

The Organizational meeting was held January 6, 2015 at Hutchinson Hall, Town of Newark Valley at 7:00 pm. The following were

PRESENT: Stuart Yetter, Jr., Supervisor
Timothy Dalton, Councilman
Daniel Cheresnowski, Councilman
Ronald Graham, Councilman
ABSENT: Joe Tomazin, Jr., Councilman

Also Present: Denise Liske; Dog Control Officer and Del Mock.

Supervisor Yetter called the meeting to order.

Pledge of Allegiance

Supervisor Yetter led all in the Pledge of Allegiance.

Town of Newark Valley 2015 Organizational Meeting Resolutions

Resolution #1-2015

Appointments

On a motion offered by Councilman Cheresnowski and seconded by Councilman Dalton, the Town Board resolved the following:

Be it resolved the following appointments to remain in effect until the 2016 Town Board Organizational Meeting, unless rescinded by the Town Board:

Deputy Town Supervisor – Daniel Cheresnowski
Town Bookkeeper – Karen Umiker
Legal Services – Firm of Levene, Gouldin & Thompson
Town Records Officer – Barbara Mock, Town Clerk
Town Assessor – Douglas Barton
Deputy Town Clerk – Sharon Weed
Tax Collector – Barbara Mock
Deputy Tax Collector – Sharon Weed
Dog Control Officer – Denise Liske
Dog Enumerator – Denise Liske
Code Enforcement Officer – Thomas Larson
Fire Marshal – Dennis Liebe
Town Court Clerk – Yvonne Tuetken
Town Historian – Shirley Callahan
Registrar of Vital Statistics – Barbara Mock
Deputy Registrar of Vital Statistics – Karen Umiker
Representative to Tioga County Council of Governments – Stuart Yetter
Public Information Officer – Alexandra Torra

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution #2-2015**Salaries**

On a motion offered by Councilman Graham and seconded by Councilman Cheresnowski, the Town Board resolved the following:

Be it resolved that the Town Board of Newark Valley has authorized the Town Supervisor to pay the salaries adopted in the 2015 Town of Newark Valley Budget in the following intervals:

Councilman (4) – \$3965.25 annually, paid \$1982.62 in June and \$1982.62 in December

Town Justices (2) - \$8147 each, annually, paid monthly

Court Clerk - \$8,380 annually, paid monthly

Supervisor - \$12,860 annually, paid monthly

Town Clerk - \$14,447 annually, paid monthly

Tax Collector - \$3,658 annually, paid monthly January – June

Deputy Tax Collector - \$10.00 hr., paid bi-weekly

Deputy Town Clerk - \$10.00 hr., paid bi-weekly

Town Assessor - \$16,080 annually, paid monthly

Dog Control Officer - \$5,261.76 annually, paid monthly

Dog Enumerator - \$2,700 annually, paid monthly

Code Enforcement Officer - \$12,285 annually, paid monthly

Fire Marshal - \$6,068 annually, paid monthly

Highway Superintendent - \$52,500 annually, paid bi-weekly

Highway Dept. Secretary - \$10.80 hr., paid bi-weekly

Town Hall Secretary - \$11,051 annually, paid bi-weekly

Town Bookkeeper - \$10,025 annually, paid bi-weekly

Registrar of Vital Statistics - \$494 annually, paid monthly

Deputy Registrar of Vital Statistics - \$10.00 hr., paid bi-weekly

Public Information Officer - \$655 annually, paid bi-weekly

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution #3-2015**Payment of Utility Bills**

On a motion offered by Councilman Dalton and seconded by Councilman Graham , the Town Board resolved the following:

Be it resolved that the Town Board of Newark Valley hereby authorizes the Town Supervisor to pay utility bills prior to audit.

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution #4-2015**Regular Board Meetings**

On a motion offered by Councilman Cheresnowski and seconded by Councilman Dalton, the Town Board resolved the following:

Be it resolved that the Town Board of Newark Valley has determined that it will conduct its regular meeting on the third Tuesday of each month. The first Tuesday of each month will be reserved for work sessions on a regular monthly basis. These will be regular Board meetings with no bill paying or privilege of the floor sessions.

