

AGENDA

WARSAW TOWN BOARD REGULAR & ORGANIZATIONAL MEETING

JANUARY 12, 2022

Call meeting to order

Pledge of Allegiance

Guest time: Dan Walczak

Library events and construction update

Approve Airport vouchers

Approve year end minutes of December 29, 2021

Approve Monthly Budget report

Approve Supervisors report

Approve vouchers as follows:

General: \$9,283.51 Vouchers 01-07

Sewer: \$430.51 Vouchers 01-02

Airport report: Engagement letter from Attorney DiMatteos Office for Airport Appraisals.

Cemetery report:

Historian report:

Clerk report:

Calamar report: Notice of Public Hearing for modification to the PUD of the Calamar Senior Housing Facility and Resolution for Amendment to the PUD for Calamar and Authorization of Escrow Agreement

Zoning report:

Highway report:

Community events:

Correspondence:

Economic development:

Organizational

2022 Town Board Meetings, Planning Board Meetings and Holiday Schedules have been advertised in the Country Courier per the meeting of December 08, 2021 and are available to view on the town's website

Designate Five Star Bank for deposits for Supervisor, Town Clerk and Justices

Authorize Supervisor to withdraw, deposit or invest monies for the Town

Authorize payment of insurance and gas bill for the Gates house not to exceed \$4,000 annually

Approve mileage rate of .58 for using personal vehicle for Town business

Approve Country Courier as the official newspaper for the Town. Batavia Daily as secondary and the Warsaw Penny Saver to be used as needed.

Reappoint Bob Martin as Zoning Officer for a 1-year term ending 12-31-2022

Supervisor Ryan's appointment of ??? as Deputy Supervisor

Appoint Cathy Smith as Registrar of Vital Statistics for a 1-year term ending 12-31-2022

Appoint Theresa Radley as Deputy Clerk for a 1-year term ending 12-31-2022

Appoint Theresa Radley as Deputy Tax Collector for a 1-year term ending 12-31-2022

Appoint Theresa Radley as Deputy Registrar of Vital Statistics for a 1-year term ending 12-31-2022

Approve Theresa Radleys pay rate of \$13.20

Appointment of Terri Daniel as Deputy Highway Superintendent for a 1-year term ending 12-31-2022

Approve part time MEO'S (Machine Equipment Operators) rate of \$13.20 per hour

Approve amount to be spent by Highway Superintendent Jeff Royce in case of an emergency without Town Board approval for an amount up to \$1,000 and for an amount up to \$3,000 with the Highway Committee or Supervisor approval

Appoint Sally Smith as Town Historian for a 1-year term ending 12-31-2022

Town salaries for elected officials;

Supervisor: Rebecca Ryan	\$6,200
Town Clerk/Tax Collector: Cathy Smith	\$32,000
Highway Superintendent: Jeff Royce	\$57,702.00
Councilman: Chris Lonneville:	\$2,195.00
Councilman: Dave Mateer	\$2,195.00
Councilman: Steve Perkins	\$2,195.00
Councilman: Travis Jones	\$2,195.00
Justice: Ron Errington	\$6,500.00
Justice: Bob Fusani	\$6,500.00

2022 Budget is posted on the town's website

Approve Court Clerk Carolyn Posts pay rate of \$15.45 not to exceed budgeted amount of \$9,000.00

Approve Pat Wagner to fill in as Town Court Clerk as needed at a pay rate of \$15.45

Retain Attorney David DiMatteo as Town Prosecutor with an annual compensation of \$2,750.00 for 1 year ending 12-31-2022. Same as last year. Retainer to be signed

Retain Attorney David DiMatteo as Town Attorney with an annual compensation of \$3,600.00 for 1 year ending 12-31-2022. Same as last year. Retainer to be signed

Appoint Committees for a 1 tear term ending 12-31-2022

Airport:

Highway: to meet the Friday before the Town Board meeting at 8:00 a.m.

