

ORWELL TOWN BOARD
Organizational Meeting
Orwell Town Hall
1999 County Route 2, Orwell, NY
January 14, 2020
7:00PM

Members Present:
Supervisor William Potter
Councilmen: Ryan Jones, Jeffrey Graham, David Lake, Jessica Steele
Also Present:
Oswego County Legislator-Herb Yerdon
CEO-John Howland
Water Operator-Eric Pappa
Highway Superintendent-Doug Henry
Dog Warden-Steve Cronk
NOCA Representative-Bob Trainham
Tug Hill Commission Representative-Paul Baxter
Town Clerk-Amber Wilson
Public present-Shirley Downes

Supervisor Potter opened the meeting at 7:00 PM with the Pledge of Allegiance to the Flag.

Organizational Meeting:

Town Board Appointments and Salaries/Pay Rates for 2020:

Position	Name	Salary/Pay Rate
Code Enforcement Officer	John Howland	\$ 9,484.00
Custodial Worker	Richard Halsey	\$ 7,283.00
Dog Control Officer	Steven Cronk	\$ 2,601.00
Town Historian	Rose Graham	\$ 1,277.00
Attorney for Town	Prosachik Law Firm	\$ 125.00/hr out of court \$ 150.00/hr in court
Registrar of Vital Statistics	Amber Wilson	\$ 364.00
Purchasing Agent	William Potter	\$ 0.00
Ambulance Board Representative	Robert Trainham	\$ 0.00
Library Treasurer	William Potter	\$ 0.00
Water Operator	Eric Pappa	\$ 8,356.00
Asst Water Operator	Nicholas Marshall	\$ 2,681.00
Water Acct Clerk	Amber Wilson	\$ 1,293.00

Supervisor Appointed:

Deputy Supervisor	Ryan Jones	\$ 312.00
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Highway Superintendent Appointed:

Deputy Highway Superintendent	Jon Roser	\$ 3,467.00
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-Resolution #1-2020

-A motion was made by Councilman Jeffrey Graham and seconded by Councilman David Lake to adopt a Resolution approving the aforementioned Appointments and Salaries/Pay Rates for 2020. (5 Ayes) Motion carries as follows:

Councilman Ryan Jones	Aye
Councilman Jessica Steele	Aye
Supervisor William Potter	Aye
Councilman Jeffrey Graham	Aye
Councilman David Lake	Aye

The following officers/employees need to file an oath of office with the town clerk within 30 days:

CEO-John Howland
Deputy Highway Superintendent-Jon Roser
Highway Superintendent-Doug Henry
Town Supervisor-William Potter
Deputy Supervisor-Ryan Jones
Councilman-Jessica Steele
Councilman David Lake
Town Clerk/Tax Collector/Registrar of vital statistics-Amber Wilson
Dog Control Officer-Steven Cronk
Town Historian-Rose Graham
Water Operator-Eric Pappa
Town Justice-Richard Roser

Designations:

A)Bank Depository	Community Bank NA (Checking) Community Bank NA (Savings)
B) Official Town Newspaper	Salmon River News

Policy Review:

- A)The Town Board tabled the review of the existing Procurement Policy for 2020.
- B) The Town Board tabled the review of the Investment Policy for 2020.

Authorization:

- A) Reimbursement of personal auto expenses for authorized business use at \$.57.5/mile.
- B) Petty Cash fund for the Town Clerk/Tax Collector in amount of \$215.00 and Library \$100.00.
- C) Payment of telephone, utility bill, highway gasoline and court system (IBP) upon receipt.
- D) Payment of postage as needed.
- E) Payment of contracted payments when due.
- F) Deputy Supervisor to sign checks in event Supervisor is unable due to illness, etc.

2020 Regular Town Board Meetings: will be held the second Tuesday of each month at 7:00 PM.

-A motion was made by Councilman Ryan Jones and seconded by Councilman Jeffery Graham to approve the Board appointments and salaries/rates for 2020; designations, authorization, and to establish 2020 Regular Town Board meeting dates for the second Tuesday of each month at 7:00 PM. (5 ayes)

-A motion was made by Councilman Jessica Steele and seconded by Councilman David Lake to adjourn to the Regular Meeting at 7:15PM. (5 Ayes) Motion carries.

