

Town of Orangeville
Board Meeting
3529 Route 20 A, Warsaw, New York 14569
February 8, 2024

The Town Board of Orangeville met on February 8, 2024 to audit the town accounts and transact other such business as is necessary at this time.

Present were Town Board Members:

- Susan May Supervisor
- Hans Boxler, Jr. Councilman
- Andrew Flint Councilman
- James Herman Councilman
- Joseph Ahl Councilman

Others Present:

- Rosann A. Lowder, RMC-Town Clerk
- Tess Phillips, Deputy Town Clerk
- Lisa Perez, Bookkeeper
- Wade Roggow, Highway Superintendent
- Thomas Suto, Zoning Officer

Guests:

Name	Town of Residence	Name	Town of Residence

Supervisor May called the board meeting to order at 7:00 p.m. at the town hall located at 3529 Rt. 20A, Warsaw, New York.

Supervisor May opened with the Pledge of Allegiance; all were thanked for attending the meeting. [There were no questions or comments from the audience.]

Supervisor May asked for a motion to open the public hearing on the Warsaw Fire budget. On a motion by Mr. Herman, seconded by Mr. Boxler, Jr. to open the public hearing. Ayes: [4] May Boxler Flint Herman Ahl
Noes: [0] Carried

Supervisor May: I hereby appoint Hans Boxler, Jr as Deputy Supervisor, he continues to do a wonderful job. A motion was made by Mr. Ahl, seconded by

Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Laura Kirsch and Laury Lakas as Town Court Clerks. A motion was made by Mr. Ahl, seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Rosann A Lowder, RMC, as Registrar of Vital Statistics for two years. A motion was made by Mr. Ahl seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May and Registered Municipal Clerk, Rosann A. Lowder, requested a motion to appoint Tess Phillips, as Deputy Town Clerk. A motion was made by Mr. Hans Boxler, Jr., seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Rosann A Lowder, RMC, as Marriage Officer. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Mr. Thomas Suto as the Town's Zoning Officer. A motion was made by Mr. Ahl, seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Laury as the Town Historian. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Maureen Gardner as Orangeville Youth Director. A motion was made by Mr. Herman seconded by Mr. Ahl. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to appoint Ms. Lisa Perez as Town Book keeper and Sheryl Montgomery as Deputy Town Bookkeeper. A motion was made by Mr. Boxler, Jr., seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May and the Highway Superintendent requested to appoint Paul Matthew Fairchok as Deputy Highway Superintendent, receiving \$2.00 / Hour when acting. A motion was made by Mr. Herman, seconded by Mr. Hans Boxler, Jr. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to reappoint Matt Fairchok as ZBA member 5-year term through 12/2028. A motion was made by Mr. Herman, seconded by Mr. Ahl. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to reappoint Martha Mengs as Planning Board member 5-year term through 12/2028. A motion was made by Mr. Hans Boxler, Jr., seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Establishment of regularly scheduled board meetings for 2024. [2024 BOARD MEETINGS -SCHEDULE – 7:00pm / January 11 – Organizational & Board / February 8 / March 14 / April 11 / May 9 / June 13 / July 11 / August 8 / September 12 / October 3 – Budget Meeting / October 10 / November 7 / December 12 / January 9, 2025 Organizational Meeting & Board]. A motion was made by Mr. Herman, seconded by Mr. Ahl. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Designation of the “The Batavia Daily” as the official Town newspaper. A motion was made by Mr. Herman, seconded by Mr. Hans Boxler, Jr. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Designation of Tompkins Bank, Community Bank, NY Class, Five Star Bank, Green Valley Community and Steuben Trust Company as official depositories of Town funds. A motion was made by Mr. Ahl, seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Establish methods of payment by voucher for the Planning, Zoning and Assessment Board of Review members; to continue with the establish method of payment per meeting or yearly depending on the committee. A motion was made by Mr. Ahl, seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Requested a motion to establish mileage reimbursement rates and designate Town officials and employees who qualify for reimbursement, \$0.67. The Town Officials would be the Supervisor, Town Councilman, Zoning Officer, Planning Board and Zoning Board Chairman and Planning Board and Zoning Board members, cleaner and the Town Clerk. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Establish the standard work day hours for Judges and Court Clerks, 6-hour days and a resolution to made a standard work day 8 hours and parttime to be 6 hours. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Establish the hourly rate for part time employee and seasonal workers - \$19.00. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. Ahl. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Requested an increase for the bookkeeper and deputy Clerk, to \$30.00 for Book keeper and \$23.00 for the Deputy Clerk. A motion was made by Mr. Herman, seconded by Mr. Ahl. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Requested a motion to have the Town Clerk to publish a notice of the Supervisor's final report when it is completed. A motion was made by Mr. Boxler, Jr., seconded by Mr. Herman. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Authorize the Supervisor to withdraw or invest monies for the Town of Orangeville in her discretion. A motion was made by Mr. Herman, seconded by Mr. Ahl. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Authorize the Supervisor to contract with the Law Offices of David Di Matteo to provide legal services to the Town as necessary. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May: Establish the amount to be spent for small tools at \$2,000. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. Ayes [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Review of Town's Policies:

