

MONTHLY MEETING AND ORGANIZATIONAL MEETING; TOWN OF LEON; January 13, 2021

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 13th day of January 2021.

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

Residents - 0

Guests - 0

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

Resolution 1-2021

APPROVAL OF MINUTES

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

ADOPTED Ayes 3 J. Ellis, F. Filock, L. Milliman
 Nays 0

Resolved that the December 2020 regular board meeting minutes be accepted as submitted.

Resolution 2-2021

FINANCIAL REPORT

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

ADOPTED Ayes 3 J. Ellis, F. Filock, L. Milliman
 Nays 0

Resolved that the December 2020 Financial Report be accepted as submitted.

Resolution 3-2021

AUDIT OF CLAIMS

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

ADOPTED Ayes 3 J. Ellis, F. Filock, L. Milliman
 Nays 0

Resolved that the bills be paid as follows:

General \$8,441.20 Highway \$5,109.26 Light District \$261.62

CODE ENFORCEMENT REPORT

4 calls, 3 inspections, 1 permit, submitted \$50.00.

CLERK REPORT

Collected \$113.00 for transfer station tickets, a hunting license, and a dog license. \$13.28 for local shares was submitted. Tax collection has begun.

HIGHWAY SUPERINTENDENT REPORT

Plowing done when needed. Maintenance and repair on trucks being done. Josh Lanphere declined position of highway worker. Discussed other applicants for open highway worker position. Waiting for quote for trade in on International truck. Needed repairs being done to International truck. Discussed options for International truck.

SUPERVISORS REPORT

Discussed the following resolutions.

Resolution 4-2021

REAPPOINTMENT OF REGISTRAR OF VITAL STATISTICS

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

ADOPTED Ayes 3 J. Ellis, F. Filock, L. Milliman
 Nays 0

Resolved that Sheila Fiebelkorn has been reappointed as Registrar of Vital Statistics.

Resolution 5-2021

SENIOR CITIZEN EXEMPTION FOR 2021

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
 Nays 0

We agree to adopt a resolution directing the assessor to grant exemptions pursuant to such section on the 2021 assessment roll to all property owners who received that exemption on the 2020 assessment roll.

Resolution 6-2021

EXPENDITURE OF HIGHWAY MONIES

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
 Nays 0

We resolve to accept the agreement for the expenditure of highway monies.

Resolution 7-2021

HIRE DUANE EMKE

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

ADOPTED Ayes 3 J. Ellis, F. Filock, L. Milliman
 Nays 0

We resolve to hire Duane Emke for the position of highway worker.

Resolution 8-2021

DESIGNATION OF DEPOSITORIES

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
 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 9-2021

OFFICIAL NEWSPAPER

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
Nays 0

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

Resolution 10-2021

SUPERVISOR'S YEARLY REPORT

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

ADOPTED Ayes 53 J. Ellis, L. Milliman, F. Filock
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 11-2021

MEETING DATES

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
Nays 0

Resolved that the regular monthly meetings of the Leon Town Board for 2021 will be held at 7:00PM at the Leon Town Hall on the 2nd Wednesday of each month.

Resolution 12-2021

PROCUREMENT POLICY

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

ADOPTED Ayes 53 J. Ellis, L. Milliman, F. Filock
Nays 0

Resolved that the Procurement Policies and Procedures of the Town of Leon as adopted January 14, 1992, amended February 9, 1999 and January 10, 2018 are renewed with amendments.

Resolution 13-2021

INVESTMENT POLICY

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
Nays 0

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

Resolution 14-2021

PAY PERIODS

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
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 15-2021

MILEAGE REIMBURSEMENT RATE

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
 Nays 0

Resolve that the mileage rate for reimbursement to town officials who use their personal vehicle for town business is set at 56 cents per mile.

Resolution 16-2021

TOWN ATTORNEY

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
 Nays 0

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

Resolution 17-2021

HAZARD MITIGATION PLAN

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

ADOPTED Ayes 3 J. Ellis, L. Milliman, F. Filock
 Nays 0

Resolved that the Cattaraugus County Hazard Mitigation Plan be adopted.

Resolution 18-2021

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 3 J. Ellis, 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 12/31/21, has submitted record of work activities and works 7.6 days per month.

Joel Fiebelkorn/Highway Superintendent, 8 hour work day, term expires 12/31/23, has submitted record of work activities and works 21.67 days per month.

Sheila Fiebelkorn/Town Clerk, 8 hour work day, term expires 12/31/21, has submitted record of work activities and works 4.13 days per month.

Holly Abers/Justice, 8 hour work day, term expires 12/31/24, will submit record of work activities and works 1.5 days per month.

Resolution 19-2021

MEETING ADJOURNMENT

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

ADOPTED Ayes 3 J. Ellis, F. Filock, L. Milliman
 Nays 0

Resolved that the meeting was adjourned at 7:52 PM.

Sheila Fiebelkorn, Leon Town Clerk