TOWN OF EVANS

ANNUAL ORGANIZATIONAL MEETING

January 8, 2025

Supervisor:
Hon. Ray Ashton

Councilmembers:
Hon. Jeanne M. Macko
Hon. Laurie H. Reitz
Hon. Michael R. Schraft
Hon. John D. Wilson

RESOLUTION 2025-001

Councilman Macko moved and Councilman Reitz seconded,

RESOLVED: that the voting order for Town Board Meetings is hereby set as follows: Councilman Schraft, Councilman Wilson, Councilman Macko, Councilman Reitz, Supervisor Ashton, effective January 1, 2025.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-002

Councilman Reitz moved and Supervisor Ashton seconded,

RESOLVED: that Lisa A. Poch, Esq. is hereby appointed to the second year of her two-year term, as the Town of Evans Town Attorney pursuant to Section 24 of NYS Town Law, effective January 1, 2025 at a compensation of $49,620 annually, payable bi-weekly.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-003

Supervisor Ashton moved and Councilman Reitz seconded,

RESOLVED: that Brittanylee Penberthy, Esq. is hereby appointed Deputy Town Attorney to the Zoning Board of Appeals, Planning Board and to assist with other matters as needed, effective January 1, 2025, at a compensation of $13,130 annually, payable bi-weekly.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-004

Councilman Reitz moved and Supervisor Ashton seconded,

RESOLVED: that Councilman John Wilson is hereby appointed Deputy Supervisor, with no additional compensation.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Abstain
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-005

Councilman Wilson moved and Councilman Reitz seconded,

RESOLVED: that Jennifer Farrell, Esq. and Brittanylee Penberthy, Esq. will be appointed as Town Prosecutors for the calendar year 2025 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 2025 in the amount of $11,196 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 Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-006

Councilman Schraft moved and Councilman Reitz seconded,

RESOLVED: that the following law firms are hereby approved to be retained, if warranted, for matters at the rate per hour indicated below for matters and related issues:

Bond, Schoeneck & King, PLLC at a rate not to exceed $400 per hour for labor law matters and $340 per hour for land use matters; and

Hodgson Russ LLP at a rate not to exceed $370 per hour (partner), $350 per hour (senior associate and associates), $200 per hour (paralegals) and $245 per hour (law clerks) for labor law, legal and land use matters; are hereby approved to be retained for Labor Law, Land Use and Legal Issues; and

Bennett, DiFilippo & Kurtzhalts, LLP, at a rate not to exceed $235 per hour for court attorney time, $210 per hour for non-court attorney time and $50 per hour for legal assistance time for real property tax assessment matters and related issues; and

Speno MacLeod, PLLC at a rate not to exceed $250 per hour for real property tax assessment matters and related issues; and

Lippes Mathias, LLP, at a rate not to exceed $350 per hour (partner) and $325 per hour (associates) for legal and labor law matters and $225 per hour (partner) and $200 per hour (associates) for real property tax assessment and land use matters and related issues; and

Bengart & Demarco, LLP at a rate not to exceed $210 per hour for real property tax assessment matters and related issues; are hereby approved to be retained for real property tax assessment matters and related issues.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-007

Councilman Macko moved and Councilman Reitz seconded,

RESOLVED: that in all matters of parliamentary procedure Robert's Rules of Order shall prevail, except where such Rules are inconsistent with New York State law, Town law or resolution adopted by the Town Board pertaining to the conduct of Town Business.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-008

Councilman Reitz moved and Councilman Wilson seconded,

RESOLVED: that the order of business for the conduct of the Town of Evans Town Board Meetings for the year 2025 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.	Public Hearing and Bid Openings
VII.	Committee and Department Head Reports
VIII.	Town Clerk Reports
IX.	Old Business
X.	Privilege of the Floor
XI.	Resolutions

XII. Licenses
XIII. Audit of Bills
XIV. 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; time in excess of 3 minutes will be at the discretion of the Town Board.
- 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 Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-009

Supervisor Ashton moved and Councilman Wilson 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. When possible, copies of resolutions will be sent to the board members by Friday afternoon from the Supervisor's Office.

