

TOWN OF BETHANY

REGULAR TOWN BOARD MEETING

09 JULY 2012

Supervisor Gayton opened the July 09, 2012 Regular Town Board Meeting at 7:00 p.m. with a Moment of Silence followed by Councilman Gick leading in the Pledge of Allegiance.

Town Officials in Attendance were:

Louis Gayton, Supervisor	Bill Gick, Councilman
Walter Wenhold, Councilman	Susan Neer, Councilwoman
Edward Pietrzykowski, Councilman	Debbie Douglas, Town Clerk
Bill Shea, Town Justice	Tom Douglas, ZEO/CEO
Lee Hendershott, Town Historian	

Attendees to the Meeting were:

Steve Hawley, NYS Assemblyman	Eileen Banker, Chief of Staff
Ester Leadley, Genesee Co. Legislator	Linda Schmidt
Jim Phillips	Pat Pietrzykowski

Finances

Supervisor Gayton presented the finances for June 2012.

General Savings	\$	751,532.27
Five Star Bank Savings	\$	268,707.30
Highway Savings	\$	169,737.28
Capital Project Highway	\$	16,210.06
AP/PR Account	\$	19,499.71
Trust & Agency Account	\$	5,070.33
Petty Cash	\$	250.00
Highway Fund Misc. Savings	\$	859.02
Total		\$1,231,865.97
Revenues Received		
Town Clerk Fees	\$	1,521.36
Stanley Staba & Sons	\$	243.00
NYS Department of Taxation & Finance	\$	3,005.00
JC Fibers	\$	169.75
Total Revenue	\$	4,939.11
Total Revenue & Interest	\$	5,135.78

Town Clerk Report - Debbie Douglas

- Presented the Minutes of the June 11, 2012 Regular Town Board meeting.

A motion was made by Councilman Gick and seconded by Councilman Wenhold to approve the Minutes of the June 11, 2012 Regular Town Board meeting as presented. The motion passed with All In Favor.

- Presented the Minutes of the June 18, 2012 Special Town Board meeting.

A motion was made by Councilman Wenhold and seconded by Councilwoman Neer to approve the Minutes of the June 18, 2012 Regular Town Board meeting as presented. The motion passed with All In Favor.

ZEO/CEO Report - Thomas Douglas

- Reported on permits issued.
- Docking station for laptop is in place and working well.
- Will be meeting with Bill Baskin of Baskin Livestock next week to review current project and discuss future plans for business as they pertain to the Special Use Permit.

Highway Superintendent Report - Paul Fleming

- Paved part of Transit Road with the help of the County Highway Department.
- Brown Road will be finished in a week or two.
- Will be chipping Dublin and County Home Hill.

Town Justice Report - Bill Shea

- Business is slow. Few tickets.

Board Committee Reports

Councilman Gick

- Planning Board met on July 5th and approve a Site Plan Review application for co-location of a microwave dish on the existing cell tower on Broadway Road.
- Joe Cushner, Eagle Town Supervisor, spoke to the Planning Board giving them a summary of what Eagle has experienced concerning the installation of windturbines in their town. Provided copies of their local and county laws regarding the preservation of roads when project of this magnitude take place.
- Have completed review of the Town's Comprehensive Plan.

Councilman Wenhold

- A recent senior meal site outing had 22 participants.
- The new food service company will be in place for the next scheduled meal.

Councilwoman Neer

- Next meeting for the Inter-Community Medical Building will be held in the third week of August. At that time cosmetic renovations will be discussed.

Councilman Pietrzykowski

- Waiting for a couple of figures for the questionnaire for the recycling grant.

OLD BUSINESS

Old Town Hall - Easement, Etc.

- Nothing new from the Town Attorney's office. Still awaiting approval from the Supreme Court.

Generator Installation

- Installation of the generator began today.

Change in Water District #1

- A letter received from the Town Attorney suggested that the Town leave the water district as it is in order to avoid further cost. The change would require that the district go through the entire hearing and filing process again.

A motion was made by Councilman Pietrzykowski and seconded by Councilwoman Neer to leave Water District #1 as it is. The motion passed with the following Roll Call Vote:

Supervisor Gayton - Yes	Councilman Gick - Yes
Councilman Wenhold - Yes	Councilwoman Neer - Yes
Councilman Pietrzykowski - Yes	

Town's Bi-Centennial

- Clerk spoke with Fire Department President and it was agreed that the Town would have historical displays during the Fire Department's breakfast on September 9th.

Resolution #2-2012 - Adopting the Town of Bethany's Written Policy Outlining Workplace Violence Prevention Program Goals and Objectives.

- The Town Board met on June 18, 2012 and reviewed the policy provided by the Town Attorney.
- The Town Attorney reviewed and approved the changes made by the Town Board.

