TOWN OF EVANS

ANNUAL ORGANIZATIONAL MEETING MINUTES JANUARY 10, 2018

Councilmembers:
Hon. Jeanne M. Macko
Hon. Michael R. Schraft

Supervisor:
Hon. Mary K. Hosler

RESOLUTION 2018-001

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED: that the voting order for Town Board Meetings is hereby set as follows: Councilwoman Macko, Councilman Schraft, Supervisor Hosler, effective January 10, 2018.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-002

Councilman Schraft moved and Supervisor Hosler seconded,

RESOLVED: that Jennifer Farrell is hereby appointed Town Attorney for the Town of Evans in accordance with Section 24 of the Town Law, and that she be compensated at a rate of $45,000.00 per year, payable bi-weekly, effective January 1, 2018.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - NAY
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-003

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED: that Michael R. Schraft, is hereby appointed Deputy Supervisor, with no additional compensation.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-004

Councilman Macko moved and Councilman Schraft seconded,

WHEREAS, the Town accepted the resignation of Judge Anthony Barone, effective December 20, 2017, and

WHEREAS, the Town, effective December 20, 2017, temporarily appointed Town Justice Dennis Glascott to assume Judge Barone's responsibilities as Town Justice in addition to Judge Glascott's responsibilities as an elected Town Justice;

NOW, THEREFORE, BE IT RESOLVED, that Moira Cooper be appointed as interim Town Justice to immediately assume Judge Barone's responsibilities as Town Justice, compensated at a rate of $22,819.00 per year, pro-rated, payable bi-weekly, effective immediately.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-005

Councilman Schraft moved and Supervisor Hosler seconded,

RESOLVED: that Jennifer Farrell and Michelle Parker be appointed as Town Prosecutors for the calendar year 2018 to prosecute non-criminal violations within the jurisdiction of the Town of Evans Justice Court, subject to the confirmation of the Erie County District Attorney and that they be compensated for the calendar year 2018 in the amount of $10,605.00 each, payable bi-weekly, and report to the Town Attorney for their duties, responsibilities and assignments as directed by the Town Board.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-006

Supervisor Hosler moved and Councilman Macko seconded,

RESOLVED: that in all matters of parliamentary procedure Robert's Rules of Order shall prevail, except where such Rules are inconsistent with local rule or resolution pertaining to the conduct of Town Business.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-007

Councilman Macko moved and Supervisor Hosler seconded,

RESOLVED: that the order of business for the conduct of the Town of Evans Town Board Meetings for the year 2018 shall be as follows:

I. Call the Meeting to Order
II. Pledge of Allegiance

III. Roll Call
IV. Approval of the Minutes
V. Communications
VI. Privilege of the Floor on Meeting Agenda Items
VII. Public Hearing and Bid Openings
VIII. Committee and Department Head Reports
IX. Town Clerk Reports
X. Old Business
XI. Resolutions
XII. Licenses
XIII. Audit of Bills
XIV. Privilege of the Floor on other issues
XV. Adjournment

BE IT FURTHER RESOLVED: Privilege of the Floor is adopted as follows:

The Town of Evans appreciates input from the General Public during the Privilege of the Floor period which is offered at each Regular Meeting of the Town Board, the following policy will be enforced at every meeting:

- Speakers must be recognized by the presiding officer;
- Speakers must state their name, address and organization, if any;
- The public shall only be allowed to speak during the designated period of the meeting;
- Comments shall be related to Town of Evans business only;
- Speakers will be limited to three (3) minutes per person per period which may be timed;
- Speakers may not yield any remaining time they may have to another speaker;
- All remarks must be addressed to the Town Board as a body and not to any individual member thereof;
- Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste;
- Unacceptable behavior will not be tolerated and may result in removal from the building and/or loss of future privileges of the floor.

In addition, interested parties or their representatives may address the Town Board by written communication. Any documents submitted to the Town Board will be accepted and filed for one (1) year.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-008

Councilman Schraft moved and Supervisor Hosler seconded,

RESOLVED: that the following rules will govern the conduct of business for the Town Board Meetings:

A. The agenda shall include resolutions, bills and reports. All resolutions to be included on the agenda shall be submitted to the Supervisor's Office by 12:00 P.M. on the Friday preceding the Board Meeting, and the Supervisor's Office shall submit same to the Town Clerk's Office by 2:00 P.M. on the Monday preceding the Board Meeting.

B. By 4:00 PM on the Monday preceding the Board Meeting, the Town Clerk or the Town Supervisor shall distribute a copy of the agenda to each Board Member and the Town Attorney in electronic form and shall include all written resolutions and important correspondence.

C. The agenda shall not be departed from except with a two-thirds vote of the entire Town Board.

D. If the Town Board has voted to depart from the agenda, as provided above, the Town Board may, by a two-thirds vote of the entire Town Board, require that any resolutions not on the agenda be produced in written form prior to a vote being taken on such resolution.

E. All matters shall be continued on the agenda until disposed of. All matters not disposed of shall be tabled and taken from the table only by a majority vote of the entire Town Board.