Library:

Cemetery:

Justice Audit:

Youth:

Economic Development:

Sewer/Water:

Approved previously to retain Kaufman Utz LLC as Town Bookkeeper for one year ending 12-31-2022 in the amount of \$17,100 which will be billed at a monthly amount of \$1,425. Additional services will be billed monthly. Same as last year.

Supervisor, Highway Superintendent, Town Clerk, Zoning Officer, Justices and Board Members to attend respective schools/training for 2022. Training is paid for by the respective entity. Time required to take the training cannot be not claimed for reimbursement.

Review appointments of the following Warsaw Planning Board (town) members as follows:

Heather Aldrich: Chairwoman with a term ending 09-30-2022

Don McKeown with a term ending 09-30-2022

Tim Meyer with a term ending 09-30-2026

Kim Sobus with a term ending 09-30-2024

Colleen Pac as Secretary for a 1-year term ending 09-30-2022

Terms can be found on the town website

Approve pay as follows: Chairman and Secretary \$35 per meeting. Members to be paid \$30 per meeting. Chairman and Town Board Members to be paid by the Town. Secretary and Village Board Members to be paid by the Village.

Review appointments of the following Warsaw Zoning Board of Appeals (town) members as follows:

Ron Smith: Chairman with a term ending 09-30-2022

James Keough with a term ending 09-30-2026

Dan Lacey with a term ending 09-30-2022

Vacancy with a term ending 09-30-2024

Terms can be found on the website

Review 5-year appointments of the Board of Assessment review as follows:

Bob Martin: Chairman with a term ending 09-30-2025

Kim Sobus with a term ending 09-30-2024

Barb Barber with a term ending 09-30-2023

Terms can be found on the website

Approve BAR pay as follows: Chairman \$200 and \$150 per member

Review Workplace Violence Policy – no changes

Review Hazmat Policy – equipment and updated contact changes

Review Purchasing Policy – no changes

Review Joint Planning Board agreement, no changes. Amended Joint Planning Board Operating By-Laws: if a meeting is reconvened it does not count as a second meeting. Addressing multiple issues during the same meeting counts as one meeting. Approved by the Village on 01-05-2022.

Review Joint Zoning Board of Appeals agreement, no changes. No designated Secretary, no Operating By-Laws. Meetings are not being posted on the notice board

Review Sexual Harassment policy and MOU with Wyoming County

Review MSDS Forms and First Aid Information – added 409 Multi Surface Cleaner, Clorox Disinfecting Cleaner and Glade Air Freshener

Working on year 2 of the 3-year fire contract

Calendar year 2022 \$64,851.00

Calendar year 2023 \$66,148.00

Review Shared Court Services agreement with the Village of Warsaw. DRAFT on new agreement being drawn up by Attorney DiMatteo.

Review Bailiff agreement with the Village of Warsaw. DRAFT on new agreement being drawn up by Attorney DiMatteo

Review Elderly Agreement with the Village of Warsaw

Review water agreement in the amount of \$7,500 annually with the Village of Warsaw for reading of the meters, meter repair or replacement – no change

Review sewer agreement with the Village of Warsaw at a rate to the Village in an amount equal to 2.0 times the standard rate – no change

Review Petty Cash agreement – no change

Review and sign the BAS/Edmunds GovTech Clerk Licensing agreement. \$650 annually, same as last year

Review and sign the Williamson Law Annual Software Support Contract (tax collection) in the amount of \$432 an increase of \$39

Review and sign Warren's contract. Once a week cleaning has gone up from \$26 weekly to \$29 weekly. Once a month cleaning has gone up from \$72 weekly to \$79 weekly

Review and sign Warsaw Dry Cleaners contract. Town Hall \$41.50 carpets changed once a month. Highway \$37.00 carpets changed out every other week. Same as last year

Review and sign PlanTech maintenance/service agreement in the amount of \$3,900 annually, billed at \$325 monthly which includes 2 monthly service calls. Includes 2 free call outs annually. Additional callouts will be billed at \$350 per. Same as last year.

MOU with the County for IT services as needed.

MOU/Intermunicipal agreement with the Village of Warsaw for use of the John Deere

