

ORWELL TOWN BOARD
Organizational/Regular Meeting
January 14, 2014

Members Present:

Supervisor- William Potter

Councilmen: Robert Crossett, Nicholas Marshall, Jeffrey Graham, James LaCelle

Also Present:

Water Operator-Marvin Levack, Hwy Supt-Douglas Henry

CEO John Howland, NOCA Rep-Robert Trainham

Town Clerk-Traci LaVeck

Supervisor Potter opened the meeting at 7:00 pm with the Pledge of Allegiance.

ORGANIZATIONAL MEETING:

Town Board Appointments and Salaries/Rates for 2014:

Position	Name	Salary/Pay Rate
Code Enforcement Officer	John Howland	\$8,800.00
Custodial Worker	Richard Halsey	\$6,600.00
Dog Control Officer	Steven Cronk	\$2,500.00
Town Historian	Rose Graham	\$1,200.00
Attorney for Town	Nelson Law Firm	\$ 100.00/hour
Registrar of Vital Statistics	Town Clerk	\$ 300.00
Purchasing Agent	Supervisor	\$ 0.00
Ambulance Board Representative	Robert Trainham	\$ 0.00
Library Treasurer	Supervisor	\$ 0.00

Supervisor Appointed:

Deputy Supervisor	Robert Crossett	\$ 0.00
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Highway Superintendent Appointed

Deputy Highway Superintendent	Jon Roser	\$3,110.00
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The following officers/employees need to file an oath of office with the Town Clerk within 30 days of January 14, 2014:

CEO-John Howland

Deputy Highway Superintendent-Jon Roser

Supervisor/Library Treasurer-William Potter

Councilman-Jeffrey Graham

Councilman/Deputy Supervisor-Robert Crossett

Town Clerk/Registrar of Vital Statistics-Traci LaVeck

Highway Superintendent-Doug Henry

Dog Control Officer-Steven Cronk

Historian-Rose Graham

**REGULAR MEETING:
REPORTS:**

A) CEO John Howland gave his annual report for 2013, 30 permits were issued. No Building Permits were issued in January 2014. CEO Howland will begin doing fire inspection this month with local businesses, he will also be attending Code School in Syracuse from April 1st -3rd.

-A motion was made by Councilman LaCelle and seconded by Councilman Crossett to have Code Enforcement Officer John Howland attend the Code School being held in Syracuse in April. (5 Ayes) motion carries

-A motion was made by Councilman LaCelle and seconded by Councilman Graham to approve Code Enforcement Officer John Howland's Annual Report for 2013. (5 Ayes) motion carries

B) Dog Control Officer report: Supervisor Potter has spoken with DCO Cronk about filing a monthly report, as well as, any incident reports with the Town of Orwell to have on file, beginning this year.

C) Comments from Oswego County Legislator Milferd Potter: None

D) Assessor's Report: None

E) Water Operator Levack's Report for December 2013:

1. The latest bacteria test came back satisfactory
2. All of the equipment is operating fine
3. The water tower and pump house well are both full, there is water going out the overflow

Peter Scriber who was appointed Assistant Water Operator in 2012, has not completed the training program (it is mandatory to complete the program in one year) to become certified. Water Operator Levack has attempted to get in contact with Mr. Scriber, and has not heard back from him. Supervisor Potter would like to terminate Mr. Scriber from the position effective January 31, 2014 and find a new Assistant Water Operator. It will become a stipulation that whoever is appointed Assistant Water Operator in the future must complete training within a certain time frame.

-A motion was made by Councilman Marshall and seconded by Councilman LaCelle to terminate Mr. Scriber from the Assistant Water Operator's position effective January 13, 2014. Supervisor Potter will give notice to Mr. Scriber. (5 Ayes) motion carries

-A motion was made by Councilman Crossett and seconded by Councilman Marshall to refer the search for a new Assistant Water Operator to the Orwell Water Board to make a recommendation for a replacement, which will then be discussed by the town board. (5 Ayes) motion carries

F) Highway Superintendent's Report:

1. Hwy Supt Henry gave the Equipment Repair Cost Report for December 2013
2. The new plow truck is in service

3. There has been an issue with the extreme cold temperatures affecting the above ground fuel tank pump, so Hwy Supt Henry has had to add kerosene to the diesel.
4. There continues to be an issue with people plowing snow across the roads

G) NOCA Rep-Robert Trainham gave the quarterly report for NOCA, everything is going well.

