

A Work Session of the Town Board of the Town of Williamson, County of Wayne and State of New York was held in the Town Complex Court Room located at 6380 Route 21, Suite II, at 7:00 PM on Tuesday April 10, 2012. The following were

PRESENT: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Anthony Verno
Councilman Michael Bixby
Councilman Thomas D. Watson

ABSENT: None

The Board reviewed bills for payment.

The Regular Meeting of the Town Board of the Town of Williamson was held in the Town Complex Court Room located at 6380 Route 21, Suite II, following the Worksession and was called to order at 7:30 PM on Tuesday, April 10, 2012 by Supervisor Hoffman with the Pledge of Allegiance. The following were

PRESENT: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Anthony Verno
Councilman Michael Bixby
Councilman Thomas D. Watson

ABSENT: None

H. Alan Killenbeck, Phil Dean, Michael J. Venishel, Dan Wooster, Hugo Alba-Uribe, Todd Brennessel, Monica Deyo; Times of Wayne County, Wilma Young; Sun & Record, and the undersigned Town Clerk were also present.

Public Comment: No one wished to comment.

Supervisor Hoffman made a motion, seconded by Councilman Verno, to accept the Consent Agenda containing the following items:

- a. previous minutes: March 27, 2012
- b. presentation of the Town Clerk's report & Tax Receiver's report
- c. accept the Town Supervisor's report for March
- d. monthly departmental reports
- e. pay the Library bills as audited by the Library Board of Trustees:
vouchers 628 – 639, total \$11,393.16
- f. approve the following budgetary transfers

<u>From</u>	<u>Amount</u>	<u>To</u>
<i>General Fund</i>		
A1990.900 Contingency	\$ 174.68	A1910.400 Unallocated Insurance
	200.00	A1920.400 Municipal Assoc. Dues
A7110.400 Park Contr.	3,902.26	A7110.410 Park Lodge

The motion was carried.

Supervisor Hoffman presented the following Resolution and moved its adoption. It was seconded by Councilman Verno.

WHEREAS: The record books of the Account Clerk, were audited by the Town Board on February 27, 2012, and the Town Clerk books were audited on April 3rd, 2012,

NOW, THEREFORE, BE IT RESOLVED: That the Town Board of the Town of Williamson hereby acknowledges that the Account Clerk and Town Clerk books were presented to the Town Board for auditing and that the Justice books were audited by an outside audit company,

BE IT FURTHER RESOLVED: The books examined show that monies collected have been turned over to the proper officials.

Roll call vote on the Resolution was as follows:

AYES: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Michael Bixby
Councilman Anthony Verno
Councilman Thomas D. Watson

NAYES: None

The Resolution was declared adopted.

Supervisor Hoffman made a motion, seconded by Councilman Orbaker, to adopt the following Fixed Assets Policy:

SUBJECT: CAPITAL ASSETS ACCOUNTING

The Account Clerk shall be the official responsible for oversight of the accounting for capital assets according to the procedures documented in this policy.

VALUATION

All assets will be recorded at cost based on invoice price and will include all necessary costs incurred to place the asset in service. Incidental costs may include, but are not limited to, shipping, handling, freight, duties, registration fees, installation costs or insurance during transit. All gifts of capital assets will be recorded at fair value at the time received.

CAPITALIZATION

Assets with a useful life of greater than three years will be considered for capitalization. The threshold to be used for the following purposes and/or categories of assets is as follows:

	Physical and Insurance Purposes	Financial Reporting (GASB #34)
Land Improvements	\$1	\$25,000
Buildings and Improvements	\$1	\$50,000
Furniture, Machinery, and Equipment	\$1,000	\$5,000

DEPRECIATION METHOD AND USEFUL LIVES

All assets will be depreciated using the straight-line method and useful lives will be estimated in the year of purchase. Depreciation expense will be calculated beginning in the year after acquisition.

INVENTORIES

The Supervisor's clerk shall be responsible for maintaining a continuous and accurate inventory of equipment owned by the Town.

FIXED ASSETS

The Supervisor's clerk shall serve as Coordinator of Fixed Assets of the Town. All fixed assets (furniture, machinery, and equipment) carrying a value of at least \$1,000 shall be inventoried and recorded. A complete physical inventory shall be conducted every three (3) years beginning with the 2012 year.

