

**REGULAR MEETING, TOWN OF RANDOLPH, December 13, 2017**

A regular meeting of the Town Board of the Town of Randolph, County of Cattaraugus and the State of New York was held at the Municipal Building, 72 Main Street, Randolph, NY on the 13<sup>th</sup> day of December 2017.

PRESENT: Dale Senn ----- Supervisor  
John Hale ----- Councilman  
Tim Beach ----- Councilman  
Gretchen Hind ----- Clerk  
Gary Sickles ----- Superintendent of Highways

ABSENT: Nate Root ----- Councilman  
Amber Frame ----- Councilwoman  
Bridget Marshall ----- Attorney

OTHERS PRESENT: Dave Fischer -Water Department; Kathy Sickles-Deputy Clerk

**REGULAR MEETING**

Supervisor Senn called the meeting to order at 7:32PM with the pledge of allegiance.

Councilman Root and Councilwoman Frame arrived at 7:33PM.

**PUBLIC PARTICIPATION**

Randy Glenn- Evans Agency, was present to discuss the 2018 Town Insurance.

Attorney Marshall entered at 7:42PM.

**RESOLUTION 141-2017**

**APPROVAL OF MINUTES**

On a motion of Councilman Hale, seconded by Councilman Beach, the following resolution was

ADOPTED Ayes 5 Hale, Senn, Frame, Beach, Root  
Nays 0

Resolved that the minutes of November 8, 2017 be approved as presented.

**REPORT OF TOWN OFFICIALS**

**TOWN JUSTICE** – No Report.

**CODE ENFORCEMENT**

2 permits for a total of \$50 were issued for November 2017.

**RACDC**- NO REPORT

**Monthly Report of the Supervisor**

November 2017 reports were provided to the Board.

**WATER/SEWER**

MDA supplied an update on the DWSRF project.

**CLERK**

Clerk Hind submitted the monthly report for November 2017 to the Board. The local shares were \$390.00 to the Supervisor and \$3,796.30 to the Town.

**SUPERINTENDENT OF HIGHWAYS**

Superintendent Sickles reported his monthly activities to the Board for the month of November 2017.

**SAMPLE HILL**

**OLD BUSINESS**

**Dog Control Officer**

There was a brief discussion regarding the Dog Control Officer position to be decided upon after the first of the year.

**Apartment Water Rates**

Attorney Marshall stated that, according to the Town Law, the apartments must be charged as they are being charged currently as each apartment is considered a household.

**NEW BUSINESS**

RESOLUTION 142-2017

**DWSRF CONTRACT NO. 5G – STC Construction-PAY APP NO. 4**

On a motion of Councilman Beach, seconded by Councilman Hale, the following resolution was

ADOPTED      Ayes      5      Hale, Senn, Beach, Frame, Root

Resolved that Town authorizes payment of \$201,265.00 to STC Construction for DWSRF Contract No. 5G.

RESOLUTION 143-2017

**2017 WATER AND SEWER RELEVIES**

On a motion of Councilman Beach, seconded by Councilman Hale, the following resolution was

ADOPTED      Ayes      5      Hale, Senn, Beach, Frame, Root

Resolved that Town approve the 2017 Water and Sewer Relevies as submitted to the County.

RESOLUTION 144-2017

**PART-TIME CLERK OFFICE HIRE**

On a motion of Councilman Beach, seconded by Councilman Hale, the following resolution was

ADOPTED      Ayes      5      Hale, Senn, Beach, Frame, Root

Resolved that Town authorize Clerk Hind to hire Shelby Jones as a part-time employee in the Clerk's Office for \$11.50 per hour.

RESOLUTION 145-2017

**WATER/SEWER SUPERINTENDENT PHONE**

On a motion of Councilman Beach, seconded by Councilman Hale, the following resolution was

ADOPTED     Ayes     5             Hale, Senn, Beach, Frame, Root

Resolved that Town authorizes reimbursement to Dave Fischer of the Town's minimum phone charge of \$32.29 per month.

RESOLUTION 146-2017

**REMAINING 2017 BILLS**

On a motion of Councilman Hale, seconded by Councilman Beach, the following resolution was

ADOPTED     Ayes     5             Hale, Senn, Beach, Frame, Root

Resolved that the Board authorize payment of any remaining 2017 bills at the end of the month.

RESOLUTION 147-2017

**BUDGET TRANSFER & MODIFICATIONS**

On a motion of Councilman Beach seconded by Councilwoman Frame, the following resolution was

ADOPTED     Ayes     5             Hale, Senn, Frame, Root, Beach  
                     Nays     0

Resolved that the Town authorizes the following budget transfer and modifications:

**GENERAL FUND**

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**Budget Transfer:**

|    |        |      |  |
|----|--------|------|--|
| \$ | 200.00 | FROM | A1990.4 - CONTINGENT                                       |
| \$ | 200.00 | TO   | A1110.1C - JUSTICES - RECORDINGS/PROCEEDINGS PERSONAL SERV |
| \$ | 200.00 | FROM | A1990.4 - CONTINGENT                                       |
| \$ | 200.00 | FROM | A1110.4 - JUSTICES - CONTRACTUAL                           |
| \$ | 50.00  | FROM | A1990.4 - CONTINGENT                                       |
| \$ | 50.00  | FROM | A1220.4 - SUPERVISOR - CONTRACTUAL                         |
| \$ | 500.00 | FROM | A1990.4 - CONTINGENT                                       |
| \$ | 500.00 | FROM | A1362.4 - TAX ADVERTISING EXPENSE - CONTRACTUAL            |
| \$ | 200.00 | FROM | A1990.4 - CONTINGENT                                       |
| \$ | 200.00 | FROM | A8010.4 - ZONING - CONTRACTUAL                             |

|    |          |      |   |
|----|----------|------|---|
| \$ | 300.00   | FROM | A1990.4 - CONTINGENT                      |
| \$ | 300.00   | FROM | A8010.41 - ZONING BOARD - CONTRACTUAL     |
| \$ | 1,200.00 | FROM | A1990.4 - CONTINGENT                      |
| \$ | 1,200.00 | FROM | A9060.8 - EMPLOYEE BENEFITS - HOSP. & MED |