- Sexual Harassment Policy
- Fund Balance Policy
- Purchasing Policy
- Petty Cash Policy
- Clerk Reconciliation Policy

On a motion by Mr. Ahl, seconded by Mr. Herman to approve the above policies. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to adjourn the Organizational Meeting. On a motion by Mr. Ahl, seconded by Mr. Boxler, the Organizational Meeting was adjourned at 7:40pm. Ayes: [4] May Boxler Flint Herman Ahl
Noes: [0] Carried

Supervisor May introduced Mr. Michael J. Manusia, Attorney. Mr. Manusia has accepted the role as Orangeville Town Prosecutor. On a motion by Mr. Herman, seconded by Mr. Boxler, Jr. to approve Mr. Manusia as our Town's Prosecutor at the rate of \$325.00. Ayes: [4] May Boxler Flint Herman Ahl
Noes: [0] Carried

Supervisor May requested a motion to close the public hearing on the Warsaw Fire district. On a motion by Mr. Herman, seconded by Mr. Boxler, Jr., to close the public hearing. [4] May Boxler Flint Herman Ahl Noes: [0]
Carried

WHEREAS, the Town Board of the Town of Orangeville met at a public hearing at the Town Offices of the Town of Orangeville located at 3529 Route 20A, Warsaw, New York on the 11th day of January 2024, commencing at 7:00 p.m.

WHEREAS, all Board Members, having due notice of said meeting, and that pursuant to Article 7, §104 of the Public Officers Law, said meeting was open to the general public and due and proper notice of the time and place whereof was given as required by law; and

WHEREAS, the Town Board of the Town of Orangeville wishes to engage in an Agreement with the Village of Warsaw, as it has in the past for provision of Fire Protection and Emergency Services, renewable this year for the years 2024-2026; and

WHEREAS, the Town Board of the Town of Orangeville held a public hearing to consider the renewal of said fire contract between the Town of Orangeville and Village of Warsaw on the 11th day of January 2024; and

WHEREAS, the Town Board feels it is in the best interest of the Town of Orangeville to authorize Supervisor Susan May to sign the Agreement for Fire Protection for a Fire Protection District in the Town of Orangeville.

NOW ON MOTION OF Mr. Herman, which has been duly seconded by Mr. Boxler, Jr., be it

RESOLVED, by the Town Board of the Town of Orangeville hereby authorizes Supervisor Susan May to sign the Agreement for Fire Protection for

a Fire Protection District in the Town of Orangeville. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion for Laury Lakas to apply for a grant for an AED. On a motion by Mr. Ahl, seconded by Mr. Herman to have L. Lakas apply for a grant for an AED. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested the following:

Amend last month's **2023 Budget Highway Funds Transfer Memo** to reflect account DA9060.8 for the \$283.90 to be transferred from.

