

**PRESENT:**

Albert Wordingham	Supervisor
Angela Einwachter	Councilperson
Elizabeth Peck	Councilperson
Sandra Squires	Councilperson
Pete Scheid	Councilperson
Kim Sobolewski	Town Clerk

**Closed Session**

Motion made by Councilperson Einwachter Seconded by Councilperson Scheid to confer with legal counsel.

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham  
Councilperson Scheid  
Councilperson Einwachter  
Councilperson Peck  
Councilperson Squires

Motion made by Councilperson Einwachter Seconded by Councilperson Peck to return to regular session.

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham  
Councilperson Scheid  
Councilperson Einwachter  
Councilperson Peck  
Councilperson Squires

**Meeting Dates/Times:**

Be it RESOLVED, to establish the regular date for the Town Board of the Town of Prattsburgh to be the 3<sup>rd</sup> Monday of each month beginning at 6:00 P.M., with the following exception(s):

if a holiday falls on the 3<sup>rd</sup> Monday the meeting will take place on the following Thursday.

Meetings will be held at the Town Hall in Prattsburgh Motion made by Councilperson Einwachter Seconded by Councilperson Scheid

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham  
Councilperson Scheid  
Councilperson Einwachter  
Councilperson Peck  
Councilperson Squires

**Legal Newspaper and Official Bank:**

Be it **RESOLVED** that the Corning Leader is designated as the official newspaper, and further **RESOLVED** that the official banks are Community Bank and Five Star Bank.

Motion made by Councilperson Scheid

Seconded by Councilperson Peck

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham

Councilperson Scheid

Councilperson Einwachter

Councilperson Peck

Councilperson Squires

**Appoint Security Officer:**

Be it **RESOLVED** that the town appoints

Brian Chaffee as Security Officer, and \_\_\_\_\_ as

Deputy Security Officer.

Motion made by Councilperson Einwachter

Seconded by Councilperson Peck

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham

Councilperson Scheid

Councilperson Einwachter

Councilperson Peck

Councilperson Squires

**Appointments:**

Be it **RESOLVED** that the following appointments are made for 2026:

Town Historian /Vicki Kopylczak

Code Enforcement Chris Whipple

Assistant Code Enforcement Officer

Right of Way Agent Chris Underhill

Water District Maintenance Chris Underhill

Registrar Kim Sobolewski

Cemetery Sexton Tim Hoose

Park Maintenance Tim Hoose

Dog Control Officer Deb Matthews

Legal Counsel Edward Brockman

Budget Officer Albert Wordingham

Health Officer Trisha Brown

Crossing Guard Christine Brush

Asst. Water District Maintenance

Recycling Monitor Michael Gettings

Bookkeeper Jeanette Underhill

Motion made by Councilperson Peck  
Seconded by Councilperson Einwachter  
ADOPTED by ROLL CALL VOTE  
Supervisor Wordingham  
Councilperson Scheid  
Councilperson Einwachter  
Councilperson Peck  
Councilperson Squires

**Supervisor Albert Wordingham appoints**

Angela Einwachter as Deputy Supervisor  
Jeanette Underhill as Bookkeeper

**Highway Superintendent John Perry Appoints**

John Christiansen as Deputy Highway Superintendent

**Town Clerk Kim Sobolewski appoints**

Michelle Schuck as Deputy Town Clerk.

**Water District Contract for Bookkeeping Services and Truck Rental:**

Be it **RESOLVED** that the Water District enter into a contract with the Town of Prattsburgh for bookkeeping services at \$3,000/year and truck rental services at \$2,500/year.

Motion made by Councilperson Peck

Seconded by Councilperson Squires

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham  
Councilperson Scheid  
Councilperson Einwachter  
Councilperson Peck  
Councilperson Payne

**Signatures on Checks:**

Be it **RESOLVED** that Supervisor Wordingham and Angela Einwachter as Deputy Supervisor be empowered to sign checks. Be it further resolved that Kim Sobolewski will be the second signature on ALL checks.

Motion made by Councilperson Scheid

Seconded by Councilperson Peck

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham  
Councilperson Scheid  
Councilperson Einwachter  
Councilperson Peck  
Councilperson Squires

**Mileage Reimbursement Rate/General Reimbursement Policy:**

Be it **RESOLVED** that mileage paid for traveling on Town business be 72.5 cents per mile. Further be it **RESOLVED** that ANY reimbursement request submitted by a town employee/official must be done so by the end of the month in which the expense were incurred accompanied by receipts for such expense.

Motion made by Councilperson Einwachter

Seconded by Councilperson Peck

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham

Councilperson Scheid

Councilperson Einwachter

Councilperson Peck

Councilperson Squires

### **Rules of Conduct:**

Be it **RESOLVED** that the following rules of conduct be adopted:

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.

Motion made by Councilperson Einwachter

Seconded by Councilperson Squires

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham

Councilperson Scheid

Councilperson Einwachter

Councilperson Peck

Councilperson Squires

**Voting to be done by Roll Call:**

Be it **RESOLVED** that voting will be done by Roll Call by the Town Clerk or person acting on behalf of the Clerk in their absence.

Motion made by Councilperson Peck

Seconded by Councilperson Scheid

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham

Councilperson Scheid

Councilperson Einwachter

Councilperson Peck

Councilperson Squires

**Adjournment:**

Councilperson Peck made a motion to adjourn the meeting at 6:42 P.M. seconded by

Councilperson Einwachter

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham

Councilperson Scheid

Councilperson Einwachter

Councilperson Peck

Councilperson Squires