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, Town Attorney, and Deputy 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 simple majority 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 simple majority 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 simple 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 Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-010

Councilman Schraft moved and Councilman Macko seconded,

WHEREAS: Town Law requires the Town Board of every town of first class to hold at least one (1) meeting in each month of a year:
RESOLVED: that the Town Board of the Town of Evans shall hold its work sessions and boards meetings on the following dates in 2025**,** with the work session starting at 6:00pm followed by the Town Board agenda meeting published by the Town Clerk**:**

January 8 and 22
February 5 and 19
March 5 and 19
April 2 and 16
May 7 and 21
June 4 and 18
July 16
August 6 and 20
September 3 and 17 (Monday, September 30th – Tentative Budget is due)
October 1, 8, and 15 (Budget meetings)
November 5, 12, and 19 (Final Budget due November 20th)
December 3 and 17

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-011

Councilman Wilson moved and Supervisor Ashton seconded,

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

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-012

Councilman Macko moved and Councilman Reitz 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 (2025)	1/1	Columbus Day	10/13
Martin Luther King, Jr. Day	1/20	Election Day	11/4
President's Day	2/17	Veterans Day	11/11
Good Friday	4/18	Thanksgiving Day	11/27
Memorial Day	5/26	Day after Thanksgiving	11/28
*Juneteenth (CSEA Only)	6/19	Day before Christmas	12/24

Independence Day	7/4	Christmas Day	12/25
Labor Day	9/1		

*Note: CSEA 815 Local 1000 members do not observe Martin Luther King, Jr. Day as a paid holiday per their collective bargaining agreement, however, only CSEA 815 Local 1000 members will observe Juneteenth as a paid holiday per their collective bargaining agreement.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-013

Councilman Reitz moved and Supervisor Ashton seconded,

RESOLVED: that Supervisor Ashton be and hereby is permitted to sign his signature by facsimile pursuant to Town Law, and

BE, IT FURTHER RESOLVED: that Automatic Data Processing, Inc. (ADP) 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 Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-014

Supervisor Ashton moved and Councilman Reitz seconded,

RESOLVED: effective January 1, 2025, the Town Board hereby appoints William Reece as the Director of Finance, at a compensation of $87,550 annually, payable bi-weekly.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Nay
Councilman Wilson	Aye
Councilman Macko	Nay
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-015

Councilman Schraft moved and Supervisor Ashton seconded,

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

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-016

Councilman Wilson moved and Councilman Macko seconded,

RESOLVED: that Evans Bank, Manufacturers and Traders Trust Company, Chase/JP Morgan Bank, and/or TD Ameritrade 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, Chase/JP Morgan Bank and/or TD Ameritrade, 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 Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-017

Councilman Schraft moved and Councilman Wilson seconded,

RESOLVED: that the Dunkirk Observer is hereby designated as the official newspaper of the Town of Evans for the calendar year 2025, and that The Sun and/or Buffalo News may be used if additional coverage is needed.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-018

Councilman Macko moved and Councilman Wilson seconded,

RESOLVED: Investment Policy -- The objectives of the Investment Policy of the Town of Evans are to minimize risk; to ensure 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, Chase/JP Morgan Bank, NYCLASS and/or TD Ameritrade.; 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, Chase/JP Morgan Bank, NYCLASS and/or TD Ameritrade.

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 Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-019

Councilman Reitz moved and Supervisor Ashton 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 (xxxxx6000)	Gregory Szarowicz, Chief of Police
Police Reserve (x2001)	Ray Ashton, Supervisor
Combined Checking (xxx2468)	Ray Ashton, Supervisor
Combined Savings (xxxx0409)	William Reece, Director of Finance
BAN Account (xx4000)	
Bid Deposits Account (xx4379)	
Retiree Banks (xxx6573)	
Payroll (xxxxx0000)	
T&A Greenspace (xxxxx5000)	
Grant Reserve (xx4001)	
Revolving Loan (xx6000)	
Senior Meal Plan Account (xx9809)	
Water Surcharge (xx2283)	
Senior Activity Account (xx9775)	Ray Ashton, Supervisor William Reece, Director of Finance Veronica Yeager, Director of Senior Services; and

