

**TOWN OF COVERT  
ORGANIZATIONAL MEETING  
AND  
MONTHLY BOARD MEETING  
7:00 PM — JANUARY 11, 2016**

The organizational and regular meeting of the Town Board of the Town of Covert was held Monday, January 11, 2016 at 7:00 p.m. at the Town of Covert Municipal Building, 8469 South Main Street, Interlaken, New York.

<b>Roll Call:</b>	Supervisor Michael Reynolds	Present
	Councilman Gary Hunt	Present
	Councilman Jeffrey Vann	Present
	Councilman Leon Anderson	Present
	Councilman William Bishop	Present

**Others Present:** Highway Superintendent Jeffrey MacCheyne, Deputy Town Clerk Leslie Adams-Compton, Reporter Aneta Glover and other interested citizens.

**Call to order:** Supervisor Reynolds called meeting to order at 7:00 p.m. All rose for the pledge of allegiance.

**Oath of Office:** Supervisor Reynolds swore in the following official: William Bishop.

**ORGANIZATIONAL**

- 1) Hunt moved, seconded by Anderson, that for the year 2016 the Town Board sets 50 cents per mile reimbursement as mileage allowance for personal vehicles used by Town Officers while performing official duties other than attendance at Town Board Meetings or Town Court Proceedings. Vote: Aye-Bishop, Aye-Vann Aye-Anderson and Aye-Hunt.
- 2) Vann moved, seconded by Bishop, to authorize that Community Bank, N.A., Interlaken Branch, be designated the official bank of the Town of Covert and Town Justice Schmidt and the Supervisor be authorized to invest town monies consistent with the requirements of New York State and with appropriate consideration given to elements of safety, liquidity and yield. Vote: Aye-Bishop, Aye-Vann, Aye-Anderson and Aye-Hunt.
- 3) Hunt moved, seconded by Anderson, to authorize Highway Superintendent MacCheyne to spend up to \$500.00 per purchase to acquire equipment, tools, and implements and \$1,000.00 for repairs during 2016 without prior approval of the Town Board. Vote: Aye-Hunt, Aye-Bishop, Aye-Anderson and Aye-Vann.
- 4) Vann moved, seconded by Bishop, to designate the Interlaken Review as the official newspaper of the Town of Covert for the year 2016. Vote: Aye-Hunt, Aye-Vann, Aye-Anderson and Aye-Bishop.
- 5) Hunt moved, seconded by Anderson, to appoint Christopher Bulmahn as Dog Control Officer at the budgeted Salary and \$.50 cents per mile to and from Beverly Animal Shelter for the year 2016. A \$10.00 per day fee for each dog will be charged to the owner upon redemption of impounded dog from Beverly Animal Shelter. Vote: Aye-Hunt, Aye-Vann, Aye-Anderson and Aye-Bishop.
- 6) Vann moved, seconded by Anderson, to appoint John Poludniak as Code Enforcement Officer at the budgeted Salary and 50 cents per mile for the year 2016. Vote: Aye-Hunt, Aye-Vann, Aye-Anderson and Aye-Bishop.

