

Town of Dix  
Public Hearing  
Organizational Meeting  
Jan. 13, 2025

Present: Supervisor Dominick Smith  
Councilman Jeffrey Meehan  
Councilman Brian Ervay  
Councilman Alan Gregory  
Town Clerk Naomi C. Kingsley

Supervisor Smith called the Organizational meeting to order at 6:00 pm followed by the Pledge of Allegiance.

Alan Gregory took the Oath of Office of Councilman.

Appointments:

Dep Clerk/Registrar/Tax Collector-Rebekah Brown  
Court Clerk-Kristi Pierce  
Dep Highway Super-Mike Cole  
Dep Supervisor-Brian Ervay  
Sanitary Landfill Commission-Jeff Mehan  
Health Officer-Ben Saks  
Planning Board Chair-Mike DeNardo, Sue Cook Sec, Tim Hudson VP  
Water and Sewer Committee-Alan Gregory & Dominick Smith  
Highway Committee-Alec Moore and Brian Ervay  
Council of Governments-Dominick Smith & Brian Ervay  
Justice Committee-Alan Gregory and Jeff Mehan  
Audit Committee-yearly-Dominick & Alec Moore  
Solar Committee-Alec Moore and Brian Ervay  
FD Committee-Alan Gregory and Jeff Mehan  
Short Term Rental Review Committee-Brian Ervay and Mike DeNardo  
Historian-  
Record Management-Naomi Kingsley  
EMC-

Resolution #1 – offered by Gregory, seconded by Ervay  
Resolve to approve all the above appointments. Ayes 3, Nays 0.

Resolution #2 – offered by Gregory, seconded by Ervay  
Resolve to make the Watkins Glen Review and Express, Schuyler Hi-Lites and the Odess File as official Newspapers and Chemung Canal Trust Company as the Official Depository. The Town Facebook page and website will also be used for advertising. Ayes 3, Nays 0

Resolution #3 – offered by Ervay, seconded by Meehan  
Resolve that the Town's Investment Policy will be enforced and followed. Mileage rate for the year is \$0.67/per mile. Ayes 3, Nays 0.

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Resolution #4 – offered by Gregory, seconded by Ervay  
Resolve to approve the following salary schedule for 2025. Ayes 3, nays 0.

<b>Employee Name</b>	<b>Title</b>	<b>Hourly</b>	<b>Annual</b>
Brian Ervay	Council Member		\$3,000.00
Alec Moore	Council Member		\$3,000.00
Jeffrey Meehan	Council Member		\$3,000.00
Alan Gregory	Council Member		\$3,000.00
Kristina Vondracek	Town Justice		\$10,000.00
Kristi Pierce	Court Clerk		\$5,000.00
Dominick Smith	Town Supervisor		\$12,000.00
Brian Ervay	Deputy Town Supervisor		\$2,500.00
Naomi Kingsley	Tax Collector		\$8,000.00
Rebeka Brown	Deputy Tax Collector		\$5,000.00
Dominick Smith	Budget Officer		\$6,000.00
Naomi Kingsley	Town Clerk		\$14,000.00
Rebeka Brown	Deputy Clerk		\$6,500.00
Penny Hammond	Cleaner		\$3,000.00
Scott Yaw	Highway Supervisor		\$54,000.00
Ben Saks	Health Officer		\$800.00
TBD	Code Enforcement Officer		\$28,000.00
Zoning Board Chair	Zoning Board Chair		\$400.00
Zoning Board Secretary	Zoning Board Secretary		\$800.00
Mike DeNardo	Planning Bd Chair		\$1,500.00
Tim Hudson	Planning Bd Vice Chair		\$800.00
Sue Cook	Planning Bd Sec		\$800.00
Steve Oliver	Planning Bd Member 1		\$700.00
Rick Reisinger	Planning Bd Member 2		\$700.00
Grievance Board	3 Members		\$1,500.00
Michael Cole	Motor Equipment Operator	\$22.85	
Todd Kennedy	Motor Equipment Operator	\$22.00	
Mark Wood	Motor Equipment Operator	\$22.00	
Tyler Kennedy	Motor Equipment Operator	\$21.50	

Resolution #5 – offered by Ervay, seconded by Meehan  
Resolve that Regular Monthly meetings will be held the second Monday of each month at 6:30 pm. Ayes 3, Nays 0

Resolution #6 – offered by Ervay, seconded by Moore

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Resolve that the spending limit for water and sewer by Supervisor is up to \$2,500.00. Ayes 0, Nays 0

Resolution #7 – offered by Gregory, seconded by Ervay

Resolve that all expenses for attending Conferences, Seminars and Workshops will be paid for by the Town if it is in the budget and approved for by the Board PRIOR to attending. Ayes 3, Nays 0

Resolution #8 – offered by Meehan, seconded by Ervay

Resolve to authorize the Supervisor to pre-pay all regular Utilities, Insurances and Contracts approved by the Board, and any others to keep the Town Operational. Ayes 3, Nays 0

Resolution #9 – offered by Gregory, seconded by Ervay

Resolve to approve the Procurement on file in the Town Office. Ayes 3, Nays 0

Resolution #10 – offered by Meehan, seconded by Gregory

Resolve to accept the following Holiday Schedule. Ayes 3, Nays 0

Wednesday, January 1 <sup>st</sup>	New Year's Day Observed
Monday, February 17 <sup>th</sup>	Presidents Day
Friday, April 18 <sup>th</sup>	Good Friday
Monday, May 26 <sup>th</sup>	Memorial Day
Friday, July 4 <sup>th</sup>	July 4 <sup>th</sup>
Monday, September 1 <sup>st</sup>	Labor Day
Monday, October 13 <sup>th</sup>	Columbus Day
Tuesday, November 11 <sup>th</sup>	Veterans Day
Thursday, November 27 <sup>th</sup>	Thanksgiving Day
Friday, November 28 <sup>th</sup>	Day After Thanksgiving
Thursday, December 25 <sup>th</sup>	Christmas Day
Thursday, January 1 <sup>st</sup> , 2026	New Year's Day

Resolution #11 – offered by Gregory, seconded by Meehan

Resolve to approve the Blood Bourne Exposure Control Plan on file in the Town Office. Ayes 3, Nays 0.

Councilman Gregory requested that an item be added to the standard agenda format. He requested that the category "Councilmen" be added to the Reports section after Deputy Supervisor.

Supervisor Smith closed the meeting at 6:17 pm