F. Correspondence shall be filed with the Town Clerk and retained for one (1) year, pursuant to the retention schedule.

G. Whenever the Town Board amends a resolution passed at a previous meeting, there shall be added to the official record of minutes of such previous meeting a marginal notation referring to the subsequent amending action.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-009

Councilman Macko moved and Councilman Schraft seconded,

WHEREAS: the Town Law requires the town board of every town of first class to hold at least one (1) meeting in each month of the year:

RESOLVED: that the Town Board of the Town of Evans shall hold its REGULAR MEETINGS at 7:00 PM on the following dates in **2018:**

January 10, 17
February 7, 28
March 7, 21
April 4, 18
May 2, 16
June 6, 20
July 18
August 1, 15
September 5, 19
October 3, 17
November 7, 14
December 5, 19;

and be it further

RESOLVED: that each such meeting shall be preceded by an AGENDA MEETING to be held at 6:00 PM; and be it further

RESOLVED: that WORK SESSIONS of the Town of Evans shall be held at 6:00 PM on the following dates in **2018**, unless otherwise noted:

January 24
February 28 (5:00 pm)
March 14, 28
April 11, 25
May 9, 23
June 13, 27
July 25
August 8, 22
September 12, 26
October 10, 24
November 14 (5:00 pm), 28
December 12

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-010

Supervisor Hosler moved and Councilman Macko seconded,

RESOLVED: that the regular hours of the Evans Town Hall shall be from 8:00 AM to 4:00 PM Monday, Tuesday, Thursday, Friday, and Wednesday from 9:00 AM to 5:00 PM.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE

Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-011

Councilman Schraft moved and Councilman Macko seconded,

RESOLVED: that the following holidays will be observed as paid holidays by the full-time employees of the Town of Evans not covered by a collective bargaining unit:

New Year's Day	1/1	Columbus Day	10/8
Martin Luther King	1/15	Election Day	11/6
President's Day	2/19	Veterans Day	11/12
Good Friday	3/30	Thanksgiving Day	11/22
Memorial Day	5/28	Day after Thanksgiving	11/23
Independence Day	7/4	Day before Christmas	12/24
Labor Day	9/3	Christmas	12/25

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-012

Councilman Macko moved and Councilman Schraft seconded,

RESOLVED: that Supervisor Hosler be and hereby is permitted to sign her signature by facsimile pursuant to Town Law, and be it further

RESOLVED: that Paychex, Inc. is authorized to issue checks in payment of payroll for the Town of Evans under a facsimile as they may designate as long as their services are needed by the Town.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-013

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED: that Evans Bank, Manufacturers and Traders Trust Company, and/or Chase/JP Morgan Bank be and hereby are designated Depositories in which all Town monies shall be deposited into properly designated accounts.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-014

Councilman Schraft moved and Councilman Macko seconded,

RESOLVED: that Evans Bank, Manufacturers and Traders Trust Company, and/or Chase/JP Morgan Bank be and hereby are designated as the depositories for the Town Clerk's accounts. The Town Clerk shall deposit all funds received by her for the Town of Evans therein: these designations being pursuant to the authority contained in Section 64, Subdivision 1 of the Town Law, and be it further

RESOLVED: that the Town Clerk be and the same is hereby authorized to deposit, from time to time, with Evans Bank, Manufacturers and Traders Trust Company, and/or Chase/JP Morgan Bank, such funds as come into the hands of said Town Clerk in Negotiable Order of Withdrawal accounts, Certificates of Deposit and/or time Deposit Accounts, as the said Town Clerk may from time to time elect, but that any such deposits shall be made in such a fashion that they shall mature, without penalty, sufficiently in advance of any date required for the transmittal of such funds to any municipal body entitled to the same, so long as same are fully collateralized.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-015

Councilman Macko moved and Supervisor Hosler seconded,

RESOLVED: that the *Dunkirk Observer* is hereby designated as the official newspaper of the Town of Evans for the calendar year 2018, and that the Hamburg Sun and/or Buffalo News may be used if additional coverage is needed.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-016

Councilman Macko moved and Councilman Schraft seconded,

RESOLVED: Investment Policy -- The objectives of the Investment Policy of the Town of Evans are to minimize risk; to insure that investments mature when the cash is required to finance operations; and to insure a competitive rate of return.

In accordance with the policy, the Chief Fiscal Officer is hereby authorized to invest all funds, including proceeds of obligations and reserve funds in:

Certificates of Deposit/Time Deposits Accounts with Evans Bank, Manufacturers and Traders Trust Company, and/or Chase/JP Morgan Bank.; and

Repurchase Agreements involving the purchase and sale of direct obligations of the United States; and

All other Town Officials receiving money in their official capacity must deposit such funds in negotiable order of withdrawal accounts with Evans Bank, Manufacturers and Traders Trust Company, and/or Chase/JP Morgan Bank.