RESOLUTION #2-2012
TOWN OF BETHANY
ADOPTING THE TOWN OF BETHANY'S WRITTEN POLICY OUTLINING WORKPLACE
VIOLENCE PREVENTION PROGRAM
GOALS & OBJECTIVES
 Adopted: July 9, 2011

WHEREAS, the Town Board of the Town of Bethany met at a regular meeting at the Town Offices in the Town of Bethany, New York on the 9th day of July 2012, commencing at 7:00 p.m., at which time and place the following members were:

Present: Supervisor Louis Gayton
 Councilman William Gick
 Councilman Walter Wenhold
 Councilwoman Susan Neer
 Councilman Edward Pietrzykowski

Absent: _____

WHEREAS, all Board Members, having due notice of said meeting, and that pursuant to Article 7, §104 of the Public Officers Law, said meeting was open to the general public and due and proper notice of the time and place whereof was given as required by application; and

WHEREAS, workplace violence can be any act of physical violence, threats of physical violence, harassment, intimidation, or other threatening, disruptive behavior that occurs at the work site; and

WHEREAS, workplace violence presents a serious occupational safety hazard to the Town's employees and employees have the right to expect a work environment that promotes safety from violence, threats and harassment; and

WHEREAS, the Town of Bethany is committed to the safety and security of its employees and a workplace violence prevention program will provide guidance, training, reporting systems and management of incidents related to workplace violence prevention and response; and

WHEREAS, the Town Board of the Town of Bethany feels it is in the best interest of the Town and its employees to adopt the Workplace Violence Prevention Program as written,

NOW ON MOTION OF Councilman Gick, which has been duly seconded by Councilman Pietrzykowski, therefore, be it

RESOLVED, that the Town Board of the Town of Bethany feels it is in the best interests of the Town of Bethany to adopt the attached written Policy entitled "The Town of Bethany Workplace Violence Prevention Program."

The motion passed with the following Roll Call Vote:

Supervisor Gayton - Yes	Councilman Gick - Yes
Councilman Wenhold - Yes	Councilwoman Neer - Yes
Councilman Pietrzykowski - Yes	

Transfer Station Fence - Update

- Excell Fence will begin installing fence at the Transfer Station next week.

Roof Replacement Bid - Highway Storage Shed

- Bid notification was reviewed by the Town Board.

A motion to put the replacement of the roof on the Highway Storage Building out to bid was made by Councilman Pietrzykowski and seconded by Councilwoman Neer. The motion passed with the following Roll Call Vote:

Supervisor Gayton - Yes	Councilman Gick - Yes
Councilman Wenhold - Yes	Councilwoman Neer - Yes
Councilman Pietrzykowski - Yes	

NEW BUSINESS

Assessor Travel Request - Training Conference

- Town Assessor, Deborah Conti, is requesting to attend the 2012 Annual Assessment Administration Conference to be held September 30 - October 3, 2012 in Lake Placid, NY to obtain required continuing education credits. The cost of the training will be divided between four towns.

A motion was made by Councilwoman Neer and seconded by Councilman Gick to approve the travel request of the assessor to attend the 2012 Annual Assessment Administration Conference to be held September 30 - October 3, 2012 in Lake Placid, NY to obtain required continuing education credits. The motion passed with the following Roll Call Vote:

Supervisor Gayton - Yes	Councilman Gick - Yes
Councilman Wenhold - Yes	Councilwoman Neer - Yes

Councilman Pietrzykowski - Yes

Standard Work Day & Reporting Resolutions

- Town Board approved the attached resolutions for Standard Work Day Reporting.

A motion was made by Councilman Pietrzykowski and seconded by Councilman Wenhold to approve the Standard Work Day and Reporting Resolutions. The motion passed with the following Roll Call Vote:

Supervisor Gayton - Yes	Councilman Gick - Yes
Councilman Wenhold - Yes	Councilwoman Neer - Yes
Councilman Pietrzykowski - Yes	

Historian

- Due to health concerns, Lee Hendershott has asked to resign as Historian and be appointed as Deputy Historian.
- Linda Schmidt has expressed interest in becoming the Town Historian.
- The Board expressed their appreciation for all of the countless hours Lee has put into maintaining and researching the town's historical records.

A motion was made by Councilman Pietrzykowski and seconded by Councilman Wenhold to appoint Linda Schmidt as Town Historian and Lee Hendershott as Deputy Town Historian. The motion passed with the following Roll Call Vote:

Supervisor Gayton - Yes	Councilman Gick - Yes
Councilman Wenhold - Yes	Councilwoman Neer - Yes
Councilman Pietrzykowski - Yes	

Assemblyman Steve Hawley

- Assemblyman Hawley addressed the Town Board and the audience stating that unless there was a filing in the next 2 days, he would officially become the Town of Bethany's Assemblyman.
- His Chief of Staff, Eileen Banker was introduced.
- He is planning to open an office in Genesee county after January 1st but will meet with constituents at various locations in the county in the meantime so that they would not have to travel to Albion to meet with him.
- The need for public water in Bethany and the proposed roundabout at Rt. 20 and East Road were a few of the topics discussed.
- Assemblyman Hawley noted that he hosts a local government trip to Albany in May of each year which provides training and networking opportunities.
- He also hosts the Patriot trip to Washington for Veterans.

