

**ORWELL TOWN BOARD
Organizational Meeting
Orwell Town Hall
January 11, 2022
7:00PM**

Members Present:
Supervisor William Potter
Councilmen: Ryan Jones, Jeffrey Graham, David Lake
Also Present:
Oswego County Legislator-Herb Yerdon
CEO-John Howland
Highway Superintendent-Doug Henry
NOCA Representative-Bob Trainham
Tug Hill Commission Representative-Paul Baxter
Town Clerk-Amber Wilson
Public present-Warren Hauer

Supervisor Potter opened the meeting at 7:00 PM

Organizational Meeting:

Town Board Appointments and Salaries/Pay Rates for 2022:

Position	Name	Salary/Pay Rate
Code Enforcement Officer	John Howland	\$ 9,867.00
Custodial Worker	Richard Halsey	\$ 7,578.00
Dog Control Officer	Steven Cronk	\$ 2,706.00
Town Historian	Rose Graham	\$ 1,329.00
Attorney for Town	Hills Law Firm	\$ 140.00/hr
Registrar of Vital Statistics	Amber Wilson	\$ 380.00
Purchasing Agent	William Potter	\$ 0.00
Ambulance Board Representative	Robert Trainham	\$ 0.00
Library Treasurer	William Potter	\$ 0.00
Water Operator	Eric Pappa	\$ 8,864.00
Asst Water Operator	Nicholas Marshall	\$ 2,793.00
Water Acct Clerk	Amber Wilson	\$ 1,346.00

Supervisor Appointed:

Deputy Supervisor	Ryan Jones	\$ 324.00
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Highway Superintendent Appointed:

Deputy Highway Superintendent	Jon Roser	\$ 3,536.00
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NOTE: Town Clerk to record one resolution to accept all appointments and authorizations recording exact positions, etc. in Town Clerk minutes

Resolution #1-2022
Approving the Appointments and Salaries/Pay Rates for 2022
Town of Orwell
Town Board

WHEREAS, the Town of Orwell Town Board will approve the following appointments and salaries for 2022

Position	Name	Salary/Pay Rate
Code Enforcement Officer	John Howland	\$ 9,867.00
Custodial Worker	Richard Halsey	\$ 7,578.00
Dog Control Officer	Steven Cronk	\$ 2,706.00
Town Historian	Rose Graham	\$ 1,329.00
Attorney for Town	Hills Law Firm	\$ 140.00/hr
Registrar of Vital Statistics	Amber Wilson	\$ 380.00
Purchasing Agent	William Potter	\$ 0.00
Ambulance Board Representative	Robert Trainham	\$ 0.00
Library Treasurer	William Potter	\$ 0.00
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Deputy Highway Superintendent	Jon Roser	\$ 3,536.00
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NOW THEREFORE BE IT RESOLVED, that the Town of Orwell Town Board assembled this 11th day of January, 2022, in the Town of Orwell, New York, to approve the aforementioned appointments and salaries for 2022

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Councilman David Lake	AYE
Councilwoman Jessica Steele	ABSENT
Councilman Jeffrey Graham	AYE
Councilman Ryan Jones	AYE
Supervisor William Potter	AYE

CLERK CERTIFICATION:

I, Amber Wilson, Clerk of the Town of Orwell in the County of Oswego, State of New York, do hereby certify the resolution is duly adapted by the Board Members of the Town of Orwell at an open meeting of such Board held on January 11, 2022.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Town this 11th day of January 2022.

Amber Wilson
Orwell Town Clerk

The foregoing resolution was thereupon declared duly adopted on this 11th day of January, 2022.

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

CEO-John Howland
Dog Control Officer-Steven Cronk
Deputy Highway Superintendent-Jon Roser
Deputy Supervisor-Ryan Jones
Town Historian-Rose Graham
Water Operator-Eric Pappa

Designations:

A) Bank Depository	Community Bank NA (Checking) Community Bank NA (Savings)
B) Official Town Newspaper	Oswego County Weeklies

Policy Review:

A) The Town Board tabled the review of the existing Procurement Policy for 2022.
B) The Town Board tabled the review of the Investment Policy for 2022.

Authorization:

A) Reimbursement of personal auto expenses for authorized business use at \$.585/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.

2022 Regular Town Board Meetings: will be held the second Tuesday of each month at 7:00 PM.

-A motion was made by Councilman Jeffery Graham and seconded by Councilman David Lake to approve the Board appointments and salaries/rates for 2022; designations, authorization, and to establish 2022 Regular Town Board meeting dates for the second Tuesday of each month at 7:00 PM. (4 ayes)

-A motion was made by Councilman Ryan Jones and seconded by Councilman Jeffery Graham to adjourn to the Regular Meeting at 7:05PM. (4 Ayes) Motion carries.
Submitted January 20, 2022

