

The first regular meeting of the Andover Town Board for 2021 was held on January 12, 2021

Present:

Gus Weber, Supervisor
Joe Kent, Deputy Councilman
Matthew Zengerle, Councilman
Heather Simon, Councilwoman
James Frungillo, Highway Superintendent
Tasha Rossrucker, Clerk

Gus Weber opened the Public Hearing at 6:00 p.m.

Pledge of Allegiance: Led by Heather Simon.

RESOLUTION 2021-1 – Resolution of Organization

The following resolution offered by Heather Simon and Matt Zengerle.

RESOLUTION #2020-1

TITLE: 2020 RESOLUTION OF ORGANIZATION

Offered by: Councilperson Wayne Grant.

WHEREAS: It is required by law that The Town Board take certain actions at the beginning of each fiscal year to provide necessary services for the Town of Andover

WHEREAS: Such actions could include appointments, setting stipends, identifying duties, clarifying arrangements, taking oaths of office

THEREFORE: Let it be resolved:

That the Town Board, Town of Andover shall meet in regular sessions on the second Tuesday of each month at 6:00pm in the Town Office at 22 E. Greenwood Street, Andover, NY and the Town Clerk is authorized to advertise such dates and location for the monthly meeting in the designated newspaper and post on the official bulletin board at the Town Hall.

That the Spectator is designated as the official newspaper.

That the Steuben Trust Company, Andover branch, is the designated depository for Town Funds.

That the reimbursement for mileage will be 55 cents (fifty-five) per mile.

That the Town Highway Superintendent may purchase parts and equipment up to \$1500.00 without prior Town Board approval.

That all purchases shall be in compliance with the Town of Andover Procurement Policy as adopted by the Town Board on file in the Town Clerk's office.

That according to law, the Supervisor, Town Clerk or any two board members may call an emergency meeting and is authorized to do so.

The position of Deputy Supervisor is authorized and the Supervisor is authorized to fill the position.

That the Town Highway Employees Rate of pay will concur with the current Union Contract.

That the advance payment of certain claims is necessary to efficiently conduct the Towns fiscal responsibilities. The Supervisor is authorized to pay such bills upon receipt of billing. That the Town Supervisor, acting as chief fiscal officer for the Town of Andover, may expediently and expeditiously place Town funds in interest bearing accounts, within the guideline of the State of New York Financial Management Policy.

That the Town of Andover continues its participation in the Allegany County Highway Mutual Aid Plan.

That the Highway Superintendent is authorized to receive a clothing allowance of \$410.00 (four hundred and ten dollars) and is eligible to collect that by submitting a voucher to the board for such an amount on or before December 1, 2020.

That the Town has the authorization for the Town Officials to attend Official Town and County meetings with mileage and expense paid.

That copier fees shall be at \$0.75 per regular copy and \$0.25 for Freedom of Information Law Request.

That the Community Center rental fee shall be \$40 per day plus a \$50.00 deposit fee which is refundable to the payee upon inspection of the Community Center by the Town Clerk after the event.

AND:

That the following appointments are made:

Historian – Kimberly Haswell

Registrar of Vital Statistics – Tasha Rossrucker

Deputy Registrar of Vital Statistics – Amanda Joyce- Phelps

Court Clerk – Wendy Seeley

Bookkeeper – Cindy Welch

Records Management Officer – Tasha Rossrucker

Voting Booth Custodian – Tasha Rossrucker

Janitor – Tasha Rossrucker

Receiver of Taxes – Tasha Rossrucker

Attorney for the Town – Michael Finn

Dog Control Officer – Lori Rumfelt, Alternative – Jim Rumfelt

Deputy Supervisor – Joe Kent

Town Assessor – Timothy Joe Dennheim (2019-2025)

Building Inspector – Charles Cagle

Code Enforcement – Charles Cagle

Delegate to NYS Association of Towns – Wayne Grant, Alternate: Joe Kent

Marriage Officer – Steve Walker (2018-2021)

Deputy Clerk- Amanda Joyce-Phelps

That the schedule of payments shall be as follows:

Councilman – Quarterly

Justice- Monthly

Justice Clerk – Monthly

Supervisor – Monthly

Assessor – Monthly

Dog Control Officer – Monthly

Bookkeeper – Monthly
Code Enforcement Officer – Monthly
Highway Superintendent, Highway Union Employees, Town Clerk – Bi-weekly
Tax Collector – Annual Amount Budgeted on or about April 1st.
Historian - quarterly

Supervisor Annual Appointments for 2021 shall be

Mr. Grant – Co-chairman: Highway Committee, Chairman: Bridge committee, Chairman: Fire and Building Code Committee, Co-Chairman: Fire and Emergency Committee, Chairman: Dog Control Committee, Chairman: Cemeteries Committee, Labor Management Safety Committee Representative - ALTERNATE

Mr. Kent: Deputy Supervisor, Chairman: Highway Committee, Co-Chairman: Equalization and Assessment Committee, Liaison Officer with Andover Village Board, Labor Management Safety Committee Representative

Ms. Simon – Chairman: Equalization and Assessment Committee, Co-chairman: Data Processing Committee, Chairman: Parks and Recreation Committee, Chairman: Planning and Economic Development Committee, Co-Chairman: Bridge Committee

Mr. Zengerle – Chairman: Fire and Emergency Committee, Chairman: Town Owned Property Committee, Chairman: Data-Processing Committee, Co-Chairman: Planning and Economic Development Committee, Co-Chairman: Dog Control Committee, Co-Chairman: Cemeteries Committee

WHEREAS: The Andover Town Board is required, by the State of New York and Local Employees Retirement System to establish a standard workday for elected and appointed officials, the following is a standard workday for determining days worked reportable for the New York State and Local Employees Retirement System:

ALL ELECTED OFFICIALS: Supervisor, Councilperson, Town Clerk, Tax Collector and Town Justice – five day work week, six hour day and Superintendent of Highways – five day work week, eight hour day.