COLLATERAL - All Town deposits shall be fully secured by insurance of the Federal Deposit Insurance Corporation or by obligations of New York State or obligations of the United States or obligations of federal agencies the principal and interest of which are guaranteed by the United States or obligations of New York State local governments. Collateral shall be held by the seller bank's trust department or its designate. The market value of collateral shall at all times equal or exceed the principal amount of the certificate of deposit. Collateral shall be monitored no less frequently than quarterly.

Investments in time deposits/certificates of deposit and repurchase agreements are to be made with banks or trust companies.

The Town will encourage the purchase and sale of investments through a competitive or negotiated process involving telephone solicitation of at least two bids for each transaction.

At the time independent auditors conduct the annual audit of the accounts and financial affairs of the Town, the independent auditors shall audit the investments of the Town for compliance with the provisions of these Investment Guidelines.

The provisions of these Investment Guidelines any amendments hereto shall take effect prospectively, and shall not invalidate prior investment.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-017

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED, that the following individuals are authorized signatures for the following Town of Evans Accounts with the Evans Bank, Angola, New York 14006:

Asset Forfeiture Fund - Police (xxxxx4000)	Douglas Czora, Chief of Police
Police Reserve (x2001)	Mary K. Hosler, Supervisor
Combined Checking (xxx2468)	Mary K. Hosler, Supervisor

Combined Savings (xxxx2400) Brittany Gloss, Director of Finance
Certificate of Deposit (xx0030)
SRO Account (xx4020)
Tax Reserve (xxxxxx4001)
BAN Account (xx4000)
TA Checking (xxx6573)
Payroll (xxxxx0000)
T&A Greenspace (xxxxx5000)
Grant Reserve (xx4001)
Municipal DDA (xx9000)
Revolving Loan (xx6000)
Statement Savings (xx3360)
Senior Meal Plan Account (xx9809);

AND, BE IT FURTHER RESOLVED, that Supervisor Mary K. Hosler and Director of Senior Services Veronica Sullivan shall be signatories on the Senior Activity Account (xx9775), with the Director of the Senior Services to provide a reconciliation report for the Senior Activity Account and petty cash along with a report of fundraising activity to the Supervisor by the 15th of each month;

AND, BE IT FURTHER RESOLVED, that Mary K. Hosler, Town of Evans Supervisor will remain as the designated System Administrator of the online banking.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-018

Councilman Schraft moved and Supervisor Hosler seconded,

RESOLVED: that the wages of all personnel are hereby established for 2018 in accordance with the Union Contracts in effect with the following Collective Bargaining Units:

IBEW #41
PBA (Police Benevolent Association)
CSEA
UAW - Amalgamated Local 55
SEIU

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-019

Councilman Schraft moved and Supervisor Hosler seconded,

RESOLVED: that the following Town's elected officials be salaried as budgeted effective January 1, 2018 as follows:

Supervisor	$40,000
Councilman (2)	15,300
Town Clerk	56,365
Superintendent of Highways	69,838
Town Justice (2)	22,819

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-020

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED: that the Town Board acknowledges the appointment made by the Supervisor of Keith Young of Angola, New York as the Town of Evans Historian for the calendar year 2018.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-021

Councilman Macko moved and Supervisor Hosler seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby approve Town Justice Glascott's appointment of Amanda Ciccarella as Clerk to Town Justice Glascott, for the year 2018, and salary as set forth in the IBEW CBA; and

BE IT FURTHER RESOLVED, that an additional annual stipend of $2,000, be paid bi-weekly, for the additional duties and responsibilities including but not limited to managing Office of Court Administration compliance issues, scheduling, time sheet review, and best practices to improve the Court's efficiency and effectiveness.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-022

Supervisor Hosler moved and Councilman Macko seconded,

RESOLVED: that the Town Justices be authorized to employ court stenographers and interpreters if and when necessary.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-023

Councilman Schraft moved and Supervisor Hosler seconded,

RESOLVED: that the following Town Officials and/or Department be and are hereby authorized to continue their Petty Cash Funds in the amounts set forth, and further that they present a monthly report to the Town Board concerning their Petty Cash Funds:

Lynn M. Krajacic, Town Clerk	$650.00
Justice Department	$100.00
Parks Department	$ 50.00
Senior Center	$200.00

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-024

Councilman Macko moved and Supervisor Hosler seconded,

WHEREAS: the Town Board adopted a procurement policy on February 3, 2016, Resolution 2016-116

RESOLVED: that the procurement policy adopted February 3, 2016, Resolution 2016-116 is hereby reaffirmed.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-025

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED: that the Secretaries of the Zoning Board of Appeals, Board of Assessment Review, and Planning Board shall be an employee of the Town of Evans, and shall receive compensation time equal to the amount of time spent in attendance at meetings required to attend by the Chairman, and may complete the preparation of minutes and notices during normal work hours, and be it further

RESOLVED: that all meeting and public notices of the Zoning Board of Appeals, Board of Assessment Review, and Planning Board shall be published on the calendar

on the Town website, and approved meeting minutes shall be posted to the Document Center on the Town website.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-026