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- 7) Anderson moved, seconded by Vann, to appoint John Hunt as cleaner to the Town of Covert Municipal Building, at the wage of \$9.00 per hour for the year 2016. Vote: Aye-Hunt, Aye-Bishop, Aye-Anderson and Aye-Vann.
- 8) Vann moved, seconded by Hunt, to appoint Ralph E. Jones as cleaner at the Town of Covert Highway Department, at the wage of \$9.00 per hour for the year 2016. Vote: Aye-Bishop, Aye-Hunt, Aye-Anderson and Aye-Vann.
- 9) Anderson moved, seconded by Vann, to appoint Charles R. Freese as maintenance person of the Town of Covert Municipal Building, at the wage of \$9.00 per hour for the year 2016. Vote: Aye-Anderson, Aye-Hunt, Aye-Vann and Aye-Bishop.
- 10) Bishop moved, seconded by Anderson, to allow Supervisor Reynolds to file his 2015 annual report with the Town Clerk by the same date and in the same matter as Annual Report is required to be filed with the State Comptroller. Such authorization is allowed by Town Law Section 29 (10a). Vote: Aye-Bishop, Aye-Hunt, Aye-Anderson and Aye-Vann.
- 11) Hunt moved, seconded by Bishop, to appoint Mr. Raymond Zajac Sr. to mow the lawns at the Municipal Building, Town Hall and Covert Cemetery for an amount not to exceed \$2,122.00 for the year 2016. Vote: Aye- Anderson, Aye-Hunt, Aye-Vann and Aye-Bishop.
- 12) Anderson moved, seconded by Vann, that the salaries of all elected and appointed officers shall be the amount indicated by the currently effective resolution or the amount budgeted in the 2016 budget. The Highway Superintendent shall set wages of hourly highway employees with concurrence by the Town Board, within the limits of the Highway Budget. Payment of salaries and wages shall be at times and dates that are legally permissible and mutually acceptable to the Supervisor and the recipients. Vote: Aye-Hunt, Aye-Vann, Aye-Bishop and Aye-Anderson.
- 13) The Personnel Policy and Procedures Handbook were reviewed with the following changes: addition of the Health Insurance Buyout Plan and update to job description of Code Enforcement Officer - still forthcoming. Vote: Aye-Hunt, Aye-Vann, Aye-Bishop and Aye-Anderson

**APPOINTMENTS BY ELECTED OFFICIALS**

Highway Superintendent MacCheyne appoints Glenn Boyes as Deputy Highway Superintendent for 2016.

Town Clerk appoints Leslie Adams-Compton as Deputy Town Clerk and Registrar of Vital Statistics, Tax Collector. Wage shall be \$10.00 per hour.

Town Justice Eileen Schmidt appoints Jennie Ewing as Clerk to the Town Justice. Salary shall be as budgeted with an increase of \$720.00 for the year 2016.

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**Supervisor Reynolds makes the following appointments for 2016:**

Bookkeeper and Secretary to the Supervisor -- Diane Bassette Nelson

Budget Officer -- Michael Reynolds

Deputy Supervisor -- Gary Hunt

Town Assessment Committee -- Michael Reynolds and Bill Bishop

Historian for the Town-- John Hunt

Highway Committee -- Gary G. Hunt, Chairman and Bill Bishop

Courts, Ordinances & Law Enforcement – Bill Bishop, Chairman and Gary Hunt

Utilities & Insurance – Gary Hunt, Chairman and Bill Bishop

Personnel – Jeffrey Vann, Chairman and Leon Anderson

Planning and Buildings – Jeffrey Vann, Chairman and Gary Hunt

Fire and Ambulance – Leon Anderson, Chairman, Jeffrey Vann and Michael Reynolds.

Planning and Land Management Ordinance - Jeffrey Vann, Chairman and Leon Anderson

Any appointments which may have been overlooked shall continue to be filled by the incumbent subject to review by the appropriate appointing authority.

**RETURN TO THE REGULAR TOWN BOARD MEETING**

**Approval of Minutes:** Hunt moved, seconded by Vann, that the minutes from the December 28, 2015 year-end meeting minutes be approved. Vote: Aye-Anderson, Aye-Hunt, Aye-Vann and Aye-Bishop.

**Presenter to the Board:**

Highway Superintendent MacCheyne gave his report and shared that the John Deere and Ford tractors will be ready for auction in the Spring. The sickle bar may be sent to a different auction. He's looking into getting a new John Deere or New Holland tractor by May. He also reported that the truck box sold for \$222.60.

Deputy Town Clerk Adams-Compton gave her report and shared that as tax collector she collected \$107,989.27 by the end of the year for taxes and over \$400,000.00 to date. \$300,000.00 was to be remitted to Supervisor Reynolds.