FINANCIAL REPORTING

For financial reporting in compliance with GASB #34, all fixed assets carrying a value of at least \$5,000 shall be inventoried and recorded. The motion was carried.

Councilman Bixby made a motion, seconded by Councilman Watson, to hire Jim Koudelka as a part-time employee, to work not more than 1039 hours per year, as groundskeeper at the Town Park, at a pay rate of \$10.20 per hour. The motion was carried.

Councilman Orbaker made a motion, seconded by Councilman Watson, to declare the 1994 GMC Yukon Ambulance as surplus and to advertise for bids. The advertisement for bids will in the official Town papers the week of April 15, 2012. Bids will be received until May 3, 2012 at 4:00 PM at which time they will be opened and read. Councilman Bixby amended the motion to read "Fly Car" instead of "Ambulance", seconded by Councilman Verno. The amended motion was carried.

Councilman Orbaker presented the following Resolution and moved its adoption. It was seconded by Councilman Bixby.

WHEREAS: The Town of Williamson may during a time of crisis, emergency, or disaster, desire to receive assistance in the form of services, equipment, facilities, or supplies from other villages and towns within the county of Wayne, as well as with the County of Wayne itself; and

WHEREAS: The Wayne County Emergency Management Office has created a Multi-Jurisdictional Municipal Mutual Aid Agreement for the benefit of all the municipalities with Wayne County, whose form and content have been approved by the Wayne County Attorney; and

WHEREAS: §25 of Article 2-B of the New York State Executive Law provides that upon the receipt of a request for assistance made pursuant to Executive Law §25 (2) or (3), the chief executive of any political subdivision may give, lend or lease on such terms and conditions as he may deem necessary to promote the public welfare and protect the interests of such political subdivision, any services, equipment, facilities, supplies or other resources of his political subdivision for the purpose of assisting a political subdivision in emergency relief, reconstruction, or rehabilitation made necessary by a disaster; and

WHEREAS: The Town of Williamson recognizes the potential need for mutual aid during a time of crisis, emergency, or disaster; and

WHEREAS: The signing of this agreement will allow all parties to quickly provide mutual aid assistance when requested;

WHEREAS: Town of Williamson desires to participate in the Wayne County Multi-Jurisdictional Municipal Mutual Aid Agreement.

NOW THEREFORE, BE IT RESOLVED: That the Town Supervisor is authorized to sign the Wayne County Multi-Jurisdictional Municipal Mutual Aid Agreement; and
BE IT FURTHERE RESOLVED: That this agreement supersedes any previous agreements currently in place.

Roll call vote on the Resolution was as follows:

AYES: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Michael Bixby
Councilman Anthony Verno
Councilman Thomas D. Watson

NAYES: None

The Resolution was declared adopted.

Councilman Orbaker presented the following Resolution and moved its adoption. It was seconded by Councilman Verno.

WHEREAS: The Town of Williamson may from time to time desire to share services, equipment, facilities, or supplies with other villages and towns within the county of Wayne, as well as with the County of Wayne itself; and

WHEREAS: The Wayne County Emergency Management Office has created a Multi-Jurisdictional Municipal Shared Services Agreement for the benefit of all the municipalities with Wayne County, whose form and content have been approved by the Wayne County Attorney; and

WHEREAS: Article 2-B of the State of New York Executive Law authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

WHEREAS: The Town of Williamson recognizes the potential for cost savings by maximizing the effective utilization of all parties' resources through shared services; and

WHEREAS: The signing of this agreement will allow all parties to share services with one another as needed or requested;

WHEREAS: Town of Williamson desires to participate in the Wayne County Multi-Jurisdictional Municipal Shared Services Agreement.

NOW THEREFORE, BE IT RESOLVED: That the Town Supervisor is authorized to sign the Wayne County Multi-Jurisdictional Municipal Shared Services Agreement; and

BE IT FURTHER RESOLVED: That this agreement supersedes any previous agreements currently in place.

Roll call vote on the Resolution was as follows:

AYES: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Michael Bixby
Councilman Anthony Verno
Councilman Thomas D. Watson

NAYES: None

The Resolution was declared adopted.

