

Organizational Meeting
January 9th, 2020

The Organizational Meeting of the Town Board of the Town of Prattsburgh was held at 7:00 P.M. on January 9th, 2020 at the Town Hall, 19 North Main Street, Prattsburgh, N.Y. The meeting was called to order by Supervisor McConnell and was followed by the Pledge of Allegiance.

PRESENT: Supervisor McConnell, Councilpersons Pete Scheid, Anthony Byington, Angela Einwachter, John Underhill, Town Clerk Kimberly Sobolewski, Deputy Town Clerk Michelle Schuck.

MEETING DATES:

On a motion by Councilman Scheid, seconded by Councilman Underhill, the following was **RESOLVED**, to establish the regular meeting date for the Town Board of the Town of Prattsburgh to be the 3rd Monday in each month, except for the January and February meetings which will be held on Thursday, January 23rd, 2020 and Thursday, February 20th, 2020. Meetings will be at the Town Hall in Prattsburgh with the exception of the May and September meetings, which will be at the Ingleside Christian Church in Ingleside, and time for all regular meetings to be 6:30 P.M.

LEGAL NEWSPAPER AND OFFICIAL BANK:

On a motion by Councilman Booth, seconded by Councilman Byington, the following was **RESOLVED**, to designate the Corning Leader as the official newspaper. And **BE IT FURTHER RESOLVED**, to designate the official banks as follows: Prattsburgh M & T and Five Star.

APPOINT SECURITY OFFICER:

On a motion by Councilman Byington, seconded by Councilwoman Einwachter, the following was **RESOLVED**, to appoint Steve Calderwood as Security Officer (Civil Duties Only), and Bill Reeser as Deputy Security Officer.

APPOINTMENTS:

On a motion by Councilman Underhill, seconded by Councilman Byington, the following resolution was **RESOLVED** to make the following appointments for 2020:

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| TOWN HISTORIAN | Lenora Applebee |
| CODE ENFORCEMENT OFFICER | Frederick McAllister |
| ASSISTANT CODE ENFORCEMENT | OPEN |
| RIGHT-OF-WAY AGENT | Frederick McAllister |
| WATER DISTRICT MAINTENANCE | Frederick McAllister |
| REGISTRAR | Kim Sobolewski |
| CEMETERY SEXTON | Tim Hoose |
| PARK MAINTENANCE | Tim Hoose |
| DOG CONTROL OFFICER | Deb Matthews |
| LEGAL COUNSEL | Edward Brockman |
| BUDGET OFFICER | Leonard McConnell |

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| HEALTH OFFICER | Trisha Brown |
| CROSSING GUARD | Richard Peer (6 Month Appointment) |
| ASST. WATER DISTRICT MAINT. | Ken Wallace |
| RECYCLING MONITOR | Michael Gettings |
| BOOKKEEPER | Jeanette Underhill |
| DEPUTY HIGHWAY SUPER. | John Christiansen |
| DEPUTY TOWN SUPERVISOR | John Underhill |

Supervisor McConnell appointed John Underhill as Deputy Supervisor and Jeanette Underhill as Bookkeeper; Highway Superintendent John Perry appointed John Christensen as Deputy Highway Superintendent; and Town Clerk Kim Sobolewski appointed Michelle Schuck as Deputy Town Clerk.

WATER DISTRICT CONTRACT FOR BOOKKEEPING SERVICES AND TRUCK RENTAL:

On a motion by Councilwoman Einwachter, seconded by Councilman Underhill, the following resolution was **RESOLVED** that the Water District enter into a contract with the Town of Prattsburgh for bookkeeping services at \$3000/year and truck rental services at \$1000/year.

SIGNATURES ON CHECKS:

On a motion by Councilman Underhill, seconded by Councilman Scheid, the following resolution was **RESOLVED** that Supervisor McConnell and John Underhill as Deputy Supervisor be empowered to sign checks.

MILEAGE REIMBURSEMENT RATE:

On a motion by Councilman Underhill, seconded by Councilman Scheid, the following resolution was **RESOLVED** that the mileage paid for traveling on Town business be 57 cents per mile.

RULES OF CONDUCT:

On a motion by Councilman Underhill seconded by Councilman Byington, the following resolution was **RESOLVED** to adopt the following rules of conduct:

A town board meeting is a serious matter and can no more be disrupted or invaded than can a session of Congress or the State Legislature. By state law, the open meetings law gives the public the right to attend board meetings and listen to board deliberations. However, the public may not participate in the meeting except upon the invitation of the board. A town board has the right to promulgate rules of procedure for the orderly conduct of its meetings and for the proper management of the business and affairs of the town.

As, under normal conditions, the public attendance at Prattsburgh Town Board meetings is minimal, it has been the practice of the Board to allow pertinent questions or comments from the public concerning areas under discussion during the meeting. Such questions or comments can only be directed to the Supervisor with no interplay between members of the public. This custom will continue as long as it is not disruptive to the regular proceedings, in which case the audience will be asked to refrain from comment. The public will also be expected to be attentive

and not hold whispered conversations with others. Town Board meetings are not an occasion for public discussion.

At the end of the Department reports, there will be a 15 minute privilege of the floor period during which time the public will have an opportunity to address the board. They must seek permission from the supervisor and their remarks are to be directed to the board only. Each speaker will have 3 minutes for his presentation. No demand can be made for an answer to a question from a board member.

ROLL CALL VOTES NEEDED ONLY AT THE REQUEST OF ANY BOARD

MEMBER:

On a motion by Councilman Underhill, seconded by Councilwoman Einwachter, the following resolution was **RESOLVED**, that there is no need for formal roll call votes on each and every motion of the town board. However at the request of any board member, a formal roll call vote will be taken.

APPROIATIONS

On a motion made by Councilman Byington, Seconded by Councilman Underhill and all Board Members in favor, the appropriations for January were approved.

WATER

On a motion made by Councilman Byington and seconded by Councilwoman Einwachter, with all member in favor Empire Telephone will be using metered water during the demolition of the funeral home.

ADJOURNED

On a motion by Councilman Byington and seconded by Councilman Scheid, and duly carried, the meeting was adjourned at 8:10 P.M.

Respectfully Submitted,

Kim Sobolewski
Town Clerk