

ORGANIZATIONAL MEETING-01-04-2021  
TOWN OF DIX

The Organizational Meeting of the Town of Dix was opened at 6:37 PM by Deputy Supervisor F. Joe Hammond.

PRESENT (at Town Hall): Deputy Supervisor F. Joe Hammond  
Town Clerk Helen Teed  
Bookkeeper Billie Jo Carnes  
Supervisor Harold Russell-6:45PM

PRESENT (on Computer-Zoom): Kristi Pierce-Computer Web-Master, Court Clerk, and  
Landfill Secretary  
Councilman David Hertel  
Councilman Jeffrey Meehan  
Superintendent of Highways Scott Yaw

ABSENT: Councilman Dominick Smith (On fire Call)

VISITOR: Penny Hammond

RESOLUTION #1: TO NAME NAOMI KINGSLEY AS DEPUTY CLERK/REGISTRAR, NAME KRISTI PIERCE AS COURT CLERK, AND NAME MICHAEL COLE AS DEPUTY SUPERINTENDENT OF HIGHWAYS FOR 2021.

On Motion by Councilman Hertel, seconded by Deputy Supervisor Hammond, Resolution was APPROVED: AYES: 3 NAYES: 0

RESOLUTION #2: INVESTMENT OF TOWN FUNDS-TOWN OF DIX INVESTMENT POLICY WILL BE FOLLOWED AND ENFORCED:

Official Depositories for 2021-Community Bank and Chemung Canal Bank

Official Newspaper-Watkins Review and Express, also allowing the Hi-Lites and Odessa File

Regular Meeting Night-4<sup>th</sup> Monday of the Month at 7 PM

Town of Dix Historian-Daniel Teed

Records Management Officer-Helen Teed

Spending Limit for the Town of Dix Highway Superintendent-\$2,500.00, amounts over minimum need to be approved by the Highway Committee

Spending Limit for Water and Sewer Department-Village of Watkins Glen Water and Sewer spending by Supervisor Authorized within budgeted monies not to exceed \$2,500.00.

Conferences, Seminars, and Workshop Expenses for Town Officers and Employees are Authorized, Expenses paid with Prior Intensions to Person's Supervisor and Within Budget.

Senior Tax Exemption same as the County's, Maximum Exemption \$16,700 on Graduated Scale.

On Motion by Councilman Meehan, seconded by Councilman Hertel, Resolution was APPROVED: AYES: 3 NAYES: 0

**RESOLUTION #3: AUTORIZING SUPERVISOR TO PRE-PAY ALL MONTHLY BILLS PRIOR TO MONTHLY BOARD MEETINGS.**

On Motion by Deputy Supervisor Hammond, seconded by Councilman Meehan, Resolution was APPROVED: AYES: 3 NAYES: 0

**PROCUREMENT POLICY-UPDATE (LAST UPDATED 2007)**

**RESOLUTION #4: APPOINTMENT OF COUNCILMAN JEFF MEEHAN TO THE SANITARY LANDFILL COMMISSION**

On Motion by Deputy Supervisor Hammond, seconded by Councilman Hertel, Resolution was APPROVED: AYES: 3 NAYES: 0

**RESOLUTION #5: APPOINTMENT OF F. JOE HAMMOND TO DEPUTY SUPERVISOR**

On Motion by Councilman Meehan, seconded by Supervisor Russell, Resolution was APPROVED: AYES: 3 NAYES: 0

**RESOLUTION #6: APPROVE DR. JAMES WINKLER AS HEALTH OFFICER AND APPOINT MICHAEL DENARDO AS PLANNING BOARD CHAIRMAN**

On Motion by Deputy Supervisor Hammond, seconded by Supervisor Russell, Resolution was APPROVED: AYES: 4 NAYES: 0

Superintendent of Highways Scott Yaw has received 12 to 15 Resumes' for the Open Highway Department Job.

-2 guys didn't come in the weeks before and during Christmas, 1 using his sick time, the other off for Covid.

-Had to replace blade on the 5500

-Filled a pot hole

On Motion by Councilman Hertel, seconded by Councilman Meehan, Motion to ADJOURN: 6:53 PM.

Respectfully Submitted-----Helen J. Teed  
Town Clerk, Town of Dix