Councilman Schraft moved and Councilman Macko seconded,

RESOLVED: that the mileage allowance for town personnel utilizing their own vehicles on Town business shall be the prevailing Federal Guideline; and be it further,

RESOLVED: that lodging reimbursement rates shall be actual costs incurred. Meal and incidental per diem rates shall be in accordance with the current and prevailing federal guidelines for the respective locations. Individual local lunch rates shall be set at $15.00, for seminars.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-027

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED: That all fixed asset transactions with value exceeding $5,000 for capital assets shall be formally recorded for financial statement purposes.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-028

Councilman Macko moved and Councilman Schraft seconded,

WHEREAS: the Town of Evans does provide a town-owned vehicle to the Superintendent of Highways, and

WHEREAS: the Town of Evans is subject to Internal Revenue Service Regulations which require substantiation of personal and business use of Town-owned vehicles

NOW THEREFORE BE IT RESOLVED: that the Town of Evans Superintendent of Highways shall maintain a daily mileage log and provide such substantiation to the Payroll Office on a quarterly basis so that proper payroll adjustments are made in accordance with the law.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-029

Supervisor Hosler moved and Councilman Macko seconded,

WHEREAS: Section 142 of the Highway Law requires the Town Board to approve all purchases of equipment, tools and other implements utilized for the highway maintenance in excess of $1,000.00 per year, and

WHEREAS: Section 103 of the General Municipal Law requires public bidding for purchases of equipment in excess of $20,000.00 for materials only and $35,000.00 for municipal contracts, and

WHEREAS: the Superintendent of Highways of the Town of Evans makes numerous purchases from time to time throughout the year in total not to exceed the detail line Items within the annual budget, and

WHEREAS: pursuant to Section 142 of the Highway Law, it is desirable to the Town Board to authorize the Superintendent of Highways to purchase said equipment, tools and other implements in excess of $1,000.00. Now therefore be it

RESOLVED: that the Superintendent of Highways is hereby authorized to, without prior approval of the Town Board, purchase equipment, tools, and other implements to be used for highway maintenance, construction, or reconstruction, snow plows or other devices for the removal of snow from highways in a sum not to exceed the limitations as prescribed under Section 103 of General Municipal Law as amended from time to time and in accordance with the Town's procurement policy.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-030

Councilman Schraft moved and Councilman Macko seconded,

RESOLVED: that Lynn M. Krajacic, Town Clerk be and hereby is appointed custodian of the Town of Evans records and the vault at no additional compensation.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE

Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-031

Councilman Schraft moved and Supervisor Hosler seconded,

RESOLVED: That the Town Board of the Town of Evans establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System:

a. Full Time Union and Non Union Employees - 8 hours
b. Regular Part Time (RPT) Employees - 8 hours
c. Part Time Employees - 8 hours
d. Seasonal Employees - 8 hours

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-032

Councilman Schraft moved and Councilman Macko seconded,

RESOLVED: that the firms of Goldberg, Segalla and Mugel and Bond, Schoeneck & King PLLC are hereby approved to be retained for Labor Law and Legal Issues as needed at an hourly rate not to exceed $255.00 and travel time $200.00 per hour as needed.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-033

Councilman Macko moved and Supervisor Hosler seconded,

RESOLVED: that the Drainage Committee will consist of the following members:

Drainage Coordinator/Chair
Stormwater Management Officer
Representative from Town Engineering Firm
Town Supervisor

The dates and times of Drainage meetings will be scheduled and advertised by the Drainage Coordinator/Chair.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE

Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-034

Councilman Schraft moved and Councilman Macko seconded,

RESOLVED: that Supervisor Mary K. Hosler be named as "Appointing Officer" of the Town of Evans. Per Section 2 of the Civil Service Law, the "Appointing Officer" signs appointment forms and personnel changes submitted to his/her office; certified that the Civil Division payroll is accurate and in accordance with Civil Service Law; canvasses eligible lists and performs the functions relating to Civil Service Law; signs PO-1M Forms reporting appointments, terminations and other personnel changes to Erie County Department of Personnel.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-035

Councilman Macko moved and Supervisor Hosler seconded,

RESOLVED: that the firm of Bennett, DiFilippo & Kurtzhalts, LLP, Holland, NY, Leonard Berkowitz, Esq., Orchard Park, NY, and the firm of Bengart & Demarco, LLP, Tonawanda, NY, are hereby approved to be retained for matters regarding real property tax assessment matters and related issues, as needed, at an hourly rate not to exceed $200.00 per hour

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-036

Supervisor Hosler moved and Councilman Schraft seconded,

RESOLVED: that the firm of Bond, Schoeneck & King PLLC, Buffalo, NY, is hereby approved to be retained for matters regarding land use and related issues, as needed, at an hourly rate not to exceed $230.00 per hour.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-037

Councilman Schraft moved and Councilman Macko seconded,

RESOLVED: that Lynn M. Krajacic, Town Clerk is hereby appointed Records Management Officer at no additional compensation.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-038