Warrant

- The Board approved the payment of the bills as follows:

	<u>Prepaid</u>	<u>Total</u>
General Fund	\$ 1,196.35	\$ 3,810.36
Highway Fund	\$ 0.00	\$ 27,781.15

Reading of the Minutes - Suspension of

A motion was made by Councilwoman Neer and seconded by Councilman Gick to suspend the reading of the minutes. The motion passed with All In Favor.

Adjournment

A motion was made by Councilman Pietrzykowski and seconded by Councilwoman Neer to adjourn the meeting at 8:30 p.m. The motion passed with All In Favor.

BY ORDER OF THE
BETHANY TOWN BOARD
DATED: July 12, 2012

Respectfully Submitted,

Debbie L. Douglas
Bethany Town Clerk

Attachments

- Standard Work Day Resolution for Employees
- Standard Work Day and Reporting Resolution



Office of the New York State Comptroller
 New York State and Local Retirement System
 Employees' Retirement System
 Police and Fire Retirement System
 110 State Street, Albany, New York 12244-0001

Standard Work Day Resolution for Employees* RS 2418 (Rev. 7/11)

BE IT RESOLVED, that the Town of Bethany, Location code 30695, hereby establishes the following as standard work days for its employees and will report days worked to the New York State and Local Employees' Retirement System based on the time keeping system or the record of activities maintained and submitted by these members to the clerk of this body:

Title	Standard Work Day (Hrs/day)
Town Clerk/Tax Collector	6
Highway Superintendent	8
Town Board Member	6
Town Justice	6
Bookkeeper	6
Building & Code Enforcement	6

On this 11 day of July, 2012

Debbie L. Douglas
 (Signature of clerk)

Date enacted: July 9, 2012

I, Debbie L. Douglas, clerk of the governing board of the Town of Bethany
 (Name of Employer)

of the State of New York, do hereby certify that I have compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 9 day of July, 2012 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

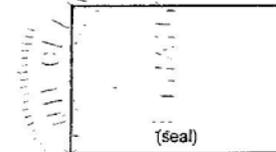
I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto

Set my hand and the seal of the

Town of Bethany

(Name of Employer)



*To be used for all employees. Please list Elected and Appointed Officials on the form (RS2417-A) Standard Workday and Reporting Resolution for Elected and Appointed Officials.

See Instructions for Completing Form on Back



Office of the New York State Comptroller
 New York State and Local Retirement System
 Employees' Retirement System
 Police and Fire Retirement System
 110 State Street, Albany, New York 12244-0001

Standard Work Day and Reporting Resolution

RS 2417-A

(12/10)

BE IT RESOLVED, that the Town of Bethany / Location code _____ hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the time keeping system records or the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins/Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)	Tier 1 (Check only if member is in Tier 1)	Not Submitted (Check box if no record of activities completed or timekeeping system)
Elected Officials									
Town Clerk/Tax Collector	Debbie L. Douglas		40697799	6	01/01/12 - 12/31/15	Y	18.38	<input type="checkbox"/>	<input type="checkbox"/>
Highway Superintendent	Norman P. Fleming		41286253	8	01/01/12 - 12/31/15	Y	24.83	<input type="checkbox"/>	<input type="checkbox"/>
Town Board	Edward Pietrzykowski, Jr		42681312	6	01/01/12 - 12/31/15	Y	1.67	<input type="checkbox"/>	<input type="checkbox"/>
Town Justice	William Shea		38144796	6	01/01/12 - 12/31/15	Y	8.22	<input type="checkbox"/>	<input type="checkbox"/>
Appointed Officials									
Bookkeeper	William Hakes		39105879	6	01/01/12 -12/31/12	Y	3.22	<input type="checkbox"/>	<input type="checkbox"/>
Building & Codes Enforcement	Thomas J. Douglas		38717781	6	01/01/12 - 12/31/12	Y	16.65	<input type="checkbox"/>	<input type="checkbox"/>
								<input type="checkbox"/>	<input type="checkbox"/>

If additional rows are needed, please use form RS2417-B and attach.

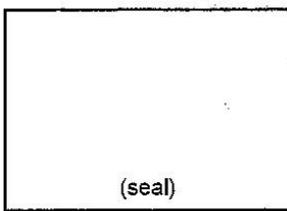
On this 11 day of July, 2012 Debbie L. Douglas (Signature of clerk) Date enacted: 07/09/2012

I, Debbie L. Douglas, clerk of the governing board of the Town of Bethany, of the State of New York, do hereby certify that I have

compared the foregoing with the original resolution passed by such board, at a legally convened meeting held on the 9 day of July, 2012 on file as part of the minutes of such meeting, and that same is a true copy thereof and the whole of such original.

I further certify that the full board, consists of 5 members, and that 5 of such members were present at such meeting and that 5 of such members voted in favor of the above resolution.

IN WITNESS WHEREOF, I have hereunto Set my hand and the seal of the Town of Bethany (Name of Employer)



This document consists of 1 page(s) (see additional RS2417-B forms attached).

(seal)