

AGENDA
PENDLETON TOWN BOARD
January 12, 2014

8:00 P.M. Regular Board Meeting, Organizational Board Meeting

Call meeting to order - Invocation-Salute to the flag

Roll Call

Amendments/additions/deletions

Communications

Public Remarks/comments on Agenda items-15 minute time frame- 3 minutes per person

Routine Business:

- Minutes – Regular meeting December 8th.
- Expenditures authorized and paid for the month of December

General Fund	\$ 36,059.50
Highway	\$ 45,199.99
Water	\$ 11,074.40
Sewer	\$ 25,299.46
Refuse	\$ 38,484.70
Trust & Agency	\$ 15,126.21

Other Reports:

- Supervisor's Report:
 - Tax collected for November 2014-\$127,527.89. Compared with \$114,646.50 for November 2013. (an increase of \$12,881.39). Year to date received is \$1,480,142.01, which is an increase of \$17,762.67 from 2013.
- Committee appointments:

Ordinance Violations

Building and Capital Improvements

Business Development Committee

Fire Company Service Awards

Fire Board

Insurance

Publicity

Sewer & Water

Ditching and Highway

Recreation

Trails

Ethics

**First person denotes Chairman

- Supervisor's appointments:
 - Deputy Supervisor – Ed Harman
 - Town Historian – Tori Pellish
 - Budget Officer – Don Bergman

- Assign annual department audits:
 - Chief Fiscal Officer
 - Town Clerk/Tax Collector
 - Town Justices-Judge Murphy
 - Judge Maziarz
 - Water-Sewer Clerks

- Councilman Leible
- Councilman Morrison
- Councilman Jarvis
- Councilman Fischer
- Attorney Joerg
- Engineer Britton

New Business

1.

Organizational-Fiscal/Appointments/Agreement

1. Bank Depositories
 - a. First Niagara
2. Town official newspaper
 - a. Union Sun & Journal
3. Petty Cash Funds
 - a. Town Clerk-\$200.00
 - b. Tax Collector-\$100.00
 - c. Water-\$150.00
 - d. Sewer-\$100.00
4. Designate Town Board Meeting

5. Payroll
 - a. **Bi-weekly** - Supervisor, Town Clerk, Assessor, Highway Superintendent, Highway personnel, Water/Sewer Superintendent, Sewer, and Water Dept. personnel, Building Inspectors, general clerks, laborers, justice clerks and Planning Board Administrative Assistant
 - b. **Quarterly** - Town Justices, Councilmen, Dog Control Officer
 - c. **Annual** - Planning Board, Zoning Board of Appeals, Conservation Committee, Board of Assessment Review, Registrar of Vital Statistics, Budget Officer, and Historian
6. Court Security Officers
 - Patrick Williams
 - George Julius
 - Joe Moll
 - Joe Chilli
 - Lynn Campbell
7. Town Engineer
8. Planning Board
 - a. One 7 yr. appointment
9. Zoning Board of Appeals
 - a. One 5 yr. appointment
10. Conservation Committee
 - a. One 2 yr appointment
11. Recreation Committee
 - a. One 7 yr. appointment
12. Prosecutor
13. Records of Management Officer, and Registrar of Vital Statistics
Investigator of Bingo Licenses and Games of Chance
14. Appointment of Board/Committee Chairman
 - a. Planning Board
 - Chairman
 - Administrative Assistant
 - b. Zoning Board of Appeals
 - c. Conservation Board
15. Authorization for Code Enforcement Officer to issue violations, using proper notification procedures, for grass cutting of unkempt properties per Town Code
16. Stormwater Management Officer (SMO)

17. Mileage reimbursement
 - a. Reimbursement (per IRS) to be paid by voucher on a monthly basis to the Supervisor, Highway Superintendent, members of the Town Board, Town Clerk, Deputies, Assessor, Dog Control Officer, Town Justices and Court Clerks
18. Procurement Policy
19. Code of Ethics
 - Appoint Ethics Committee
20. Authorize Supervisor to invest surplus monies pursuant to Town Law, pay principle and interest on debts, pay utility and necessary bills prior to audit.
21. Authorize the Highway Superintendent to purchase stone, oil, culvert pipe etc. at county prices within the budget
22. Authorize membership for the Town of Pendleton in the New York State Association of Towns.
23. Authorize membership for the Town of Pendleton in the County Supervisors Association.
24. Authorize Tax Collector membership in the New York State Association of Tax Collectors.
25. Authorize for Supervisor to sign the following agreements:
 - a. Wendelville Volunteer Fire Co. for Fire Protection for \$290,801.00.
 - b. Wendelville Volunteer Fire Co. for fuel
 - c. PABA for the amount of \$1,500.00
 - d. N. Tonawanda & Lockport Public Library-\$15,000.00 each
 - e. NIACAP for \$1,500.00

Public remarks/comments

Board Members Discussion

- Set date and time for work session

Adjournment