

Presiding: Kevin Myers, Supervisor

Present: Kurt Sturzenbecker, Councilman
Valerie McDonald, Councilwoman
Josh Ostrander, Councilman

Absent Ron Johnson, Councilwoman
Also present: Robert Carlson, Highway Superintendent; Paul Webb, Jr., Town Attorney; Kate Valvo, Bookkeeper; Mindy Ostrander, Town Justice; Jim Johnson, Zoning Board Chairman; Matt Abbey, Dog Warden, Lori Thierfeldt, Town Justice and Melanie Hutley, Town Clerk.

Supervisor Myers opened the meeting with the pledge to the Flag.

Legal Notice Town of Kiantone
January 8, 2015
Organizational Meeting

Appointments Resolution #1-15

The following resolution presented by motion of Councilman Sturzenbecker seconded by Councilwoman McDonald was passed: BE IT RESOLVED THAT the Town Board of the Town of Kiantone agrees to the following appointments for the year 2015
Planning Board Chairman, Mark Marchincin (appointed term to expire 12-31-15)
Zoning Board of Appeals Chairman Jim Johnson, (re-appointed term to expire 12-31-15)
Zoning Board Member, Mark Marchincin (re-appointed term to expire 12-31-19)
Zoning Board of Appeals Secretary Carolyn Volk (re-appointed term to expire 12-31-15)
Historian, (term to expire 12-31-15)
Dog Warden, Matt Abbey (re-appointed term to expire 12-31-15)
Building/Grounds Custodian, Becky Hohman (re-appointed term to expire 12-31-15)
Emergency Management Officer, Steve Reale (re-appointed term to expire 12-31-15)
Attorney, Paul Webb, Jr. (re-appointed term to expire 12-31-15)
Inspection/Code Officer Melanie Eddy (re-appointed term to expire 12-31-15)
1st Deputy Supervisor, Ronald V. Johnson (re-appointed term to expire 12-31-15)
2nd Deputy Supervisor, Supervisors Bookkeeper & Budget Officer, Kate Valvo (re-appointed term to expire 12-31-15)
Highway Superintendent's Bookkeeper, Judy Carlson (re-appointed term to expire 12-31-15)
Registrar of Vital Statistics Melanie Hutley (re-appointment term to expire 12-31-15)
Tax Collector, Mark Marchincin (re-appointed term to expire 12-31-2015)

Designations Resolution #2-15

The following resolution presented by motion of Councilwoman McDonald, seconded by Councilman Sturzenbecker, was passed: BE IT RESOLVED THAT the Town Board of the Town of Kiantone hereby agrees to the following designations for the year 2015.

The Community Building will be the official voting place for the town.

The Post-Journal will be the official newspaper for the town.

M&T Bank the official depository of town funds, also named: Jamestown Saving, Northwest, Key Bank, Lake Shore Savings and Community Bank.

Regular Town Board meetings will be held at 7:00 p.m. on the second Thursday of each month except in October and November when the Board meeting will be held to comply with the budget requirement, according to law.

The Tax Collector will be authorized to deposit tax collections in interest bearing account as a temporary investment measure.

Payments be authorized for necessary bills to be paid monthly before monthly audit.

Mileage rate set at allowable IRS mileage rate per mile for persons driving their vehicle for town business.

Wage Schedule

Resolution #3-15

The following resolution presented by motion of Councilman Sturzenbecker, seconded by Councilman Ostrander, was passed: BE IT RESOLVED THAT the Town Board of the Town of Kiantone that the Salary and Wage Schedule for 2015 be retroactive to January 1, 2015 as in 2015 budget, be approved.

