

The February 2017 Board Meeting for the Town of Willing, County of Allegany and the State of New York was held at the Town Hall, 1431 State Route 19 South, on the 13<sup>th</sup> day of February, 2017 at 7pm

**Present:** Supervisor Wightman, Councilwoman Roeske, Councilmen: Wiedemann, Fanton and Smith, Highway Supt. Matteson, Clerk Buchholz, Officer Howe

**Absent:** Bookkeeper Glass

**Guest:** Rich Ewell from Richardson & Stout Insurance

Meeting was called to order by Supervisor Wightman at 7pm, all rose for the Pledge of Allegiance.

**MINUTES:** Councilman Fanton moved to accept the January 2017 as presented, Councilman Smith seconded. Board was poled. Councilwoman Roeske-aye, Councilmen: Wiedemann-aye, Fanton-aye, Smith-aye and Supervisor Wightman-aye. 5 ayes 0 nays **Carried**

**APPOINTMENT OVERSITE:** Cemetery Committee for 2017, should have also included Councilwoman Roeske.

**NEW BUSINESS:**

**INSURANCE RENEWAL:** Supervisor Wightman opened the floor to Richard Ewell, Insurance Agent from Richardson & Stout. The board reviewed handouts given, Mr. Ewell discussed coverage options, possible training sessions, no claims in 2016 and NYMIR Operating Reserves Return. Premium went up \$254.00 dollars due to 2 % increase in Inland Marine Policy and Property Value. Mr. Ewell was thanked for his presentation, The board will contact him as to their decision.

Councilman Fanton moved to renew the Town of Willing's Insurance Policy for 2017-2018 with NYMIR thru Richardson and Stout in the amount of \$18, 547.00. Councilman Smith seconded, Board was poled. Councilwoman Roeske-aye, Councilmen: Wiedemann-aye, Fanton-aye, Smith-aye , Supervisor Wightman-aye 5 ayes 0 nays **Carried**

**OLD BUSINESS:**

**REVAL:** Letters to property owners will be mailed out the end of February 2017, Hearings to begin the 2<sup>nd</sup> week of March.

**MICROSOFT OFFICE INSTALL:** Nothing to report

**BODY CAMERA POLICY:** Board reviewed policy with Officer Howe. Councilwoman Roeske moved to accept the Body Camera Policy for 2017, Councilman Wiedemann seconded. Board was poled. Councilwoman Roeske-aye, Councilmen: Wiedemann-aye, Fanton-aye, Smith-aye, Supervisor Wightman-aye 5 ayes 0 nays **Carried.**

**HEALTH INSURANCE PREMIUM:** Billing and Contract numbers do not agree. Contract numbers are correct.

**CORRESPONDANCE TO THE BOARD: January 2017**

<u>To</u>	<u>From</u>	<u>Subject</u>
Supervisor	Personnel Concepts	Renew Employment Posters
Supervisor	National Fuel	Contact and Pipeline Information
Town	EFPR Group	Auditing services
Supervisor	NYS Ag & Markets	Review Records for surcharges
Supervisor	Town of Wellsville	2017 Dog Agreement (no action taken)

(communications cont)

<u>To</u>	<u>From</u>	<u>Subject</u>
Supervisor	County PWD	2018 Capital Bridge Program
Supervisor	County Comprehensive Program	2017 Town Bridge Painting Program Worksheet for Program, board members to bring back Work Sheet 3 to next board meeting
Board	Alleg. County DWI Program	2017 STOP DWI Contractual
Councilman Fanton	moved to accept the 2017 STOP DWI Contract contingent on funding,	
Councilwoman Roeske	seconded. Board was poled. Councilwoman Roeske-aye, Councilmen: Wiedemann-aye, Fanton-aye, Smith-aye. Supervisor Wightman-aye 5 ayes 0 nays <b>Carried</b>	
Supervisor	NYS Census	2017 Update for 2020 Census
Board	Assoc. of Towns	Threaten Home rule and undermine Local Governments by Governor-contact state representatives

### **REPORTS:**

**Highway Committee Report:** Accepted as presented. The board continued to discuss rotation of truck schedules, cost of new truck, availability of new truck, maintenance of trucks, availability of parts, possible financing of truck, and possible grants available. The board reviewed the Towns Budget and discussed checking on possible out of State purchase. Will continue to discuss next month.

**Cemetery Report:** Accepted as presented

**CEO Report:** Accepted as presented

**DCO Report:** None for this month

**Police Report:** Accepted as presented.

Councilman Fanton shared a recent conversation he had with a resident wondering why the number of vehicle stops and the number of tickets issued are not the same. Councilman Wiedemann will share this concern with the department and report back to the board. Also discussed the replacement of Tires on the Police Car. 2 State bid quotes given, \$2.00 difference between them. Will let Officer Howe decide which tires he wants.

**Justice Report:** Accepted as presented

**Fire Liaison Report:** Accepted as presented

**Clerks Report:** Accepted as presented

**Records Access Report:** Accepted as Presented

(Board discussed updated requirements for Media posting. Meeting agenda's and Approved Town Board Minutes will be posted in a timely fashion)

**Historians Report:** None for this month

**Highway Report:** Accepted as presented.

Highway Supertendants Drug & Alcohol Policy is to be updated, cost between 1,000.00 and 1,200.00

to be split between all Towns. They are also adding new software and added training will be required  
2.

**Financial report:** None for this month

**Pay the Bills:** Councilman Fanton moved to accept the Highway Fund bills (Vouchers #14-#23) in the amount of \$15,487.41 and the General Fund Bills (#23-#52) in the amount of \$18,771.18, Councilman Smith seconded Board was poled: Councilwoman Roeske-aye, Councilmen: Wiedemann-aye, Fanton-aye, Smith-aye, Supervisor Wightman-aye 5 ayes 0 nays **Carried**

**4<sup>th</sup> Quarter 2016 Internal Audit: Clerk/Tax Collector/Petty Cash Accounts**

No discrepancies , or issues were found, paperwork, duplicate deposit, duplicate receipts and monthly bank reconciliation were in order in all three accounts. Monthly reports and supporting documents were accounted for. Councilman Wiedemann moved to accept the 4<sup>th</sup> Quarter Books for 2016, Councilwoman Roeske seconded. Board was poled. Councilwoman Roeske-aye, Councilmen: Wiedemann-aye, Fanton-aye, Smith-aye, Supervisor Wightman-aye. 5 ayes 0 nays **Carried**

**4<sup>th</sup> Quarter 2016 Internal Audit: Justice Account**

No discrepancies, or issues were found, paperwork, duplicate deposit slips and receipts were present Monthly bank reconciliation were in order. Justice Monthly reports and supporting documents were accounted for and done timely. Councilman Fanton moved to accept the 4<sup>th</sup> Quarter books for 2016, Councilman Smith seconded. Board was poled. Councilwoman Roeske-aye, Councilmen: Wiedemann-aye, Fanton-aye, Smith-aye. Supervisor Wightman-aye 5 ayes 0 nays **Carried**

Councilwoman Roeske moved to adjourn the monthly board meeting, Councilman Fanton seconded, said meeting was adjourned at 10pm.

Respectfully Submitted:  
Deborah J Buchholz  
Town Clerk  
2/13/17