BE IT FURTHER RESOLVED, that Ray Ashton, Town of Evans Supervisor will remain as the designated System Administrator of the online banking.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-020

Councilman Schraft moved and Councilman Wilson seconded,

RESOLVED: that the wages of all personnel are hereby established for 2025 in accordance with the Union Contracts in effect with the following Collective Bargaining Units:

IBEW #41
PBA (Police Benevolent Association)
CSEA #815 Local 1000
UAW Amalgamated Local 55
SEIU Local 200United

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-021

Councilman Wilson moved and Councilman Macko 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 Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-022

Supervisor Ashton moved and Councilman Reitz seconded,

RESOLVED: that the following Town's elected officials be salaried as budgeted effective January 1, 2025 as follows:

Supervisor	$42,230
Councilman (4) each	$15,836
Town Clerk	$61,292
Superintendent of Highways	$73,731
Town Justice (2) each	$24,091

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-023

Councilman Reitz moved and Councilman Wilson 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 2025.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-024

Councilman Macko moved and Councilman Reitz seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby appoints William Smith as the Director of Planning & Community Development with a salary of $94,554 and benefits as set forth in the Employee Contract for the calendar year of 2025 renewable each year.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-025

Councilman Schraft moved and Councilman Reitz seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby appoints Gregory Szarowicz as Chief of Police with a salary of $122,048 with the benefits and terms that have been negotiated and set in an Employee Contract; and

BE IT FURTHER RESOLVED: that Chief Szarowicz will be the FOIL Officer for police and dispatch information at no additional compensation.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-026

Councilman Wilson moved and Councilman Reitz seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby appoints Lynn Krajacic as Registrar of Vital Statistics for the Town of Evans for year 2025; and

BE IT FURTHER RESOLVED: that an additional annual stipend of $9,658 be paid bi-weekly, for the additional duties and responsibilities.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-027

Supervisor Ashton moved and Councilman Macko seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby acknowledge the Town Clerk's appointment of Kim Partridge and Kristen Bauer Deputy Town Clerks for the year 2025 with salary and benefits as set forth in the IBEW CBA; and

BE IT FURTHER RESOLVED: that an additional annual stipend of $1,150 each, be paid bi-weekly, for the additional duties and responsibilities including but not limited to the duties of Deputy of Vital Statistics.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-028

Councilman Schraft moved and Councilman Wilson seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby acknowledge the Superintendent of Highway's appointment of Robert Densmore as Deputy Superintendent of Highway for the calendar year of 2025 with salary and benefits as set forth in the IBEW CBA; and

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-029

Councilman Wilson moved and Councilman Reitz seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby acknowledges Town Justice Glascott's appointment of Maggie O'Connor as Clerk to Town Justice Glascott, for the calendar year of 2025, and salary and benefits as set forth in the IBEW CBA

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-030

Councilman Macko moved and Councilman Reitz seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby acknowledges Town Justice Cooper's appointment of Kristen Meyer as Clerk to Town Justice Cooper for the calendar year of 2025, with salary and benefits as set forth in the IBEW CBA.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-031

Councilman Reitz moved and Supervisor Ashton seconded,

RESOLVED: effective January 1, 2025, the Town Board acknowledges the appointment of Mary Nowak as Secretary to the Supervisor at an annual salary of $50,900, payable bi-weekly, with benefits as set forth in the IBEW CBA.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-032

Supervisor Ashton moved and Councilman Wilson seconded,

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

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-033

Councilman Schraft moved and Councilman Reitz 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
Senior Center	$200.00
Parks	$400.00
Pool	$ 75.00
Marina	$200.00

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-034

Councilman Wilson moved and Councilman Reitz seconded,

RESOLVED: that the procurement policy adopted May 3, 2023, Resolution 2023-224 is hereby reaffirmed.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-035

Councilman Macko moved and Councilman Reitz 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 Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-036

Councilman Reitz moved and Councilman Wilson 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 not to exceed $20.00, for seminars or training.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-037

Supervisor Ashton moved and Councilman Reitz 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 Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-038

