

**ORGANIZATIONAL MEETING OF THE CAMPBELL TOWN BOARD
FOR THE YEAR 2015
AND JANUARY MONTHLY MEETING HELD JANUARY 12, 2015**

The organizational meeting of the Campbell Town Board was held on January 12, 2015 at 6 p.m. at the Campbell Town Hall with the following----

Members Present: David L. Tennent, John Tschantre, Jeffrey Horton, Sara Rosplock and Terry Wheat.

Members Absent: None.

Others Present: Holley Smalt, Bob Hilbert of Appraisal Consultants, Don Markell, Linda Baird, Karen Miller, Glenn Vogel, Forest Buckley and Andrew Buckley.

Pledge of Allegiance / Call to Order/ Roll Call and Appointment of Chairman.

The pledge of allegiance was led by Mr. Tennent; he then called the meeting to order and roll call was taken by the Town Clerk.

RESOLUTION #1 was offered by Rosplock and seconded by Tschantre to appoint Mr. Tennent as chairman of the Organizational Meeting. All members voted aye.

BLANKET RESOLUTION #2 FOR APPOINTMENTS was offered by Horton and seconded by Rosplock as follows:

Deputy Town Supervisor-----That John Tschantre be appointed Deputy Town Supervisor pursuant to Section 43 of the Town Law for the year.

Town Attorney -- Previously, David Pullen, Esq. was appointed to a two-year term pursuant to Town Law S24, through December 31, 2015. Mr. Tennent is hereby authorized to sign a new attorney retainer agreement for 2015.

Building Inspector and Code Enforcement Officer-----That Marvin Rethmel be appointed as Building Inspector and Code Enforcement Officer to issue building permits and to enforce zoning code matters;

Deputy Town Clerk and Deputy Registrar of Vital Statistics-----Inasmuch as Town Clerk, Sandra M. Austin wishes to appoint Vicky L. Nguyen, as Deputy Town Clerk and Kathy Darcangelo, as Second Deputy Clerk and Deputy Registrar of Vital Statistics, that said appointments are authorized.

Court Clerks-----That Vicky L. Nguyen, Wendy Oman and Kathy Darcangelo be appointed as part-time court clerks for the year;

Bookkeeper-----That Baldwin Business Service be appointed bookkeeper to the supervisor for the year;

Town Historian-----That Lorraine Loomis-Konig be appointed as Town Historian for the year;

Planning Board Appointment-----That Denice Thompson be re-appointed to the Planning Board for a 5-year term commencing Jan. 1, 2015 and running through Dec. 31, 2019;

Alternate Planning Board Appointment--- Alternate planning board appointments are now a yearly appointment. That Linda Baird and Donald Markell be appointed as alternate Planning Board members for the year;

Zoning Board of Appeals-----That James L. Miller be re-appointed to the Zoning Board of Appeals for a 5-year term commencing Jan.1, 2015 through Dec. 31, 2019;

Janitorial Services-----That Justin Stark be appointed the Janitor for the year;

Bank Depositories-----That Community bank, N.A. and Five Star Bank are hereby designated as the official depositories for all Town funds and accounts;

Banking Resolution---That the Town Supervisor and Deputy Town Supervisor be authorized signers on the Town bank accounts;

State Magistrate Association-----That the Town Justices be authorized to attend this year's State Magistrates Meetings at the Town's expense, according to the adopted policy;

All Original Town Records-----That as requested by the Town Clerk, by authority of paragraph 30 of the Town Law, it is hereby the Town policy that all Town records including canceled checks, contracts, deeds, vouchers, tax records, warrants, insurance policies and other records that shall be kept in the Town Clerk's vault or in other approved fire safe storage. Access to these records will be available during regular business hours, Monday through Friday 8:00 am to 4:00 pm according to the Freedom of Information Law.

Petty Cash Funds Authorized-----That the following be authorized: Town Clerk be authorized \$100.00 in petty cash funds; the Justices be authorized \$100.00 each in petty cash funds; the Secretary be authorized \$50.00 in petty cash funds; the Water Collection Clerk be authorized \$150.00 in petty cash funds; and the Tax Collector be authorized \$150.00 in petty cash funds to be returned at the end of the collection period;

Mileage----That Town officials be reimbursed 57-1/2 cents per mile traveled on official Town business;

Wages of Town Officials-----That the wages of Town officials as set forth in the Town budget be accepted and paid, including social security, where applicable, when due;

Blanket Bonds-----That the Town obtains Blanket Bonds for Town Officials in the amount and for the purposes that each office requires;

Official Newspaper-----That the Leader be designated as the official Town newspaper for the year, and that all official notices be published in the same;

