

Ossian Town Board Minutes

- Date:** September 12, 2017
- Place:** Ossian Town Hall, 4706 Ossian Hill Rd., Dansville, Livingston County, State of New York
- Purpose:** Regular Board Meeting
- Present:** Supervisor Dwight Knapp, Councilman David Mark, Chris Pero, David Walker, Code Enforcement Officer Robert Bourgoine, Highway Superintendent Shaun Metcalfe, Assessor Holley Smalt, Town Clerk Stephen Rauber
- Absent:** Councilman John Van Heusen
- Call to Order:** The Regular Meeting of the Ossian Town Board was called to order by Supervisor Dwight Knapp at 7:30 PM.
- Pledge:** The pledge to the flag was led by Steve Rauber.
- Approval of Minutes:** The minutes from the August 8, 2017 Regular Board Meeting, were presented. Supervisor Knapp requested that the pledge to the flag was led by Bob Bourgoine, not Shaun Metcalfe. Councilman Walker moved to accept the minutes as corrected. Councilman Pero seconded the motion. Carried.
- Communications:** Supervisor Knapp reported that the Genesee Valley Conservatory will hold its Ag Tour on September 29, 2017. The sales tax receipts are up a bit for Livingston County, so our share of these proceeds will also be up.
- Financial Report:** Supervisor Knapp presented the financial report for the month of August 2017. Total disbursements were \$66,923.28 and total receipts were \$41,428.37. Councilman Mark moved to accept the financial report as presented. Councilman Walker seconded the motion. Carried.
- Claims:** Highway Fund claims #120 through #138 totaling \$55,908.96 and General Fund claims #120 through #128 totaling \$1,902.32 were presented for audit. Councilman Walker moved to accept all claims presented for payment. Councilman Pero seconded the motion. Carried.
- Reports:** Town Clerk Rauber reported a total business of \$536.00 for the month of August. A check in the amount of \$522.00, the Towns share, presented to the Supervisor. Dog Licensing is going well with about 50 dogs licensed so far. Assessor Smalt informed the Board that the Town of Ossian Assessors Office is being audited. The audit will take place in her Dansville office. She also stated that she will attend a meeting in Geneseo to prepare for the 2018 re-val. Historian Rhea Walker stated that she will attend a Livingston County Historians meeting on September 27, 2017 and then will attend the Livingston County Board of Supervisors meeting on that same day. She will also attend the Western NY Historians meeting on October 14, 2017. The local Historical Society will have its

cider and cookie sale on October 28, 2017. She also informed the Board that the Historical Society will run the Summer Recreation Program next year.

Code Enforcement Officer Bourgoine informed the Board that he has issued 5 building permits.

Town Justice Wilson reported no activity for last month.

Supervisor Knapp reported that the Ag Protection will hold a meeting on September 25, 2017 at 6:30pm.

Youth Board Rep, Tony Scavone stated that they have not met for the past 2 months. He reminded the Board that it's not too early to be thinking about Teen Recognition.

Highway Superintendent Metcalfe reported that they are finishing up some oil and stone projects. CHIPS money in the amount of \$105,000.00 should be received within the next few days. The old grader has had a bid of \$8,601.00 so far.

Other Business:

Supervisor Knapp reminded the Board that the Budget meeting at Baldwins will be on 9-13, 2017.

Councilman Pero moved to authorize the Town Clerk to purchase a new vacuum cleaner. Councilman Walker seconded the motion. Carried.

Councilman Mark moved to have the front of the Town Hall sprayed for insects. Councilman Pero seconded the motion.

Carried. Councilman Mark will arrange for the spraying.

The 2017 – 2018 Livingston County Snow and Ice Contract was presented to the Board. Councilman Pero moved to enter into the Snow and Ice Contract with the Livingston County Highway Department for the period October 15, 2017 through October 14, 2018 at the rate of \$81,720.00. Councilman Walker seconded the motion. Voting as follows: Supervisor Knapp –aye, Councilmen Pero – aye, Walker – aye, Mark – aye. Carried.

Councilman Pero moved the following resolution for the Towns Standard Work Day as follows:

whereas, new regulations have been established by the New York State Retirement System for reporting of members work hours, and Whereas, as a result of these changes the Town will need to set new standard work hours for reporting purposes to the State Retirement System, now therefore be it Resolved, that the Town Board be and hereby establishes the following standard work day for elected and appointed officials for the purpose of determining days worked reportable to the New York State and Local Employees Retirement System.

Elected Officials

Town Supervisor	6 hours	4 year term
Town Board Members	6 hours	4 year term
Town Justice	6 hours	4 year term
Town Clerk/Collector	6 hours	4 year term
Highway Superintendent	6 hours	4 year term

Appointed Officials - 5 day Work Week - 8 Hour Day

Highway Employees 8 hours

Appointed Officials – 5 day Work Week - 6 Hour Day

Assessor	6 hours	6 year term
Code Enforcement	6 hours	1 year term
Historian	6 hours	1 year term

and be it further-

Resolved, that all elected and appointed Town employees who are members of the NYS Retirement System shall record his or her hourly work activity for a period of three (3) consecutive months, and be it further -

Resolved, that such record of hourly activities shall be completed within one hundred and fifty (150) days of taking office and shall be submitted by such official to the secretary or clerk of the Town

of Ossian, within one hundred and eighty (180) days of taking office, and be it further -

Resolved, that employees who sign and file a daily time card and sign a statement that they are not required to maintain a record of work activities as they submit a verified time sheet of actual hours worked shall be exempt from keeping the record of hourly activity sheet.

Resolved, that with the passage of this resolution form RS2417-A (RS2417-B) is hereby adopted.

Resolved, that the Standard Work Day and Reporting Resolution form RS2417-A (RS2417-B) will be posted on the official Town Board, near the Main Entrance to the Clerk's Office for a period of not less than thirty (30) days.

Councilman Mark seconded the motion. Carried.

Council Pero moved to authorize the Highway Employees to construct a storage facility to house the grader and roller.

Councilman Walker seconded the motion. Carried.

Councilman Pero moved to enter Executive Session to discuss Employee matters with the Town Clerk and the Assessor attending separately. Councilman Walker seconded the motion, Carried.

No Action Was Taken.

Councilman Walker moved to leave Executive Session and return to regular session. Councilman Mark seconded the motion.

Carried.

Adjournment:

Councilman Walker moved to adjourn. Councilman Mark seconded the motion. Carried. Meeting was adjourned at 8:40 pm.

Steve Rauber, Ossian Town Clerk
September 15, 2017