Councilman Schraft moved and Supervisor Hosler seconded,

WHEREAS, the State Domestic Relations Law, Section 11-c authorized Town Boards to appoint Marriage Officer(s) who shall have the authority to solemnize marriages with the Town,

BE IT RESOLVED: that Paul T. Cooper is appointed Marriage Officer for the Town of Evans, pursuant to the foregoing, effective January 1, 2018 to December 31, 2018.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2017-039

Supervisor Holser moved and Councilman Schraft seconded,

RESOLVED: that the part time police department personnel, clerks, seasonal laborers and maintenance/custodial workers are hereby appointed, in accordance with provisions of Civil Service rules, as per the attached list Exhibit A, for the year 2018 with their respective rates.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-040

Councilman Schraft moved and Supervisor Holser seconded,

RESOLVED: that the appointments and continued service of previous appointments to the Town of Evans Planning Board, Board of Assessment Review, Zoning Board of Appeals, and various advisory boards, committees, and task forces are confirmed as set forth in the attached Exhibit B, with no additional compensation.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - NAY
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-041

Supervisor Holser moved and Councilman Schraft seconded,

RESOLVED: that the various miscellaneous appointments to the Town of Evans are confirmed as set forth in Exhibit C, with corresponding compensation, term to expire December 31, 2018.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-042

Councilman Macko moved and Councilman Schraft seconded,

RESOLVED: the following appointments are hereby made and pay rates established in the Police Department for the Year 2018. (See Exhibit C)

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-043

Supervisor Holser moved and Councilman Macko seconded,

WHEREAS, Thomas Dziedzic was retained as the Labor Relations Consultant for the Town of Evans through December 31, 2017, at a rate of $2,000 per month.

NOW, THEREFORE, BE IT RESOLVED, that Thomas Dziedzic's retainer be extended to December 31, 2018, continued at a rate of $2,000 per month, payable in two separate disbursements of $10,000 on or about July 1, 2018 and $14,000 on or about January 15, 2019.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - NAY
Councilman Schraft - NAY
Supervisor Hosler - AYE

RESOLUTION 2018-044

Councilman Schraft moved and Supervisor Holser seconded,

RESOLVED: that notification by Supervisor of committee liaison appointments for 2018 are as follows:

Supervisor Hosler	Councilwoman Macko	Councilman Schraft
Senior Board	Lake Erie Beach Task Force	Agriculture Board
At-Risk/Vacant Property	Sturgeon Point Advisory Board	Veterans Board
Landfill Solid Waste/Recycling	Recreation Advisory Board	Fire/EMS
Economic Development	Utilities	Conservation/Climate Smart
	Disabilities	Ethics Board

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - NAY
Councilman Schraft - AYE
Supervisor Hosler - AYE

RESOLUTION 2018-045

Supervisor Holser moved and Councilman Schraft seconded,
to adjourn the annual Organizational meeting to the regularly scheduled January 10, 2018 Town Board meeting.

VOTE RESULT: ROLL CALL VOTE
Councilman Macko - AYE
Councilman Schraft - AYE
Supervisor Hosler - AYE

Open Meetings Law, Public Officers Law, Article 7, §106. Minutes.
Minutes shall be taken at all open meetings of a public body which shall consist of a record or summary of all motions, proposals, resolutions and any other matter formally voted upon and the vote thereon.

These minutes are an unofficial copy unless the original signature of the Town Clerk is affixed below. The original official paper minutes are stored in the Town's vault.

