

TOWN OF DIX
ORGANIZATIONAL MEETING
JANUARY 17, 2023

PRESENT: Supervisor Dominic Smith
 Deputy Supervisor F. Joe Hammond
 Councilman Brian Ervay
 Councilman David Hertel
 Bookkeeper Billi Jo Carnes
 Town Clerk Naomi Kingsley
 Code Enforcement Officer Dennis Trembley
 Highway Superintendent Scott Yaw

ABSENT: Councilman Jeffrey Meehan

The Meeting was called to order by Supervisor Dominic Smith at 6:00 PM followed by the Pledge of Allegiance.

RESOLUTION # 1 – offered by Ervay, seconded by Hammond
Resolved to appoint Naomi Kingsley as clerk/tax collector. Ayes 4, Nays 0

RESOLUTION #2 – offered by Smith, seconded by Hammond
Resolved to appoint Anya Simpson as deputy clerk/deputy tax collector. Ayes 4, Nays 0

RESOLUTION #3 – offered by Smith, seconded by Ervay
Resolved to appoint Joe Hammond as Deputy Supervisor. Ayes 4, Nays 0

RESOLUTION #4 - offered by Smith, seconded by Hammond
Resolved to appoint Jeff Meehan as representative to the Sanitary Landfill Commission. Ayes 4, Nays 0

RESOLUTION #5 – offered by Hammond, seconded by Ervay
Resolved to appoint Mike DeNardo as Planning Board Chair. Ayes 4, Nays 0

RESOLUTION #6 – offered by Ervay, seconded by Hammond
Resolved to appoint Ervay, Smith and Hammond to the Water and Sewer Committee. Ayes 4, Nays 0

RESOLUTION #7 – offered by Ervay, seconded by Hammond
Resolved to appoint Hertel, Hammond and Meehan to the Highway Committee. Ayes 4, Nays 0

RESOLUTION #8 – offered by Ervay, seconded by Hammond
Resolved to appoint Smith to the Council of Governments. Ayes 4, Nays 0

RESOLUTION #9 – offered by Ervay, seconded by Hammond
Resolved to appoint Meehan and Hertel to the yearly Audit Committee. Ayes 4, Nays 0

RESOLUTION #10 – offered by Smith, seconded by Hammond
Resolved to appoint Ervay and Hertel to the Solar Committee. Ayes 4, Nays 0

RESOLUTION #11 – offered by Ervay, seconded by Hammond
Resolved to appoint Meehan and Smith to the Fire Department Committee. Ayes 4, Nays 0

RESOLUTION #12 – offered by Hammond, seconded by Ervay

Resolved to appoint Ervay and Hertel to the Short Term Rental Review Committee. Ayes 4, Nays 0

RESOLUTION #13 – offered by Smith, seconded by Ervay

Resolved to appoint Hertel and Hammond to the EMC. Ayes 4, Nays 0

RESOLUTION #14 – offered by Smith, seconded by Hammond

Resolved to appoint BilliJo Carnes as Records Management Officer. Ayes 4, Nays 0

RESOLUTION #15 – offered by Smith, seconded by Hammond

Resolved to designate the Watkins Review & Express, Hi-Lites and Odessa File as the Official sources of publication for the Town for 2023. Advertising will also be posted on the Town web site and Facebook Page. Ayes 4, Nays 0

RESOLUTION #16 – offered by Hammond, seconded by Ervay

Resolved to designate Chemung Canal Trust Company as the official depository for the Town.

Investments of Town funds will be enforced and followed per policy

Ayes 4, Nays 0

RESOLUTION #17 – offered by Smith, seconded by Hammond

Resolved that the Mileage Rate for 2023 is .655/mile. Ayes 4, Nays 0

RESOLUTION #18 – offered by Hammond, seconded by Hertel

Resolved that the Salary Schedule for 2023 as follows:

Position	Salary
Town Supervisor	\$12,000.00
Deputy Town Supervisor	\$2,000.00
Asst to the Supervisor	\$22,000.00
Council Members (4)	\$12,000.00
Highway Supervisor	\$54,000.00
Deputy Supervisor	
Highway Employees (4)	\$98,000.00
Budget Officer	\$11,100.00
Justice	\$9,500.00
Court Clerk	\$4,000.00
Town Clerk	\$12,000.00
Deputy Town Clerk	
Tax Collector	\$6,000.00
Deputy Tax Collector	\$3,200.00
Code Enforcement	\$27,000.00
Planning Board Chairperson	\$1,000.00
Planning Board Vice Chairperson	\$600.00
Planning Board Secretary	\$600.00
Planning Board Members	\$1,000.00
ZBA Chairperson	\$400.00
ZBA Secretary	\$800.00
Historian	\$500.00
Cleaner	\$2,000.00

RESOLUTION #19 – offered by Hertel, seconded by Hammond
Resolved that the Regular Monthly Board Meeting will be held the second Monday of the month at 6:30 PM Ayes 4, Nays 0

RESOLUTION #20 – offered by Hertel, seconded by Hammond
Resolved that the spending limit for water and sewer by the Supervisor is \$2,500.00. Ayes 4, Nays 0

- Conferences, Seminars and Workshops – all expenses paid for by Town as long as it is in the budget.
- Procurement policy will be left as is.

RESOLUTION #21 – offered by Hammond, seconded by Ervay
Resolved to authorize the Supervisor to pre-pay all monthly bills prior to the monthly board meeting.
Ayes 4, Nays 0

RESOLUTION #22 – offered by Smith, seconded by Hammond
Resolved to close the Organizational meeting and enter the Regular Meeting at 6:30 PM. Ayes 4, Nays 0

Respectfully Submitted,

Naomi C. Kingsley
Clerk