**Budget Modifications:**

We resolve to increase the General Fund 2017 expenditure budget in the amount of \$4731.50 due to the Youth Bureau Grant expenditures to date. This will increase accounts A3820 - State Aid - Youth Bureau Grant and A7110.41 - Parks, Contractual - Ballfield.

We resolve to transfer the remaining funds in budget line A9950.9 - Transfer to Capital Reserve of \$10,000 Fund Capital to the General Reserve as stated in the 2017 budget.

**HIGHWAY FUND**

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**Budget Transfer:**

|    |           |      |  |
|----|-----------|------|--|
| \$ | 10,000.00 | FROM | DA5110.1 - GENERAL REPAIRS - PERSONAL      |
| \$ | 10,000.00 | TO   | DA5110.4 - GENERAL REPAIRS - CONTRACTUAL   |
| \$ | 20,000.00 | FROM | DA5110.1 - GENERAL REPAIRS - PERSONAL      |
| \$ | 20,000.00 | TO   | DA5142.4 - SNOW REMOVAL - CONTRACTUAL      |
| \$ | 15,000.00 | FROM | DA5130.1 - MACHINERY - PERSONAL            |
| \$ | 15,000.00 | TO   | DA5142.1 - SNOW REMOVAL - PERSONAL         |
| \$ | 20,000.00 | FROM | DA9060.8 - EMPLOYEE BENEFITS - HOSP. & MED |
| \$ | 20,000.00 | TO   | DA5142.4 - SNOW REMOVAL - CONTRACTUAL      |

**Budget Modifications:**

We resolve to transfer the remaining funds in budget line D9950.9 - Transfer to Capital Reserve of \$5,000 to the Highway Capital Reserve as stated in the 2017 budget.

We resolve to increase the Highway Fund 2017 expenditure budget in the amount of \$263,396 due to the FEMA reimbursement expected. This will increase funds DA4960 - FEMA and DA5110.41 - General Repairs, Contractual - FEMA.

**WATER FUND**

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**Budget Transfer:**

|    |          |      |  |
|----|----------|------|--|
| \$ | 2,500.00 | FROM | SW8315.1 - ENGINEERING - PERSONAL SERVICES |
| \$ | 2,500.00 | TO   | SW9060.8 - EMPLOYEE BENEFITS - HOSP & MED  |

**Budget Modification:**

We resolve to transfer the remaining funds in budget line SW9950.9 - Transfer to Capital Reserve of \$5,000 to the Water Reserve Fund Capital as stated in the 2017 budget.

**SEWER FUND**

**Budget Transfer:**

|    |          |      |   |
|----|----------|------|---|
| \$ | 4,000.00 | FROM | SS8120.4 - SEWER COLLECTION - CONTRACTUAL |
| \$ | 4,000.00 | TO   | SS8120.1 - SEWER COLLECTION - PERSONAL    |

**Budget Modification:**

We resolve to transfer the remaining funds in budget line SS9950.9 - Transfer to Capital Reserve of \$5,000 to the Sewer Fund Capital Reserve as stated in the 2017 budget.

RESOLUTION 148-2017

**PROVISIONAL PART-TIME WATER OPERATOR**

On a motion of Councilman Beach, seconded by Councilman Hale, the following resolution was

ADOPTED    Ayes    5        Hale, Senn, Beach, Frame, Root

Resolved that the Board hire James Matson as a Provisional Part-Time Water Operator at \$20.00 per hour.

RESOLUTION 149-2017

**2018 TOWN INSURANCE POLICY**

On a motion of Councilman Root, seconded by Councilman Beach, the following resolution was

ADOPTED    Ayes    5        Hale, Senn, Beach, Frame, Root

Resolved that the Board chooses to stay with Selective Insurance for the 2018 Town Insurance Policy.

RESOLUTION 150-2017

**AUDIT OF BILLS**

On a motion of Councilman Beach, seconded by Councilman Hale, the following resolution was

ADOPTED    Ayes    5        Root, Hale, Senn, Frame, Beach  
                 Nays    0

Resolved that the bills be paid on Abstract #12 in the following amounts:

|                          |             |             |
|--------------------------|-------------|-------------|
| General Fund             | No. 289-313 | \$49,564.96 |
| Street Lighting District |             | 1,906.32    |
| Refuse District          |             | 461.43      |

|   |             |            |
|---|-------------|------------|
| Debt District                           |             |            |
| Snow Removal                            |             |            |
| Highway Fund                            | No. 175-194 | 19,056.91  |
| FEMA Repairs                            |             |            |
| Sewer Fund                              | No. 70-75   | 7,433.86   |
| Water Fund                              | No. 139-151 | 16,663.05  |
| WATER CAPITAL PROJECT<br>– DWSRF #18013 | No. 44-48   | 246,397.38 |

With no further business, on a motion from Councilman Hale, seconded by Councilman Beach the meeting was adjourned at 9:10 pm. Carried unanimously.

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Gretchen A. Hind, Town Clerk