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution #5-2015**Official Banks**

On a motion offered by Councilman Graham and seconded by Councilman Cheresnowski, the Town Board resolved the following:

Be it resolved that the Town of Newark Valley has determined that the following banks as the Town's official banking institutions until the 2016 Town Board organizational meeting:

NBT – Newark Valley Branch

Chemung Canal Trust Company – Owego

Tioga State Bank – Owego

The Town Supervisor may also establish CD's, Money Market Funds, or Government Savings Accounts at any of these banks to maximize interest earnings consistent with the Town's investment policy and municipal laws.

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution #6-2015**Official Newspaper**

On a motion offered by Councilman Dalton and seconded by Councilman Cheresnowski, the Town Board resolved the following:

Be it resolved that the Town Board of Newark Valley has determined that the Tioga County Courier in Owego, NY as the Town's official newspaper. The Town Board may, at its discretion, authorize the Town Clerk to publish in additional newspaper in general circulation within the Town.

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution # 7-2015**Official Radio Stations**

On a motion offered by Councilman Graham and seconded by Councilman Dalton, the Town Board resolved the following:

Be it resolved that the Town Board of Newark Valley has determined that the town's official radio stations will be WNBF 1290 AM and WHWK 98.1 FM in Binghamton.

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution #8-2015**Town Tax Money**

On a motion offered by Councilman Graham and seconded by Councilman Cheresnowski, the Town Board resolved the following:

Be it resolved that the Town Board of Newark Valley hereby authorizes the Town Tax collector to pay increments of \$50,000.00 of town tax moneys received, to the Town Supervisor, until the total budget requirement is fulfilled.

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

Resolution #9-2015**Annual Report**

On a motion offered by Councilman Dalton and seconded by Councilman Graham, the Town Board resolved the following:

Be it resolved that the Town Board of Newark Valley hereby authorizes the Town Supervisor to submit to the Town Clerk a copy of the Town's Annual Report to the State Comptroller, in lieu of a separate financial report per Town Law, Section 29 (10-A). Said report to be filed within sixty days of the close of the Town's fiscal year, unless an extension is granted by the State Comptroller's office, in which case within one hundred twenty days of the close of the fiscal year.

Councilman Ronald Graham - AYE

Councilman Dalton – AYE

Councilman Cheresnowski – AYE

Supervisor Yetter – AYE

MOTION CARRIED

TOWN OF NEWARK VALLEY
2015 COMMITTEE ASSIGNMENTS

Oversight Committee

Purpose: To audit the town's financial records on a semi-annual basis January & July and report any findings to the Town Board.

Committee Members:

Audit #1 – Supervisor Books – Councilman Tomazin, Councilman Graham
Justice & Town Clerk Books – Councilman Cheresnowski , Councilman Dalton

Audit #2 – Supervisor Books – Councilman Graham, Councilman Dalton
Justice & Town Clerk Books – Councilman Cheresnowski, Councilman Tomazin

Ordinance Committee

Purpose: Work with Town Planning Board to review and update local laws.

Committee Members: Councilman Dalton, Councilman Tomazin

Highway Committee

Purpose: To ensure open lines of communication are maintained between the Highway Department and the Town Board. In the absence of the Town Highway Superintendent, provide monthly report to the Town Board as to the status of highway projects, equipment, etc.

Committee Members: Councilman Cheresnowski, Councilman Tomazin

Records Management Committee

Purpose: To ensure the Town records are maintained in a manner, which makes the most efficient use of available storage space, protects the integrity of the documents, and keep the Town of Newark Valley in compliance with the law.

Committee Members: Councilman Graham, Councilman Tomazin

Assessment Committee

Purpose: To review Building Code Reports and Tax Rolls to verify new buildings are being assessed and added to tax rolls. Review job descriptions and determine hours and scheduling.

Committee Members: Councilman Tomazin, Supervisor Yetter

Code Department Liaison Committee

Purpose: To work with the Code Enforcement Officer to improve Town Codes and performance of the Code Enforcement Officer.

Committee Members: Councilman Cheresnowski, Councilman Dalton

Dog Control Liaison Committee

Purpose: To keep lines of communication open between the Dog Control Officer and the Town board and ensure that dog issues are handled.