Councilman Schraft moved and Councilman Reitz seconded,

WHEREAS: the Town of Evans does provide a town-owned vehicle to the Superintendent of Highways, Chief of Police and Parks Crew Chief to be used for business use only; and
WHEREAS: the Town of Evans is subject to Internal Revenue Service Regulations which require substantiation of all 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; and

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-039

Councilman Wilson moved and Councilman Reitz 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 and 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 Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-040

Supervisor Ashton moved and Councilman Reitz seconded,

RESOLVED: that Lynn M. Krajacic, as Town Clerk under her duties and responsibilities is hereby appointed as custodian of the Town of Evans records and the vault and;

BE IT FURTHER RESOLVED: that Lynn M. Krajacic, as Town Clerk is hereby appointed Records Management Officer and FOIL Officer for Town wide information, excluding police and dispatch.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-041

Councilman Schraft moved and Councilman Wilson seconded,

RESOLVED: that Melissa Lingenfelter is hereby appointed ADA Officer and Affirmative Action Officer for the calendar year of 2025.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-042

Councilman Reitz moved and Councilman Macko seconded,

RESOLVED: that Mary Nowak is hereby appointed Safety Officer, effective January 1, 2025 to and including December 31, 2025, at a rate of $2,000 annually, paid bi-weekly.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-043

Supervisor Ashton moved and Councilman Wilson seconded,

RESOLVED: that Supervisor Ray Ashton, is hereby appointed as Budget Director with a salary of $15,836 payable bi-weekly, and

BE IT FURTHER RESOLVED: that Supervisor Ashton is hereby appointed Personnel Director at no additional compensation.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Nay
	Councilman Wilson	Aye
	Councilman Macko	Nay
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-044

Councilman Reitz moved and Supervisor Ashton seconded,

RESOLVED: that Supervisor Ashton 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; certifies 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 Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-045

Councilman Wilson moved and Councilman Reitz seconded,

RESOLVED: that the Town Board of the Town of Evans does hereby acknowledge the Evans Police Department’s appointment of Pastor Michael Trippett as Police Department Chaplin for the calendar year of 2025 with no compensation.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-046

Councilman Macko moved and Councilman Wilson seconded,

RESOLVED that the Town is required to appoint a Stormwater Management Officer (MS4) to monitor the quantity and quality of stormwater runoff which consists of inspecting 210 outflows throughout the town; and

BE IT FURTHER RESOLVED that the MS4 Officer is required to file a yearly MS4 report, reflecting his findings of the outflow inspections; and

THEREFORE, BE IT RESOLVED that the Town hereby appoints John Flading to perform the duty of Stormwater Management Officer for the year 2025 with an annual stipend of $3,000 to be paid bi-weekly; and

FURTHER BE IT RESOLVED that flooding is a serious issue within our town boundaries and the Town Board recognizes that stricter controls need to be in place in order to address the flooding issues that our residents have been facing for far too long; and

THEREFORE, BE IT RESOLVED that the Town hereby appoints John Flading to perform the duties as floodplain manager for the year of 2025 with an annual stipend of $2,000 to be paid bi-weekly. The floodplain manager is required to hold at least four meetings per year with the drainage committee to discuss flooding issues and potential solutions.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-047

Councilman Reitz moved and Councilman Macko 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, 2025 to December 31, 2025.

VOTE RESULT:	ROLL CALL VOTE	
	Councilman Schraft	Aye
	Councilman Wilson	Aye
	Councilman Macko	Aye
	Councilman Reitz	Aye
	Supervisor Ashton	Aye

RESOLUTION 2025-048

Supervisor Ashton moved and Councilman Macko seconded,

WHEREAS, this Town Board wishes to appoint Jeneen Hill, SCA as Sole Assessor for the Town of Evans, effective October 1, 2025; and

WHEREAS, Jeneen Hill, SCA meets or exceeds the qualification standards for the Office of the Assessor by the New York State Department of Real Property Tax Services, and has successfully completed the prescribed courses of training and education; and

RESOLVED, that Jeneen Hill SCA is hereby appointed to the position of Sole Assessor of the Town of Evans, commencing on October 1, 2025 and ending on September 30, 2031.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-049

Councilman Wilson moved and Councilman Reitz seconded,

RESOLVED: that Guy Canonico is hereby appointed as Disaster Coordinator for the year of 2025 at no additional compensation; and

BE IT FURTHER RESOLVED: that Michael Conti hereby appointed as Deputy Disaster Coordinator for the year of 2025 at no compensation.