Bids having been opened and read at 11:00 AM on April 2, 2012 for the Williamson Spring Clean-up were as follows:

<u>Company</u>	<u>Metal</u>	<u>Tires</u>	<u>Other</u>	<u>Freon Materials</u>
Alpco Recycling, Inc. 846 Macedon Center Road P.O. Box 837 Macedon, New York 14502	\$225.00/rebate	\$120.00	\$60.00	no charge

Councilman Verno presented the following Resolution and moved its adoption. It was seconded by Councilman Orbaker.

WHEREAS: A bid was received and opened on April 2, 2012 at 11:00 AM for the Williamson Spring Clean-up and,

WHEREAS: The bid was examined to determine that it meet all the requirements and specifications, and is in the best interest of the Town,

NOW, THEREFORE, BE IT RESOLVED: That the bid be awarded to Alpco Recycling, Inc. being the lowest bid and only, meeting all requirements and specifications and is determined to be in the best interest of the Town.

Roll call vote on the Resolution was as follows:

AYES: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Michael Bixby
Councilman Anthony Verno
Councilman Thomas D. Watson

NAYES: None

The Resolution was declared adopted.

Councilman Verno presented the following Resolution and moved its adoption. It was seconded by Councilman Bixby.

WHEREAS: Susan Benson, Mike Rowland, Reva Comeau, the owners of RJH Rental Properties, LLC ("RJH") with a mailing address of c/o Grow and Grow, 6431 Lake Avenue, P.O. Box 92, Williamson, New York 14589; owners of the land hereinafter described, have offered to dedicate and convey to the Town of Williamson, County of Wayne, State of New York, without remuneration and free and clear of and from all liens and encumbrances, the water line improvements hereinafter described as follows;

ALL THOSE WATER LINE IMPROVEMENTS: Situate on the Town of Williamson, County of Wayne, State of New York, shown on a map of as built water distribution plan by Shelley Associates dated December 1, 2011, a copy of which is annexed hereto, and

WHEREAS: The TOWN OF WILLIAMSON, wishes to accept a dedication of the water line improvements and easements to the lands required to operate and maintain the water line improvements, and

WHEREAS: Susan Benson, Mike Rowland, Reva Comeau, the owners of RJH Rental Properties, LLC ("RJH") with a mailing address of c/o Grow and Grow, 6431 Lake Avenue, P.O. Box 92, Williamson, New York 14589; owners of the land hereinafter described, have offered to dedicate and convey to the Town of Williamson,

County of Wayne, State of New York, without remuneration and free and clear of and from all liens and encumbrances, the water line improvements hereinafter described as follows;

ALL THOSE WATER LINE IMPROVEMENTS: Situate on the Town of Williamson, County of Wayne, State of New York, shown on a map of as built water distribution plan by Shelley Associates dated December 1, 2011, a copy of which is annexed hereto, all as to be more particularly described in a deed thereto, and

WHEREAS: The TOWN OF WILLIAMSON, wishes to accept an easement for a turnaround;

THEREFORE, BE IT RESOLVED: That consent be and the same is hereby for the Supervisor to sign such documents as may, with the approval of the Town Attorney, be necessary to effectuate said transfer of easement as hereinbefore described.

Roll call vote on the Resolution was as follows:

AYES: Supervisor James D. Hoffman
Councilman Gary Orbaker
Councilman Michael Bixby
Councilman Anthony Verno
Councilman Thomas D. Watson

NAYES: None

The Resolution was declared adopted.

The Board agreed it was time to increase the Highway Superintendent duties.

Public Comment: Dan Wooster question how water billing worked and Al Killenbeck asked when water would be hooked up at Holland's Cove.

Supervisor Hoffman made a motion, seconded by Councilman Bixby, to pay the following bills as audited:

ABSTRACT # 6	2012	
	<u>VOUCHER #</u>	<u>AMOUNT</u>
GENERAL FUND	545 – 576, 640	\$101,555.81
YOUTH	641	
HIGHWAY	577 – 596	\$ 9,301.33
WATER	597 – 612	\$ 56,467.20
SEWER	613 – 626	\$ 4,075.67
<u>DRAINAGE</u>	<u>627</u>	<u>\$ 900.10</u>
GRAND TOTAL:		\$172,300.11

The motion was carried

Councilman Verno made a motion, seconded by Councilman Bixby, to adjourn the meeting at 7:55 PM. The motion was carried.

Respectfully Submitted,

Marlene A. Gulick
Town Clerk