Committee Members: Councilman Dalton, Councilman Graham

TOWN OF NEWARK VALLEY 2015 OBJECTIVES

A. HUMAN RESOURCES

To recruit and obtain qualified personnel for all vacant positions, and to retain incumbents such that the Town of Newark Valley has 0% vacancies at the close of 2015. This will include developing a file of applicants prior to a vacancy existing.

B. FINANCIAL

To manage appropriations to 2015 budget amounts. Develop procedures for tracking Highway Department invoices, materials, parts and fixed assets. Track project costs, per mile road costs and vehicle expenses. To work towards being ready for proposed new Accounting Standards.

C. PLANNING

Work with the Town Planning Board to update codes. Work to pass local laws to regulate industrial growth as may be related to the natural gas business and associated industries.

D. TOWN MANAGEMENT

To review transportation and equipment needs of the Town Highway Department and develop plan for phasing out and replacing older machinery, including necessary funding requirements. Emphasis should be placed on replacing existing machinery with multipurpose equipment; and on consolidation of services with neighboring communities.

E. BUILDING MAINTENANCE AND CAPITAL IMPROVEMENT

Re-do Highway Department driveway and parking lot if possible. Continue preparations for a salt storage facility.

F. INTERMUNICIPAL COOPERATION AND CONSOLIDATION

Investigate areas that may yield financial savings through cooperation or consolidation. A cooperation plan will be necessary in 2015 to qualify for the rebate for staying under the tax cap.

STATE OF THE TOWN 2014

2014 was a trying year at times. The winter started harshly and caused overruns in our snow removal costs. Expensive repairs on some aging equipment caused an overrun in our machinery maintenance accounts. Fortunately we were able to cover these expenses and finish the year in the black and stay under the tax cap for the 2015 fiscal year. The challenges this year will be to study our operations and find ways to keep expenses in check while maintaining our services. I am confident that with the continued cooperation of the Board, other elected officials and our employees that this will be accomplished.

Stuart Yetter, Jr.
Supervisor

We need to do a resolution removing Cheryl Galluzzo as the Town of Newark Valley Bookkeeper.

Resolution #10-2015 **Removal of Cheryl Galluzzo as Bookkeeper for the Town of Newark Valley**

On a motion offered by Councilman Cheresnowski and seconded by Councilman Graham, the Town Board authorizes the removal of Cheryl Galluzzo as the Bookkeeper for the Town of Newark Valley.

Councilman Dalton - AYE
Councilman Cheresnowski - AYE
Councilman Graham - AYE
Supervisor Yetter, Jr. - AYE

Motion Carried

We need to do a resolution appointing Karen Umiker as the Bookkeeper for the Town of Newark Valley.

Resolution #11-2015 **Appointment of Karen Umiker as the Bookkeeper for the Town of Newark Valley**

On a motion offered by Councilman Graham and seconded by Councilman Dalton, the Town Board authorizes the appointment of Karen Umiker as the Bookkeeper for the Town of Newark Valley.

Councilman Dalton - AYE
Councilman Cheresnowski - AYE
Councilman Graham - AYE
Supervisor Yetter, Jr. - AYE

Motion Carried

We need to do a resolution, removing Cheryl Galluzzo from the Supervisor's Bank Accounts at NBT.

Resolution #12-2015 **Removal of Cheryl Galluzzo from All the Supervisor's Bank Accounts at NBT**

On a motion offered by Councilman Cheresnowski and seconded by Councilman Graham, the Town Board authorizes the removal of Cheryl Galluzzo from the Supervisor's Bank Accounts at NBT.

Councilman Dalton - AYE

Councilman Cheresnowski - AYE

Councilman Graham - AYE

Supervisor Yetter, Jr. - AYE

Motion Carried

Discussion about the salt storage shed.

Dog Control Report

Denise Liske said there were over 100 delinquent dog licenses when she started in September. She is now down to 20. No dog has gone to Stray Haven since she took over. Unlicensed dogs are being licensed. The Face Book page has helped with lost and found dogs. We have one dangerous dog case. She said one of her goals is to get the enumeration done this year. She discussed an odd case she had with the Board. She would like to look at other boarding and adoption options.

A motion was offered by Councilman Graham and seconded by Councilman Cheresnowski to adjourn the meeting at 7:25 PM.

The next meeting is January 20, 2015.

Respectfully submitted,

Barbara S. Mock
Town Clerk