

MONTHLY MEETING AND ORGANIZATIONAL MEETING; TOWN OF LEON; January 11, 2017

The monthly meeting and organizational meeting of the Town Board of the Town of Leon, Cattaraugus County, New York was held at the Town Hall, 12195 Leon-New Albion Road, Conewango Valley, NY on the 11th day of January 2017.

PRESENT: Fred Filock --- Supervisor
Lynn Milliman --- Councilman
Jackie Ellis --- Councilwoman
Calvin Milliman --- Councilman
Doug Keppel --- Councilman
Joel Fiebelkorn --- Highway Superintendent
Sheila Fiebelkorn --- Clerk
Jeff Holler --- Code Enforcement Officer
Amanda Brainard --- Cemetery Records Keeper

Supervisor F. Filock called the meeting to order at 7:00PM.

Resolution 1-2017

APPROVAL OF MINUTES

On a motion by Councilman D. Keppel, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 5 J. Ellis, C. Milliman, D. Keppel, F. Filock, L. Milliman
Nays 0

Resolved that the December 2016 regular board meeting minutes be accepted as submitted.

Resolution 2-2017

FINANCIAL REPORT

On a motion by Councilman C. Milliman, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 5 J. Ellis, C. Milliman, D. Keppel, F. Filock, L. Milliman
Nays 0

Resolved that the December 2016 Financial Report be accepted as submitted.

Resolution 3-2017

AUDIT OF CLAIMS

On a motion by Councilman D. Keppel, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 5 J. Ellis, C. Milliman, D. Keppel, F. Filock, L. Milliman
Nays 0

Resolved that the bills be paid as follows:

General \$3,295.20 Highway \$35,795.54 Light District \$245.21 Highway FEMA \$23,609.07.

Resolution 4-2017

DESIGNATION OF DEPOSITORIES

On a motion by Councilwoman J. Ellis, seconded by Councilman C. Milliman, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman
Nays 0

Resolved that, pursuant to Section 64 of the Town Law, Cattaraugus County Bank, Little Valley, is hereby designated as depository of all the monies received by the Supervisor, Town Clerk, Tax Collector, and Town Justice.

Resolution 5-2017

OFFICIAL NEWSPAPER

On a motion by Councilman C. Milliman, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman
Nays 0

Resolved that the Jamestown Post Journal will be the Town of Leon's official newspaper.

Resolution 6-2017

SUPERVISOR'S YEARLY REPORT

On a motion by Councilman D. Keppel, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman
Nays 0

Resolved that in lieu of the annual financial report, the Supervisor shall submit to the Town Clerk, within 60 days after the close of the fiscal year, a copy of his/her report to the State Comptroller, and the Town Clerk is hereby required to publish a summary of the same within 10 days in the official newspaper.

Resolution 7-2017

MEETING DATES

On a motion by Councilman L. Milliman, seconded by Councilman D. Keppel, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman
Nays 0

Resolved that the regular monthly meetings of the Leon Town Board for 2017 will be held at 7:00PM at the Leon Town Hall on the 2nd Wednesday of each month.

Resolution 8-2017

PROCUREMENT POLICY

On a motion by Councilwoman J. Ellis, seconded by Councilman, C. Milliman, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman
Nays 0

Resolved that the Procurement Policies and Procedures of the Town of Leon as adopted January 14, 1992 are renewed with no changes.

Resolution 9-2017

INVESTMENT POLICY

On a motion by Councilman C. Milliman, seconded by Councilman L. Milliman, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman
Nays 0

Resolved that the Investment Policy of the Town of Leon as amended January 9, 1996, is renewed with no changes.

Resolution 10-2017

PAY PERIODS

On a motion by Councilman D. Keppel, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman
Nays 0

Resolve that pay periods for employees of the Town of Leon are set as follows:

Bi-Weekly – Superintendent of Highways and Highway employees

Monthly – Assessor, Code Enforcement Officer, Dog Control Officer, Justice, Supervisor, Town Clerk, Accounting Firm, Budget Officer, and Cemetery Records Keeper

June/December – Deputy Highway Superintendent, insurance buy out employees and kennel fees

March, June, September, December – Councilpersons

December – Historian, Deputy Supervisor, Registrar

Resolution 11-2017

MILEAGE REIMBURSEMENT RATE

On a motion by Councilman L. Milliman, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman

Nays 0

Resolve that the mileage rate for reimbursement to town officials who use their personal vehicle for town business is set at \$.53.5 per mile, which is the current Federal rate per mile.

Resolution 12-2017

TOWN ATTORNEY

On a motion by Councilwoman J. Ellis, seconded by Councilman C. Milliman, the following was

ADOPTED Ayes 4 J. Ellis, C. Milliman, D. Keppel, L. Milliman

Nays 0

Resolved that the attorneys for the Town of Leon will be Kathleen Moriarty and Hodgson and Russ.

Resolution 13-2017

MITIGATION PLAN

On a motion by Councilman C. Milliman, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 5 J. Ellis, C. Milliman, D. Keppel, L. Milliman, F. Filock

Nays 0

Resolved that the Cattaraugus County Hazard Mitigation Plan be adopted.

Resolution 14-2017

STANDARD WORK DAY FOR APPOINTED AND ELECTED OFFICIALS IN THE NYS RETIREMENT SYSTEM

On a motion by Councilman L. Milliman, seconded by Councilwoman J. Ellis, the following was

ADOPTED Ayes 5 J. Ellis, C. Milliman, D. Keppel, L. Milliman, F. Filock

Nays 0

We have made a resolution and affidavit of posting for all appointed and elected officials, who are members of the NYS Retirement System to include:

Fredrick Filock/Town Supervisor, 8 hour work day, term expires 12/31/17, has submitted record of work activities and works 7.6 days per month.

Joel Fiebelkorn/Highway Superintendent, 8 hour work day, term expires 12/31/19, has submitted record of work activities and works 21.67 days per month.

Sheila Fiebelkorn/Town Clerk, 8 hour work day, term expires 12/31/17, has submitted record of work activities and works 4.13 days per month.

Ashley Milliman/Justice, 8 hour work day, term expires 12/31/20, has submitted record of work activities and works 1.5 days per month.

CODE ENFORCEMENT REPORT

0 permits, 2 calls, 2 inspections.