H) Historian's Report: None

DISCUSSIONS:

A)Tug Hill Commission Local Government Conference:

-A motion was made by Councilman Marshall and seconded by Councilman Graham to approve sending Councilman LaCelle and Supervisor Potter to the THC Local Government Conference at Jefferson Community College in March. (5 Ayes) motion carries

B) LaCelle Drive snowplow turnaround: Hwy Supt Henry and Councilman Crossett are going to approach Mr. Pierce about cutting down a couple of trees at the end of LaCelle Drive to make a turnaround for the plow trucks to keep it cleaned out, so that if there is a need, emergency vehicles can access the road.

PUBLIC COMMENTS:

Robert Trainham asked the board members if the fee for Code School Training for CEO Howland was split between all of the townships that he serves. Supervisor Potter confirmed that it is split between all of the townships.

CORRESPONDENCE: Supervisor Potter read the correspondence received since last month's meeting.

-A motion was made by Councilman Crossett and seconded by Councilman Graham to approve the December 10th Regular Meeting Minutes as written. (5 Ayes) motion carries

-A motion was made by Councilman LaCelle and seconded by Councilman Marshall to approve the December 26th Year End Meeting Minutes as written. (5 Ayes) motion carries

-A motion was made by Councilman Graham and seconded by Councilman Crossett to approve the Town Clerk's Monthly Report for December 2013. (5 Ayes) motion carries

-A motion was made by Councilman Graham and seconded by Councilman LaCelle to approve the Supervisor's Monthly Report for December 2013. (5 Ayes) motion carries

-A motion was made by Councilman LaCelle and seconded by Councilman Graham to approve the following 2013 Year End Budget Adjustments: (5 Ayes) motion carries

General Fund:

Add:	A1010.4	Legislative Board CE	\$ 46.17
	A1110.4	Municipal Court CE	\$ 263.45
	A1220.2	Supervisor EQ	\$ 329.99
	A1220.4	Supervisor CE	\$ 5.12
	A1420.4	Attorney CE	\$ 150.00
	A1620.2	Building EQ	\$ 28.99
	A5010.4	Superintendent Hwy CE	\$ 6.07
	A5132.41	Garage CE	\$ 312.81
Deduct:	A1990.4	Contingent CE	\$ 1,142.60

Highway Fund

Add:	DA5130.4	Machinery CE	\$ 1,252.07
Deduct:	DA5142.41	Snow Removal	\$ 1,252.07
Add:	DA5142.42	Snow Removal DF CE	\$ 7,250.72
Deduct:	DA5110.42	Gen Repairs DF CE	\$ 5,275.80
	DA5142.41	Snow Removal CE	\$ 1,974.92
Add:	DA9060.8	Health Insurance	\$ 6,330.36
Deduct:	DA5110.1	General Repairs PS	\$ 1,348.57
	DA5142.1	Snow Removal PS	\$ 4,981.79

-A motion was made by Councilman Crossett and seconded by Councilman Marshall to approve payment of the following claims: (5 Ayes) motion carries

General Fund Abstract #1	Claims #01-13B	Amount \$ 4,640.87
Hwy Fund Abstract #1	Claims #01-08C	Amount \$ 20,506.27
Water District Fund Abstract #1	Claims #01-01	Amount \$ 30.00

-A motion was made by Councilman Crossett and seconded by Councilman LaCelle to adjourn the meeting at 8:20 pm. (5 Ayes) motion carries

Submitted
February 10, 2014

Traci S LaVeck
Orwell Town Clerk