Stump Removal -----That the Highway Superintendent, is hereby authorized to contract for removal of stumps at a cost not to exceed \$200.00 per stump;

Highway Expenditures-----That the Highway Superintendent is authorized to spend up to \$2,500.00 for the purchase of parts, equipment and tires as necessary;

Deputy Highway Superintendent-----That the appointment by the Highway Superintendent, Thomas A. Austin, of Joseph Snyder as Deputy Highway Superintendent is hereby authorized for the year;

Deputy Tax Collector-----That the appointment by the Tax Collector, William Rosplock, of Sandra Austin as Deputy tax collector, is hereby authorized for the year;

Final Balances-----That the final balances of the year 2014 General Funds and Highway Funds be released for use in the budget for the year 2015;

Dog Control Officer-----That Marvin Rethmel is hereby appointed as Dog Control Officer for the year;

Deputy Dog Control Officer-----That Carl Tuttle is hereby appointed as Deputy Dog Control Officer for the year;

Animal Shelter-----That Betty Walden is hereby appointed as the Town Animal Shelter for the year;

Ambulance Service-----That Rural Metro Medical Services of 25 E. Pulteney St., Corning, is hereby appointed the official Town ambulance service for the year;

Town Highway Agreement-----To accept the Highway working agreement as proposed with raises for the employees as follows: Per the union contract;

Water Treatment Operator (Water Districts 1, 2 and 3)--- That Thomas Schwartz is hereby appointed as Water Treatment Operator for Water Districts 1, 2 & 3;

Summer Rec. Directors -- That Paula Ayers and Ann Gleason are appointed as Summer Rec. Directors for the year;

Budget Officer / Records Management Officer -- That the Town Supervisor is hereby appointed as the Budget officer; It is noted that the Records Management Officer is always the Town Clerk.

Health Officer --- That Phyllis A. Kephart, M.D. is appointed as Health Officer for the year;

Tree Removal Policy -- That the policy for tree removal will be on a bid basis, and will include emergency situations;

Town Supervisor Powers and Duties -- that the powers and duties necessary for the day-to-day administration of the Town for the year are hereby delegated to the Town Supervisor, or in his absence, to the Deputy Town Supervisor;

Unified Court Temporary Assignment System---- That the Town participate in the temporary justice assignment program pursuant to Section 12b of the Judiciary Law for the Year 2015;

Rules of Order/ Training Reimbursements /Public hearings --- It is noted that the rules of order, the training reimbursements and policy established regarding public hearings would be the same as last year.

Above Blanket Resolution ADOPTED By Roll Call Vote: Horton-Aye; Rosplock-Aye; Wheat-Aye; Tschantre-Aye; and Tennent-Aye.

Town Clerk Annual Report.

The annual report of the Town Clerk for 2014 was noted and accepted.

Close of Organizational / Open Regular Monthly Meeting.

At 6:09 pm, Mr. Tennent declared the organizational meeting closed and the regular monthly meeting was opened.

Reval Project.

A presentation was made by Bob Hilbert, of the Appraisal Consultants, concerning the status of the Town's re-val project. We are nearing the end of the project and notices for the new evaluations will be sent out about the third week in March and then they will be doing meetings with the parcel owners.

Eagle Scout Project Proposal.

Andrew Buckley a local boy scout who is working on his Eagle badge explained his proposed project. He would like to replace the perimeter fencing at the Riverside Cemetery; it amounts to about 350 feet of fencing. The posts would be 2 x 2's in concrete. Some of the Board seemed to think it was a worthwhile project and Mr. Tennent asked Andrew to come back with estimates at the February Town Board meeting.

Public Comment.

Karen Miller of Campbell Fire Dept., reported on fire calls; she also noted that it was sometimes difficult to locate residences in the Town because the numbers on the houses or mailboxes are not visible. Also discussed was the 911 Addressing Plan Local Law; the Town Clerk said she would locate the 911 Addressing Plan Local Law that was adopted by the Town and make a copy for the Fire Dept.

Highway Dept.

Tom Austin noted that he is looking for delivery of the pickup truck about January 26th and the 10-wheeler about February 28th.

Prior Minutes.

The minutes of December 8th and December 22nd were noted. RESOLUTION #3, was offered by Wheat and seconded by Tschantre to accept the above minutes as presented. Adopted by vote: Horton-Aye; Rosplock-Aye; Wheat-Aye; Tschantre-Aye; and Tennent-Aye.

WD#1, 2 & 3.

Mr. Tennent read a letter from Tom Klaseus with the Dept. of Health that all is going well with our water districts.

Engineering Planning Grants (EPG)---Authorization For Representative To Sign Documents.