ALL APPPOINTED OFFICIALS: Dog Control Officer, Assessor, Bookkeeper and Code Enforcement Officer – Five day work week, six hour day.

Motion was made by Heather Simon and Matt Zengerle seconded the motion to accept the Resolution 2021-1.

After discussion of the proposal, the Town Supervisor instructed the Town Clerk to call the Roll of the Town Board, which was done with the following results:

Vote: Gus Weber, Supervisor aye
Wayne Grant, Council Member aye
Joe Kent, Council Member aye
Matt Zengerle, Council Member aye
Heather Simon, Council Member aye

Resolution Passed.

Regular Meeting Minutes: The regular meeting minutes from the December 2020 meeting were reviewed. Motion was made by Joe Kent and seconded by Matt Zengerle to approve minutes with corrections made. **5 Members approving, 0 Disapproving, 0 absent Carried**

Reports

Dog Control Officer: Report were submitted by DCO, Lori Rumfelt for month of December. Report was read aloud by Supervisor Gus Weber and reviewed. A motion was made by Joe Kent and seconded by Matt Zengerle to accept the report. **5 Members approving, 0 Disapproving, 0 absent Carried**

Highway Report: Highway Superintendent Jim Frungillo reports that they are getting ready to cut brush. The pump on the '14 Peterbuilt went. The gear box will be \$2,100.00. The guys have bought chemicals to disinfect the equipment, shop and the Town office, which are done once a week. **5 Members approving, 0 Disapproving, 0 absent Carried**

Code Enforcement Report: Report enclosed.

Town Clerk's Report. The December 2020 Clerk's report was presented. The town collected \$383.50 total. \$382.50 local shares and \$1.00 to Ag and Markets and \$0.00 to NYS Dept. of Health. Motion was made to accept Clerk's report by Wayne Grant and seconded by Matt Zengerle. **5 Members approving, 0 Disapproving, 0 absent Carried**

Town Justice Report: Justice James Ames submitted the December 2020 report before the court had to shut down due to COVID-19, which was reviewed by board members. A motion was made to accept the Town Justice report by Heather Simon and seconded by Matt Zengerle. **5 Members approving, 0 Disapproving, 0 absent Carried**

Andover Police Department Report: A police activity report was submitted by Officer Rumfelt. The report was read aloud and reviewed. A motion was made to accept the Police report by Wayne Grant and seconded by Matt Zengerle. **5 Members approving, 0 Disapproving, 0 absent Carried**

Resolution 2021-2 – Town of Andover Police Coverage

The following resolution offered by Joe Kent and Wayne Grant.

Resolution 2021-2 : Approve IMA Police Contract with Village of Andover.

1. This IMA shall be effective as of the 1st day of January 2021 and shall terminate or the 31st day of December, 2021.
2. In the event that the Town wishes to renew or re-negotiate this IMA, the Town recognizes that it is in the best interest of both parties if the Town notifies the

Village of such intentions within a reasonable period of time prior to the expiration of this IMA.

3. This agreement may be terminated at any time by either party upon thirty days written notice to the other party.

Motion moved by Joe Kent and seconded by Wayne Grant.

Poll of Officers:

Supervisor Gus Weber, aye

Deputy Supervisor, Joseph Kent, aye

Wayne Grant, Councilman, aye

Heather Simon, Councilwoman aye

Matthew Zengerle, Councilman, aye

5 Members approving, 0 Disapproving, 0 absent.

Resolution Passed.

Participation in Drug and Alcohol Policy: This policy is for testing to be posted electronically for the guys working at the Town. A motion was made to accept the Drug and Alcohol Policy by Wayne Grant and seconded by Matt Zengerle. **5 Members approving, 0 Disapproving, 0 absent Carried**

DATED: January 12, 2021

TOWN OF ANDOVER, NEW YORK

Resolution 2021-3: Drug and Alcohol Policy for the Town of Andover

Let it be resolved that the Town of Andover is approving to adopt the new policy for Drug and Alcohol.

Motion moved by Wayne Grant and seconded by Matt Zengerle.

Poll of Officers:

Supervisor Gus Weber, aye

Deputy Supervisor, Joseph Kent, aye

Wayne Grant, Councilman, aye

Heather Simon, Councilwoman aye

Matthew Zengerle, Councilman, aye

5 Members approving, 0 Disapproving, 0 absent. Resolution Passed

AHPC Grant: Supervisor Gus Weber read the monthly report for the grant. A motion was made to accept the monthly AHPC Grant #37HR368-19 by Heather Simon and seconded by Matt Zengerle. **5 Members approving, 0 Disapproving, 0 absent Carried**

Bills:

General A Vouchers	0-14	\$4,301.79
Highway DA Vouchers	1-13	\$15,812.57
Highway DB Vouchers	1-4	\$517.52

Motion made by Heather Simon and seconded by Matt Zengerle to pay the bills as submitted. We are making appointments to have the board come in and sign the bills separately due to COVID-19.

5 Members approving, 0 Disapproving, 0 absent Carried

Motion made by Wayne Grant and seconded by Joe Kent to adjourn the meeting for the evening. Meeting adjourned at 6:28pm. **5 Members approving, 0 Disapproving, 0 absent Carried**

Respectfully submitted,

Tasha Rossrucker
Clerk