Supervisor	\$ 5,158.00 per year
Supervisor's Bookkeeper	\$ 5,644.00 per year
Budget Officer and Annual Report	\$ 778.00 per year
Councilmen (4) each \$1,358.25	\$ 5,433.00 per year
Town Justices (2) each \$5,242.50	\$10,485.00 per year
Clerks to Justices	\$ 9.09 per hour
Tax Collector	\$ 3,600.00 per year
Assessor (contract – Town of Busti)	\$ 5,985.00 per year
Town Clerk	\$ 8,873.00 per year
Registrar of Vital Statistics	\$ 145.00 per year
Highway Superintendent	\$62,930.00 per year
Highway Superintendent Bookkeeper	\$ 1,113.00 per year
Attorney for the Town	\$ 5,601.00 per year
Highway Equipment Operators – MEO 1	\$ 21.91 per hour
Highway Part Time Employees	\$ 12.16 per hour
Transfer Station Attendant	\$ 8.92 per hour
Transfer Station Attendant Fill In	\$ 8.75 per hour
Dog Warden	\$ 9.10 per hour
Zoning Board of Appeals Chairman	\$ 16.00 per meeting
Zoning Board of Appeals Members (each)	\$ 10.80 per meeting
Inspection/Code Officer	\$ 7,144.00 per year
Planning Board Chairman	\$ 16.00 per meeting
Planning Board Members (each)	\$ 10.80 per meeting
Board of Review Chairman	\$ 25.75 per meeting
Board of Review Members each \$5.00 school	\$ 20.60 per meeting
Custodian 4 hours per week	\$ 8.75 per hour
Mowing – each time	\$ 40.00 per time
Historian	\$ 281.00 per year

Procurement Policy

Resolution #4-15

The following resolution presented by motion of Councilwoman McDonald seconded by Councilman Ostrander was passed: BE IT RESOLVED THAT the Town Board of the Town of Kiantone has reviewed the Procurement Policy.

Investment Policy

Resolution #5-15

The following resolution presented by motion of Councilman Sturzenbecker, seconded by Councilman Ostrander was passed: BE IT RESOLVED THAT the Town Board of the Town of Kiantone has reviewed the Investment Policy.

Emergency Response Plan

Resolution #6-15

The following resolution presented by motion of Councilwoman McDonald, seconded by Councilman Sturzenbecker was passed: BE IT RESOLVED THAT the Town Board of the Town of Kiantone has reviewed the Emergency Response Plan.

Agreement to Spend Town Highway Funds Resolution #7-15

The following resolution presented by motion of Councilman Ostrander, seconded by Councilwoman McDonald was passed: BE IT RESOLVED THAT the Town Board of the Town of Kiantone has reviewed the Agreement to Spend Town Highway Funds.

Emergency Operation Plan

Resolution #8-15

The following resolution presented by motion of Councilman Sturzenbecker, seconded by Councilman Ostrander was passed with amended changes to be adopted in February: BE IT RESOLVED THAT the Town Board of the Town of Kiantone has reviewed the Emergency Operation Plan.