Respectfully Submitted,

Lynn M. Krajacic, RMC
Town Clerk

Town of Evans

Exhibit A - 2018

Department	Position	G/L Account #	Name	2018 Rate of Pay	Frequency	Increase
Highway	PT Custodian	A5010.111.00	James McMurray	$ 70.00	per week	$ -
Highway	PT Clerk	A5010.111.00		$ 12.00	per hour	$ -
Highway	PT Laborer - 1st year	DB5110.112.00	open	$ 11.50	per hour	$ 0.50
Highway	PT Laborer - 2nd year	DB5110.112.00	open	$ 12.00	per hour	$ 0.50
Highway	PT Laborer - 3rd year	DB5110.112.00	open	$ 12.50	per hour	$ 0.50
Highway	Truck Driver	DB5110.112.00	open	$ 15.00	per hour	$ -
Plant Operation	Maintenance	A1620.111.00	John Dutchess	$ 12.00	per hour	$ 1.00
Plant Operation	Maintenance	A1620.111.00	Karen Dybowski	$ 11.50	per hour	$ 0.50
Plant Operation	Electrican	A1620.111.00	open	$ 12.00	per hour	$ -
Plant Operation/Parks	DPW & Maint. Project Cordinator	A1620.111.00	John Latimore	$ 14.00	per hour	$ -
Safety Inspection	PT Building Inspector	B3620.111.00	Richard Vasile	$ 15.00	per hour	$ -
Safety Inspection	PT Property Maintenance	B3620.111.00	Vincent Gugliuzza	$ 15.00	per hour	$ -
Program for the Aging	PT Van Driver	A7610.111.02	John Fowler	$ 10.40	per hour	$ 0.40
Program for the Aging	PT Van Driver	A7610.111.02	John Kurz	$ 10.40	per hour	$ 0.40
Program for the Aging	PT Van Driver	A7610.111.02	Robert Stoessel	$ 10.40	per hour	$ 0.40
Program for the Aging	PT Van Driver	A7610.111.02	Mary Leppard	$ 10.40	per hour	$ 0.40
Program for the Aging	PT Custodian	A7610.111.01	Angelo Rizzuto	$ 10.40	per hour	$ 0.70
Program for the Aging	PT Clerk	A7610.111.01	vacant	$ 12.00	per hour	
Parks	Seasonal Laborers(5)	A7110.112.00	vacant	$ 11.50	per hour	$ 1.00
Parks	Laborers - Ext. (2)	A7110.112.00	vacant	$ 12.00	per hour	$ 1.00
Parks	Gateguards(4)	A7110.112.00	vacant	$ 10.40	per hour	$ 0.70
Pool	Captain (1)	A7180.112.01	vacant	$ 12.00	per hour	$ 0.50
Pool	Lifeguards (2)	A7180.112.01	vacant	$ 11.50	per hour	$ 0.50
Pool	Gateguards(3)	A7180.112.01	vacant	$ 10.40	per hour	$ 0.70
Special Rec. Facilities - Marina	Seasonal Laborers(6)	A7180.111.03	vacant	$ 11.50	per hour	$ 0.50
Special Rec. Facilities - Marina	Laborers - Ext.(3)	A7180.111.03	vacant	$ 12.00	per hour	$ -
Special Rec. Facilities - Marina	Gateguards(6)	A7180.111.03	vacant	$ 10.40	per hour	$ 0.70
Special Rec. Facilities - Marina	Night guards (2)	A7180.111.03	vacant	$ 10.40	per hour	$ 0.70
Town Clerk	Lauren Hamm	A1410.111.00	Lauren Hamm	$ 12.00	per hour	$ 1.00
Town Clerk	PT Clerk	A1410.111.00	Vacant	$ 12.00	per hour	
Clerical Support - Court	PT Court Clerk	A1110.111.00	Jeanette Rodriquez	$ 12.00	per hour	$ 1.00
Clerical Support	PT Clerk	varies	Madison Scheuneman	$ 12.00	per hour	$ -
Clerical Support	PT Clerk	varies	Emily Stolarski	$ 12.00	per hour	$ -
Clerical Support	PT Clerk	A1220.111.00	Kathy Buckley	$ 12.00	per hour	$ -
Clerical Support	PT Clerk	varies	Sabine Beckman	$ 12.00	per hour	$ -
Clerical Support	PT Clerk	varies	Laurie Schmittendorf	$ 12.00	per hour	$ -
Safety Corridinator	Safety Officer - all depts.	A1620.110.00	John Latimore	$ 2,000.00	per year	$ -
Police Department	PT Patrolmen	A3120.111.05	John Geary	$ 18.25	per hour	$ 1.00
Police Department	PT Patrolmen	A3120.111.05	John Arns	$ 18.25	per hour	$ 1.00
Police Department	PT Patrolmen	A3120.111.05	James Bouchard	$ 18.25	per hour	$ 1.00
Police Department	PT Patrolmen	A3120.111.05	Anthony Zolnowski	$ 18.25	per hour	$ 1.00
Police Department	PT Patrolmen	A3120.111.05	Joel Raisor	$ 18.25	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Michael Franey	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Donald Dressel	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Michael Conti	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Eric Hamilton	$ 14.55	per hour	$ 1.00

Department	Position	G/L Account #	Name	2018 Rate of Pay	Frequency	Increase
Police Department	PT Dispatchers	A3120.111.04	Edward Jackson	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Jeffery Reid	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Bruce Green	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Joseph Hart	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Robert Trask	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Michael Gian	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Vincent Rovnak	$ 14.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Padriac Beanan	$10.40 after training $13.55	per hour	$ 1.00
Police Department	PT Dispatchers	A3120.111.04	Matt Jackson	$13.55 until Nov. 11, 2018 then $14.55	per hour	
Police Department	PT Dispatchers	A3120.111.04	James Haley	$10.40 after training $13.55	per hour	
Police Department	PT Dispatchers	A3120.111.04	Kristopher Young	$10.40 after training $13.55	per hour	
Police Department	PT DCO	A3510.111.00	Joseph Butler	$ 11.50	per hour	$ 0.50
Police Department	PT Clerk	A3120.112.00	Julie Boedo	$ 12.00	per hour	$ 1.00
Police Department	PT Crossing Guard	A3120.111.02	William Irwin	$20.00	per day	$ -
Police Department	PT Matrons	A3120.111.03	Amy Hamm	$ 15.00	per hour	$ -
Police Department	PT Matrons	A3120.111.03	Mary Anne Zolnowski	$ 15.00	per hour	$ -
Police Department	PT Matrons	A3120.111.03	Donna Kraft	$ 15.00	per hour	$ -
Police Department	PT Matrons	A3120.111.03	Shannon Rovnak	$ 15.00	per hour	$ -
Police Department	PT Matrons	A3120.111.03	Cheri McMillan	$ 15.00	per hour	$ -
Police Department	PT Matrons	A3120.111.03	Laurie Wojcik	$ 15.00	per hour	$ -
Police Department	PT Matrons	A3120.111.03	Jaime Opie	$ 15.00	per hour	$ -

