

The Organizational meeting of the Prattsburgh Town Board was called to order on January 4<sup>th</sup>, 2023 at 6:30 P.M. at the Prattsburgh Town Hall, Prattsburgh, NY. Supervisor Wordingham led the Pledge of Allegiance.

**PRESENT:**

Albert Wordingham	Supervisor
Angela Einwachter	Councilperson
Elizabeth Peck	Councilperson
Janette Payne	Councilperson
Pete Scheid	Councilperson
Kim Sobolewski	Town Clerk

**Meeting Dates/Times:**

Be it **RESOLVED**, to establish the regular date for the Town Board of the Town of Prattsburgh to be the 3rd Monday of each month beginning at 6:30 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 with the exception of the May and September meetings, which will be held at the Ingleside Christian Church in Ingleside.

Motion made by Councilperson Einwachter

Seconded by Councilperson Payne

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye

Councilperson Scheid Aye

Councilperson Einwachter Aye

Councilperson Peck Aye

Councilperson Payne Aye

**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 Einwachter

Seconded by Councilperson Scheid

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye

Councilperson Scheid Aye

Councilperson Einwachter Aye

Councilperson Peck Aye

Councilperson Payne Aye

**Appoint Security Officer:**

Be it **RESOLVED** that the town appoints

John Kunak as Security Officer, and Bill Reeser as

Deputy Security Officer.

Motion made by Councilperson Einwachter

Seconded by Councilperson Scheid

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye

Councilperson Scheid Aye

Councilperson Einwachter Aye

Councilperson Peck Aye

Councilperson Payne Aye

**Appointments:**

Be it **RESOLVED** that the following appointments are made for 2023:

Town Historian Lenora Applebee /Vicki Kopylczak

Code Enforcement Chris Whipple  
Assistant Code Enforcement Officer Austin Wagar  
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 Richard Peer  
Asst. Water District Maintenance  
Recycling Monitor Michael Gettings  
Bookkeeper Jeanette Underhill  
Motion made by Councilperson Einwachter  
Seconded by Councilperson Peck  
ADOPTED by ROLL CALL VOTE  
Supervisor Wordingham Aye  
Councilperson Scheid Aye  
Councilperson Einwachter Aye  
Councilperson Peck Aye  
Councilperson Payne Aye

**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 Einwachter

Seconded by Councilperson Peck

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye  
Councilperson Scheid Aye  
Councilperson Einwachter Aye  
Councilperson Peck Aye  
Councilperson Payne Aye

**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 Aye  
Councilperson Scheid Aye  
Councilperson Einwachter Aye  
Councilperson Peck Aye  
Councilperson Payne Aye

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

Be it **RESOLVED** that mileage paid for traveling on Town business be 65 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 Scheid

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye

Councilperson Scheid Aye

Councilperson Einwachter Aye

Councilperson Peck Aye

Councilperson Payne Aye

**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 Scheid

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye

Councilperson Scheid Aye

Councilperson Einwachter Aye

Councilperson Peck Aye

Councilperson Payne Aye

**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 Scheid

Seconded by Councilperson Payne

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye

Councilperson Scheid Aye

Councilperson Einwachter Aye

Councilperson Peck Aye

Councilperson Payne Aye

**Adjournment:**

Councilperson Peck made a motion to adjourn the meeting at 7:03 P.M. seconded by Councilperson Einwachter.

**ADOPTED** by ROLL CALL VOTE

Supervisor Wordingham Aye

Councilperson Scheid Aye  
Councilperson Einwachter Aye  
Councilperson Peck Aye  
Councilperson Payne Aye

Respectfully submitted,  
Kim Sobolewski Town Clerk