BE IT FURTHER RESOLVED: that William Hamm is hereby appointed as Deputy Disaster Coordinator for the year of 2025 at no compensation.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-050

Councilman Schraft moved and Supervisor Ashton seconded,

RESOLVED: that the Town Board of the Town of Evans hereby appoints and/or confirms the following people to serve out their term as members on the Town of Evans Planning Board:

NAME	TERM (7 Year Term)
Anne Sellers	12/31/2030
Joseph Pinter	12/31/2031
Open Position	12/31/2026
Debi Wilson	12/31/2029
Lori Szewczyk	12/31/2025
Donald Schiedel, Jr.	12/31/2028

Joseph Mesi	12/31/2027

And;

BE IT FURTHER RESOLVED: that Anne Sellers is hereby appointed Chairwoman of the Planning Board for the calendar year of 2025

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Abstain
Supervisor Ashton	Aye

RESOLUTION 2025-051

Supervisor Ashton moved and Councilman Wilson seconded,

RESOLVED: that the Town Board of the Town of Evans hereby appoints and/or confirms the following people to serve out their term as members on the Town of Evans Zoning Board of Appeals:

NAME	TERM (5 YEAR TERM)
Howard Martin	12/31/2029
Donald Maglich	12/31/2028
Tracy Spada	12/31/2026
Christopher LaRusso	12/31/2026
John Kennedy	12/31/2029

And;

BE IT FURTHER RESOLVED: that Howard Martin is hereby appointed Chairman of the Zoning Board of Appeals for the calendar year of 2025; and

BE IT FURTHER RESOLVED: that John Flading, as the Code Enforcement Officer is hereby appointed as liaison to the Zoning Board of Appeals for the calendar year of 2025.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-052

Councilman Macko moved and Councilman Reitz seconded,

RESOLVED: that the Town Board of the Town of Evans hereby appoints and/or confirms the following people to serve out their term as members on the Town of Evans Assessment Review Board:

NAME	TERM (5 YEAR TERM)
Kelly Zielinski	9/30/2026
Thomas George	9/30/2028
Todd Dybdahl	9/30/2025
Kimberly A. Hulburd	9/30/2027
Chris Tucker	9/30/2029

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Nay
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-053

Supervisor Ashton moved and Councilman Schraft seconded,

RESOLVED: the following appointments are hereby made and pay rates established for various Town of Evans departments for the year 2025, as amended. (See Exhibit A),

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-054

Councilman Schraft moved and Councilman Wilson seconded,

RESOLVED: that membership of the Town of Evans boards and committees listed on Exhibit B attached to the minutes of the organizational meeting shall be as set forth therein, as amended.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Nay
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-055

Councilman Macko moved and Supervisor Ashton seconded,

RESOLVED: that notification by Supervisor Ashton of committee liaison appointments for 2025 calendar year are as follows:

Supervisor Ashton
Police
Economic Development
Erie County Sewer District #2
Building Dept/Code Revision

Councilman Schraft
Agriculture
Veterans
Climate Smart & Conservation

Councilman Wilson
Highway
Fire/EMS – Liaison to Fire Council
Parks/Marina
Planning
Village of Angola

Councilman Macko
Drainage
Fire/EMS
Transportation
Code Enforcement
Senior Center/Advisory Board

Councilman Reitz
Community Events/Recreation
Accessibilities
Recycling/Solid Waste

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye

RESOLUTION 2025-056

Supervisor Ashton moved and Councilman Schraft seconded,
to adjourn the annual Organizational meeting to the Work Session and Town Board meeting immediately to follow.

VOTE RESULT: ROLL CALL VOTE

Councilman Schraft	Aye
Councilman Wilson	Aye
Councilman Macko	Aye
Councilman Reitz	Aye
Supervisor Ashton	Aye