Highway per Wade:

- Need to transfer \$579.50 from DA5140.4 to DA5130.4
- Need to transfer 455674 from DA5110.4 to DA5130.4

General:

A1110.1 – Muni Court, Per Services

- This line is over by \$0.15

A1410.1 – Clerk, Per Services

- This line is over by \$90.00

A5132.4 – Garage, Contractual

- This line is over by \$265.30

A8020.4 – Planning, Contractual

- This line is over by \$185.00

A9030.8 – Social Security/Medicare

- This line is over by \$286.42

Request transfers for the above from *any funds available* in other lines.

General & Highway:

Approval to move money from any available funds to any remaining outstanding overdrawn lines, for 2023, if any, to prepare for closing.

On a motion by Mr. Hans Boxler, Jr, seconded by Mr. Ahl to approve the above transfers and information. Ayes: [4] May Boxler Flint Herman Ahl Noes: [0] Carried

Supervisor May requested a motion to approve the Supervisors Report. A motion was made by Mr. Boxler, Jr., seconded by Mr. Ahl to approve the Supervisor Report. Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

Zoning Report: no activity at this time. Supervisor May discussed the need to set forth a plan to develop setting an application fee for solar.

Supervisor May requested a motion to approve the meeting minutes from December 14, 2023. On a motion from Mr. Ahl, seconded by Mr. Herman, to approve the previous meeting minutes. Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

Highway Superintendent Report:

Since things are a little slower, we have been working on servicing our equipment. Changed tires on the mowing tractor, \$2000.00. Serviced the Chipper, put up new lights in the shop. [There was lengthy discussion on our truck fleet, old trucks, new trucks, BAN payments]

On a motion by Mr. Hans Boxler, Jr., seconded by Mr. Ahl, to authorize Mr. Roggow to purchase(order) the 2025 truck, this truck will not be ready until the end of 2025 as Tenco is 180 trucks backed logged, can complete 6 per month. Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

Town Clerk Report: The Towns total revenue for the month of December 2023 \$295.00, \$207.00 for dog licenses, \$40.00 for marriage license, \$40.00 for registrar, and \$8.00 for other. We had 4 new dog and 13 renewal licenses. To the general fund, \$128.50, Dogs were \$63.00, \$5.00 for late fee, \$3.00 for new tag, \$17.70 from marriage, \$40.00 for registrar. We disbursed \$115.00 to Wyoming County, \$29.00 to Ag and Markets for dogs and \$22.50 to NYSDOH. A copy of the Clerks annual report was also given to the Board for their review.

Correspondence: None

Supervisor May requested a motion to approve the 2023 Highway Fund Bills: Abstract #13 Vouchers #265 through #280 totaling \$87, 228.87. A motion was made by Mr. Herman, seconded by Mr. Boxler, Jr. to approve the payment of the Highway Fund bills. Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

Supervisor May requested a motion to approve the 2023 General Funds bills: Abstract #13 Vouchers #279 through #295, totaling \$8, 273.98. A motion was made by Mr. Ahl, seconded by Mr. Herman to approve the payment of the General Fund bills. Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

February 8, 2024

Town Board Meeting

Supervisor May requested a motion to approve the 2024 Highway Fund Bills: Abstract #1 Vouchers #01 through #10 totaling \$151, 586.38. A motion was made by Mr. Ahl, seconded by Mr. Herman to approve the payment of the Highway Fund bills. Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

Supervisor May requested a motion to approve the 2024. General Funds bills: Abstract #1 Vouchers #01 to #14, totaling \$18, 083.45. A motion was made by Mr. Ahl seconded by Mr. Boxler, Jr. to approve the payment of the General Fund bills. Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

The meeting was adjourned at 9:20pm on a motion by Mr. Herman, seconded by Mr. Boxler, Jr. to adjourn Ayes [4] May Boxler Flint Herman Ahl. Noes [0] Carried

Respectfully submitted

Rosann A. Lowder, RMC

Rosann A. Lowder, Registered Municipal Clerk
Town of Orangeville