LICENSES

Unspayed/Unneutered Dog	\$19.00 per year
Spayed/Neutered Dog	\$11.00 per year
Purebred License (1-10 dogs)	\$50.00 per year
Purebred License (11-25 dogs)	\$75.00 per year
Purebred License (26+ dogs)	\$100.00 per year

CLERK'S FEES

Certified Copies	\$10.00 each
Machine Copies	\$.25 per page
Fax Sent	\$1.00 each

COMMITTEE ASSIGNMENTS

Buildings & Repairs	Holcomb and Cannon
Highway Department	Holcomb and Bluhm
Park	Cannon and Cornwall
Cemeteries	Holcomb and Cornwall
Grants	Jordan and Cornwall
Code Enforcement	Cannon and Holcomb
Audit Committee	Jordan and Cannon

REVIEW OF PROCUREMENT POLICY

The Procurement Policy was reviewed and the Board made no changes for the year 2017.

CP Cannon made a motion, 2nd by CP Holcomb, that the above-information be approved and continued during 2017.

Motion made by CP Cornwall, 2nd by CP Holcomb to adjourn the Organizational Meeting. Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Bonita Brunner
Town Clerk
Dated: January 19, 2017