Mr. Tennent noted that the Town had received an Engineering Planning Grant to do a feasibility study for a joint wastewater/sewer system with the Village of Savona. Following discussion, RESOLUTION #4, was offered by Rosplock and seconded by Tschantre as follows:

NOW, THEREFORE, BE IT:

RESOLVED that David Tennent, Town Supervisor for the Town of Campbell. is authorized to execute a Grant Agreement with the NYS Environmental Facilities Corporation and any and all other contracts, documents and instruments necessary to bring about the Project and to fulfill the Town of Campbell's obligations under the Engineering Planning Grant Agreement. Adopted by vote: Horton-Aye; Rosplock-Aye; Wheat-Aye; Tschantre-Aye; and Tennent-Aye.

Authorization And Appropriation Of Local Match (20% Local Match).

The Board noted that the Planning Grant requires a minimum of 20% matched funds. RESOLUTION #5, was offered by Tschantre and seconded by Rosplock as follows:

NOW, THEREFORE, BE IT:

RESOLVED, that the Town of Campbell authorizes and appropriates a minimum of 20% local match as required by the Engineering Planning Grant Program for The Town of Campbell and Village of Savona Wastewater Planning Study project. Under the Engineering Planning Grant Program, this local match must be at least 20% of the total project cost. The maximum local share appropriated subject to any changes agreed to by The Town of Campbell shall not exceed \$7,500 based upon a total estimated maximum project cost of \$37,500. The Town Supervisor of the Town of Campbell may increase this local match through the use of in kind services without further approval from Town of Campbell. Adopted by vote: Horton-Aye; Rosplock-Aye; Wheat-Aye; Tschantre-Aye; and Tennent-Aye.

SEQR on Wastewater Planning Study.

Regarding SEQR on the Engineering Planning Grant, RESOLUTION #6 was offered by Horton and seconded by Rosplock as follows:

WHEREAS, 6 NYCRR Section 617.5 (Title 6 of the New York Code of Rules and Regulations) under the State Environmental Quality Review Act (SEQR) provides that certain actions identified in subdivision (c) of that section are not subject to environmental review under the Environmental Conservation Law;

NOW, THEREFORE, BE IT:

RESOLVED that the Town Board of the Town of Campbell hereby determines that the proposed Town of Campbell/Village of Savona Wastewater Planning Study which constitutes the collection of basic data and research, and conduct of concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning necessary to the formulation of a proposal for action is a Type II action in accordance with 6 NYCRR Section 617.5(c)(18 & 21) and is therefore not subject to review under 6 NYCRR Part 617.

Adopted by vote: Horton-Aye; Rosplock-Aye; Wheat-Aye; Tschantre-Aye; and Tennent-Aye.

Town Justice 2014 Report.

It was noted that the Town Justice report showing monthly totals was received. RESOLUTION #7 was then offered by Rosplock and seconded by Tschantre as follows: that the Town Board acknowledges receipt of the Town Justices' Report Audit for the year 2014, received January 12, 2015, a copy of which is attached hereto. Adopted by vote: Horton-Aye; Rosplock-Aye; Wheat-Aye; Tschantre-Aye; and Tennent-Aye.

E. Campbell Fire Dept.

Brief discussion was had about who to contact or what can be done to help out the E. Campbell Fire Dept. It was noted that many other area fire departments are experiencing similar difficulties with increased training and costs and also there are too few volunteers.

Monthly Reports Filed.

It was noted that a monthly report was received from Marvin Rethmel as per Codes and Dogs. A copy was filed with the Town Clerk.

Voucher Audit - 7:24 p.m.

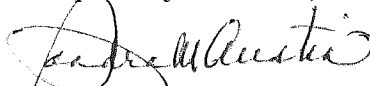
Vouchers were submitted and approved as follows:

General Fund Vouchers #1-29 totaling	\$31,320.21;
And Highway Vouchers #1-18 totaling	\$68,704.49;
Water District Capital Project HD #1	\$ 7,040.83;
Street Lighting Voucher #1	\$ 1,200.76;
Water District 1 SW Vchrs #1-3	\$ 1,772.05;
Water District 2 SW2-Vchr #1-2	\$ 509.84;
Water District 3 SW3-Vchr #1-2	\$ 804.23;
For a grand total of	\$111,352.41.

Adjournment.

There being no further business before the Board, the meeting was, upon motion by Horton and seconded by Rosplock, adjourned at 7:28 p.m.

Respectfully submitted,



SANDRA M. AUSTIN
Campbell Town Clerk

DATED: January 26, 2015.

ATTACHMENT: Justice Court Report for 2014