TOWN OF EVANS BOARDS & COMMITTEES

EXHIBIT B -2018

PLANNING BOARD - 7 yr appointment

Name	Term Expires
Roberta Rappoccio	STAFF - Planning Director
Theodore Catalano - Chairman	12/31/2021
Debra Wilson - Secretary	STAFF
Anne H. Sellers	12/31/2023
John C. McEvoy	12/31/2018
Michael J. Connors	12/31/2019
Brian Bergum	12/31/2022
Joseph A. Pinter	12/31/2024
Laura Whittinghill	12/31/2020

BOARD OF ASSESSMENT REVIEW - 5yr appointment

Name	Term Expires
Paul Michalec - Chairman	9/30/2018
Jennifer Renaldo - Secretary	STAFF
Tim Maciejewski	12/31/2020
Jeff White	9/30/2018
Kimberly A. Hulburd	9/30/2022
Chris Tucker	9/30/2019

ZONING BOARD OF APPEALS - 5 yr appointment

Name	Term Expires
Andrew Yusick - Chairman	12/31/2020
Jennifer Renaldo - Secretary	STAFF
Paul Ryerse	STAFF
Don Maglich	12/31/2018
Nicole J. Manges	12/31/2019
Tracy Spada	12/31/2020
Vincent Gugliuzza	12/31/2019
John Kennedy	Alternate #1
Andrew Supon	Alternate #2

AT-RISK VACANT PROPERTY TASK FORCE - yearly appt.

Name	Term Expires
Vincent Gugliuzza - Chairman	STAFF
Roberta Rappoccio - Secretary	STAFF
Paul Ryerse	STAFF
Jeneen Hill	STAFF
Brian Bergum	12/31/2018
Dennis Feldmann	12/31/2018
Paul Michalec	12/31/2018
Mary Hosler	Board Member

RECREATION ADVISORY BOARD - yearly appt.

Name	Term Expires
Katherine Nytz - Co-Chairman	12/31/2018
Melissa Green - Co-Chairman	12/31/2018
Laurie Ludwig - Secretary	STAFF
Pat Conrad	STAFF
Mary Holl	STAFF
Jeffrey Connors	12/31/2018
Jonica DiMartino	12/31/2018
Dennis Feldmann	12/31/2018
Kim Frost	12/30/2018
Jeanne Macko	Board Member
Mary Hosler	Board Member Movie Night Sponsorships

SENIOR ADVISORY BOARD - yearly appt.

Name	Term Expires
Kim Milks - Chairman	STAFF
Veronica Sullivan	STAFF - Sr. Center Director
Barbara Schmitt	12/31/2018
Tony Montoro	12/31/2018
Truman Partridge	12/31/2018
John Kennedy	12/31/2018
Jeneen Hill	12/31/2018
Mary Hosler	Board Member

STURGEON POINT ADVISORY BOARD - yearly appt.

Name	Term Expires
Frank Rademacher - Chairman	12/31/2018
Patrick Conrad	STAFF
Mike Franey, Sr.	12/31/2018
Cheri Hahn	12/31/2018
Scott Addison	12/31/2018
Eileen Flaherty	12/31/2018
Andrew Supon	12/31/2018
Jeffrey Jarzynski	12/31/2018
Paul Ryerse, Sr.	12/31/2018
David Sippel	12/31/2018
Thomas Smaldino	12/31/2018
John Kennedy	12/31/2018
Jeanne Macko	Board Member

LAKE ERIE BEACH TASK FORCE - yearly appt.

Name	Term Expires
Roberta Rappoccio - Chairman	STAFF
Paul Ryerse	STAFF
Doug Czora	STAFF
Tom Pecora	12/31/2018
Bill Holland	12/31/2018
Mike Slawinski	12/31/2018
Kim Frost	12/31/2018
Guy Canonico, Jr.	12/31/2018
Mike Emhof	12/31/2018
Sandy Reynolds	12/31/2018
Mary Hosler	Board Member
Jeanne Macko	Board Member

AG BOARD - yearly appt.

Name	Term Expires
Paul Michalec - Chairman	12/31/2018
Paul Ryerse	STAFF
Robert Rappoccio	STAFF
Russell Barten	12/31/2018
Steve Fitzpatrick	12/31/2018
Joe Kwilos	12/31/2018
Mike Schraft	Board Member

RECYCLYING COMMITTEE/SOLID WASTE - LANDFILL

Name	Term Expires
Truman Partridge - Chairman	12/31/2018
Laura Nosbisch	12/31/2018
Dave Mosher	12/31/2018
Carolanne Constantino	12/31/2018
Jim Joswey	12/31/2018
Mary Hosler	Board Member

CONSERVATION COMMITTEE - yearly appt.