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Vann reported that he is still planning to meet with Code Enforcement Officer John Poludniak to update him on changes to the Application for Development Permit.

Supervisor Reynolds reported that GAR is assigning values based on the data collected and those numbers should be out soon.

Councilman Bishop shared that he attended the training for Elected Officers and found it interesting to hear of the bigger problems of bigger towns and he thought it was worthwhile.

Supervisor Reynolds shared that Seneca County had a quorum for the vote of a new County Manager. There was some discussion on the details of the vote.

Dog Control Officer Buhlman wanted clarification on mileage reimbursement for dog control assignments within the Town. It was stated that 50 cents per mile reimbursement is allowed in Organization item #1 “for personal vehicles used by Town Officers while performing official duties other than attendance...”

Chuck Bosman asked clarification on the situation of Judge Schmidt and the conflict of interest in the traffic cases ticketed in the Village. Attorney Morrell said that whenever there is a conflict of interest, the judge may decide to refer the case or cases to a presiding advisor/administrative judge. The Town Board does not set policy for the NYS Courts. Bosman was concerned that there would be a decrease of revenue for the Town even though the budget has gone up. There has been no decision made by the Courts as to this situation.

Resolution #1-16  
2016 Highway Hourly Resolution

WHEREAS the Town of Covert in preparing their 2016 budget included amounts to increase the hourly rates of the fulltime employees in the Highway Department personnel lines, and

WHEREAS the Town of Covert Highway Department appointed employees have all maintained acceptable work levels, now THEREFORE BE RESOLVED that the Town of Covert Town Board does hereby accept the recommendation of the Highway Superintendent that the following full-time employees will be given an increase in their hourly rate; part-time employees rates will remain unchanged.

Employee:	2015 Reg./hour	increase	2016 Total Reg..	2016 O.T.
Edward Turk	\$20.14	.40	20.54	30.81
Chris Bulmahn	\$12.73	1.00	13.73	20.60
Roger Ike	\$15.25	1.00	16.25	24.38
Ralph Jones	\$ 8.75	.25	9.00	
Glen Boyes	\$ 10.00	0	10.00	
Kenneth Favreau	\$ 10.00	0	10.00	

Hunt moved, seconded by Anderson that the Highway pay be effective January 1, 2016.  
Vote: Aye-Hunt, Aye-Vann, Aye-Bishop and Aye-Anderson

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Anderson moved, seconded by Hunt, to approve the Town Clerk's monthly report for December 2015. A total of \$706.75 was received and \$286.14 was remitted to the Town Supervisor. Aye-Vann, Aye-Anderson, Aye-Bishop and Aye-Hunt.

Hunt moved, seconded by Anderson, to approve the Highway Superintendent report for the month of December 2015. Aye-Vann, Aye-Hunt, Aye-Anderson and Aye-Bishop.

Hunt moved, seconded by Anderson, to approve the Supervisor's revenue and expenditure report for December 2015. Aye-Vann, Aye-Anderson, Aye-Bishop and Aye-Hunt.

Vann moved, seconded by Anderson, that Highway Fund Vouchers #1-6 in the amount of \$13,530.26 and General Fund Voucher's #1-19 in the amount of \$94,111.69+ be approved for payment. Aye-Vann, Aye-Hunt, Aye-Bishop and Aye-Anderson.

Hunt moved, seconded by Anderson, to declare the 1968 John Deere Tractor, 1996 Ford 4630 Tractor, and sickle bar mower as surplus. Aye-Bishop, Aye-Anderson, Aye-Vann, Aye-Hunt.

Audit of the Town Court books was set for Friday, January 15 at 2:00 p.m.

Vann moved, seconded by Anderson, to adjourn the meeting at 8:15 p.m.

Respectfully Submitted,

Leslie Adams-Compton  
Deputy Town Clerk