Minutes & Reports	Minutes & Reports: Motion by Councilman Sturzenbecker, seconded by Councilman Ostrander, that December Town Board meeting minutes is approved as submitted and reports of Supervisor, Town Clerk, Assessor, Justice Ostrander, Justice Thierfeldt, Zoning Code Officer be accepted. Yea-4 nay- 0. Carried.
Bills & Bills Paid After Audit	Bills and Bills paid after Audit: Motion by Councilwoman McDonald, seconded by Councilman Ostrander that the Supervisor is hereby authorized to pay General Fund bills, 001-020, Sewer Fund bills, 003, Highway Funds bills 001-009. Yea-4 nay- 0. Carried.
Code Enforcement Report	OLD BUSINESS Written report from Code Enforcement Eddy has Town Permits annual assessed value \$611.450.00.
Court	Justice Ostrander has requested that Kiantone resident Christine Peterson be appointed as her Court Clerk, Justice Thierfeldt feels she needs a court clerk with more experience in law so she is requesting that the Town Board allow Town of Busti resident Tammy Galati to be appointed as her court Clerk, Both Court Clerks will be trained by temporary Court Clerk Wanda Crossley. Councilman Ostrander & Sturzenbecker as well as Councilwoman McDonald felt strongly that the tax dollars should stay in the Town of Kiantone and only a resident should be appointed, Supervisor Myers urged that we move on so the Justices would both be served by their chosen appointees. Bookkeeper & Budget Officer Kate Valvo said the current hourly for the court clerks is \$9.09 per hour, the temporary court clerk as well as the other necessary expenses for the Justice Court has put the Court well over budget last year and is already going to be exceeding the projected budget set for 2015
Amended 2/12/15	If was verified by the board that if two clerks were appointed , no additional funding other than training would be required due to weekly court sessions only utilizing one justice and one clerk per session.
Resolution #9-15	Resolution by Supervisor Myers, seconded by Councilman Sturzenbecker that Christine Peterson will be Justice Ostrander's Court Clerk and Tammy Galati will be Justice Thierfeldt's Court Clerk Vote: Councilwoman McDonald yea; Councilman Ostrander, yea, Councilman Sturzenbecker; yea; Supervisor Myers, yea. Yea-4 nay- 0. Carried
Posting of Town Roads	NEW BUSINESS Highway Superintendent Carlson requests to post the roads for weight limit,
Resolution #10-15	Resolution by Councilwoman McDonald, seconded by Councilman Sturzenbecker that the Town Clerk sends a legal notice into the Post-Journal to post the roads. Vote: Councilwoman McDonald yea; Councilman Ostrander, yea, Councilman Sturzenbecker; yea; Supervisor Myers, yea. Yea-4 nay- 0. Carried
Shared Services	Shared Services Agreement and Mutual Aid Program for Highway Projects reviewed by Town Board. Councilwoman McDonald motioned to accept, seconded by Supervisor Myers Yea-4 nay- 0. Carried
Town of Busti Shared Services	Shared Services Agreement for Assessor reviewed by Town Board. Councilman Ostrander motioned to accept, seconded by Councilman Sturzenbecker Yea-4 nay- 0. Carried
Kiantone Fire Dept Snow Plow Bill	Highway Superintendent Carlson has all the figures compiled for the Kiantone Fire Department's bill for the year for Plowing, Fuel & Oil. Councilman Sturzenbecker motioned to bill the fire department, seconded by Supervisor Myers Yea-4 nay- 0. Carried
Kiantone Fire Department Worker's Compensation	Kiantone Independent Fire Department, Inc., Worker's Compensation – letter addressing worker's compensation from Fire Chief Steve Reale explaining various activities Fire Department was involved in.
Resolution #11-15	Resolution by Councilwoman McDonald seconded by Councilman Ostrander to approve Kiantone Fire Department Worker's Compensation. Vote: Councilwoman McDonald yea; Councilman Ostrander, yea, Councilman Sturzenbecker; yea; Supervisor Myers yea. Yea-4 nay- 0. Carried.
Court Requisition Form	Councilwoman McDonald will forward a form to the town clerk to revise so that a better system is in place for Justice court supplies requests.

- C.C.Dept. of Finance
Monthly Report
Annual Audit of Books
Resolution #12-15
 - Next Meeting
 - Adjournment
- Chautauqua County Department of Finance Statement – statement of all monies paid to the Town of Kiantone for the year 2015.
Dog Warden Abbey will be meeting with the State to correct paperwork issues with Pick of the Litter.
Audit of the books, Supervisor, Town Justice and Town Clerk’s books were audited and the Town Supervisor’s, Town Clerk were found to be in good order.
Resolution by: Supervisor Myers that the books and records of the Town Supervisor, Town Bookkeeper, Town Justices and the Town Clerk be approved as reviewed by the Town Board members, Seconded by Councilman Sturzenbecker.
Vote: Councilwoman McDonald, yea; Councilman Ostrander, yea, Councilman Sturzenbecker; yea; Supervisor Myers, yea. Yea–4 nay– 0. Carried.
- The next meeting will be held Thursday, February 12th, 2015 at 7 PM.
- With no further business on hand, Councilman Sturzenbecker motioned to adjourn; Councilwoman McDonald seconded. Motion carried with all in favor. Adjourned at 8:15 PM.

Respectfully Submitted:

Melanie Hutley, Town Clerk, Town of Kiantone

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