Name	Term Expires
Paul Michalec - Chairman	12/31/2018
John Szydlowski - Secretary/Treasurer	12/31/2018
David S. Mosher	12/31/2018
Daniel Decker	12/31/2018
Truman Partridge	12/31/2018
Dr. Joseph Mecca	12/31/2018
Harry Watkins	12/31/2018
Mike Schraft	Board Member

CLIMATE SMART COMMITTEE - yearly appt.

Name	Term Expires
Paul Michalec - Chairman	12/31/2018
Paul Ryerse	STAFF
Robert Trembath	12/31/2018
Mark Gardner	12/31/2018
Mike Schraft	Board Member

VETERAN'S COMMITTEE - yearly appt.

Name	Term Expires
Anthony LaRusso - Chairman	12/31/2018
Kenneth Currin	12/31/2018
Evangeline Conley	12/31/2018
Jack Frost	12/31/2018
Sam Lomando, Jr.	12/31/2018
Edward Ferber	12/31/2018
Joseph Gajdosz	12/31/2018
Peter Muscarella	12/31/2018
Mike Schraft	Board Member

DISABILITIES COMMITTEE - yearly appt.

Name	Term Expires
Mary Holl - Chairman	12/31/2018
Sharon Valites	12/31/2018
Patrick Kramer	12/31/2018
Mary Webster	12/31/2018
Bill Montroy	12/31/2018
Alissa Montroy	12/31/2018
Jeanne Macko	Board Member

ECONOMIC DEVELOPMENT COMMITTEE - yearly appt.

Name	Position
Roberta Rappoccio	12/31/2018
Andrew Yusick	12/31/2018
Corinne Damerau-Best	12/31/2018
Alex Knowles	12/31/2018
James Przepasniak	12/31/2018
Jeff White	12/31/2018
John Cappellino	12/31/2018
Karen Erickson	12/31/2018
Jerry Bartone	12/31/2018
Jonica DiMartino	12/31/2018
James Harrity	12/31/2018
Mary Hosler	Board Member

DRAINAGE COMMITTEE - standing committee

Name	Position
Ed Michalski - Chairman	Superintendent of Highway
Mary Hosler	Supervisor
Paul Ryerse	Code Enforcement Offical
Steve Tanner	Town Engineer
David Johnson	Town Engineer

TOWN OF EVANS

Exhibit C - 2018

Misc. Appointments

NAME	POSITION	COMPENSATION	TERM EXPIRATION
Mary Holl	ADA Officer	No additional	12/31/2018
Mary Holl	Affirmative Action Officer	No additional	12/31/2018
Mary Hosler	Appointing Officer	No additional	12/31/2018
Doug Czora	Chief of Police	$ 99,231.00	12/31/2018
Edward Michalski	Coordinator Pf Public Works	$ 10,000.00	12/31/2018
Amanda Ciccarella	Court Clerk - Judge Glascott	as per I.B.E.W contract	12/31/2018
Amanda Ciccarella	Adminstrative Court Clerk	$ 2,000.00	12/31/2018
Lynn Stoessel	Deputy Town Clerk	as per I.B.E.W contract	12/31/2018
Kim Milks	Deputy Town Clerk	as per I.B.E.W contract	12/31/2018
Nicholas Mecca	Deputy Highway Superintendent	as per I.B.E.W contract	12/31/2018
Lynn Stoessel	Deputy of Vital Statistics	$ 1,150.00	12/31/2018
Kimberly Milks	Deputy of Vital Statistics	$ 1,150.00	12/31/2018
Mary Hosler	Director of Budget	$ 15,000.00	12/31/2018
Brittany Gloss	Director of Finance	$ 57,000.00	12/31/2018
Guy Canonico Jr.	Disaster Coordinator	No additional	12/31/2018
William Hamm	Deputy Disaster Coordinator	No additional	12/31/2018
Edward Michalski	Drainage Coordinator	$ 5,000.00	12/31/2018
Paul Ryerse	Electrical Inspector	$ 3,000.00	12/31/2018
Lynn Krajacic	FOIL Officer - Town wide Information excluding Police	No additional	12/31/2018
Doug Czora	FOIL Officer - Police Information only	No additional	12/31/2018
Keith Young	Historian	No additional	12/31/2018
Mary Hosler	Personnel Director	No additional	12/31/2018

Lynn Krajicic	Registrar of Vital Statistics	$	6,635.00	12/31/2018
Jennifer Farrell	Town Attorney	$	45,000.00	12/31/2019
Michelle Parker	Town Prosecutor	$	10,605.00	12/31/2018
Jennifer Farrell	Town Prosecutor	$	10,605.00	12/31/2018
John Latimore	Safety Coordinator	$	2,000.00	12/31/2018
Paul Ryerse	Stormwater Management Officer		No additional	12/31/2018
Mary Holl	Supervisor's Assistant	$	44,000.00	12/31/2018