

The Organizational 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, Wellsville, NY on the 8th day of January at 7pm.

Present: Supervisor Wightman, Councilmen: Gay, Wiedemann, Fanton and Smith. Highway Superintendent Matteson, Bookkeeper Glass, Security Officer Howe and Clerk Buchholz

Guests: Mr. Nate Duffy-representative of National Fuel Gas Company

Supervisor Wightman opened the meeting at 7pm and all rose for the Pledge of Allegiance.

OATH OF OFFICE: At this time Clerk administered the Oath of Office to Bookkeeper Glass and Security Officer Howe.

MINUTES: Councilman Wiedemann moved to accept the minutes as presented from the Final 2017 board meeting held on 12/27/17. Councilman Fanton seconded. Board was poled. Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Smith-aye and Supervisor Wightman -aye 5 ayes 0 nays **CARRIED**

Councilman Fanton moved to accept the minutes as presented from the Special Meeting held on Jan. 3rd, 2018. Councilman Smith seconded. Board was poled. Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Smith-aye and Supervisor Wightman-aye 5 ayes, 0 nays **CARRIED**

OLD BUSINESS:

FIRE DEPARTMENT CONTRACT: Board members signed the new contract. Councilman Smith will take to the Fire Dept. Wednesday Jan. 10th, at their scheduled special meeting.

NATIONAL FUEL REPRESENTATIVE: Mr. Nate Duffy was recognized by Supervisor Wightman. He explained the situation that arose when National Fuel lost pressure from their storage site due to the PGE well. He discussed the new storage and buffer zone that has been approved in the area and that the Walden and Stephens Cemetery is in the buffer zone. He assured the Town Board that this area is strictly a buffer zone, and it has nothing to do with water, shallow or deep well rights. He presented the Town with a Storage agreement and a onetime offer of \$200.00 for the lease. The board will continue to discuss and have the Towns Attorney look over the agreement and will discuss further in February.

NEW BUSINESS:

Resolution #1 of 2018 *2018 Appointments* offered by Supervisor Wightman.

Councilman Gay moved to accept the appointments as presented, Councilman Smith seconded. Board was poled. Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Smith-aye. Supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

Deputy Supervisor: Mark Wiedemann

Highway Committee: Eldyn Smith, Lester Fanton, Roy Gay

Budget Director: Ron Wightman

Deputy Budget Director: Dave Glass

Director of Finance: Dave Glass

Deputy Director of Finance: Roy Gay

Assessor: LouAnne Glass

Liaison to Assessor: Ron Wightman

Tax Review Board: Alan Carlin, John Lewis, Mike Zakel

Police Commissioner: Mark Wiedemann

Security/Constable: Bradley Howe

Security: Greg Rounds
Patrolmen: PJ Sherman, Tory Rounds
Dog Control Officer: Pat Gay
Historian: Christina Wightman
Liaison to Fire Dept.: Eldyn Smith, Roy Gay
Town Attorney: Michael Finn
Liaison to Attorney: Lester Fanton, Ron Wightman
Union Relations: Lester Fanton, Ron Wightman
Liaison to Accumed: Lester Fanton, Eldyn Smith
Government Grants for Small Cities: Monica Dean, Deb Padden
Liaison for Small Cites: Mark Wiedemann, Ron Wightman
Fair Housing Officer: Mark Wiedemann
Registrar Vital Records /Building Permits: Deborah Buchholz
Bldg./Fire Code Inspector: Charles Cagle
Town Hall Rentals: Deborah Buchholz
Town Hall Custodian: Deborah Buchholz
Town Hall Maintenance Person: Don Pakis
Cemetery Director #1: Lester Fanton
Cemetery Director #2: Ron Wightman
Cemetery Maintenance: Charles Densmore
Liaison to Time Warner: Roy Gay
Liaison to Justice: Ron Wightman
Records Management Officer: Deborah J Buchholz
FOIL Committee: Ron Wightman, Eldyn Smith and Mark Wiedemann
Town Bank: Steuben Trust
Town Newspaper: Wellsville Daily Reporter
Code of Ethics Review Board: Daniel Guiney, Lester Fanton, Roy Gay, Bill Loughlin, Don Pakis
Mileage: per IRS .545
Board Meeting Night: 2nd Monday of the month at 7pm

Resolution #2 of 2018: *2018 Town Policies*, Offered by Supervisor Wightman.
 Councilman Fanton moved to accept the Town Policies as listed, Councilman Wiedemann second. Board was poled. Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Smith-aye. Supervisor Wightman-aye 5 ayes 0 nays **CARRIED**
 Employment of Relatives Policy, Drug and Alcohol Policy, Smoking Policy, Violence Policy, Code of Ethics Policy, Procurement Policy, Investment Policy, Surveillance Policy, Employee Handbook, F.O.I.L. Procedure and Application, HRA Privacy Statement and Policy, HRA Procedure Policy, Policy for Public Comment at Town of Willing meetings, Firearms Policy, Solicitation Policy and Sexual Harassment Policy.

Resolution #3 of 2018: *OATH OF UNDERTAKING*, Offered by Supervisor Wightman
 Councilman Fanton moved to accept, Councilman Wiedemann seconded. Board was Poled. Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Smith-aye. Supervisor Wightman-aye. 5 ayes 0 nays **CARRIED**
 All signatures were gotten and notarized by Councilman Wiedemann

PRESENTATION OF CORRESPONDANCE

<u>From</u>	<u>Subject</u>
Allegany County DPW	2018 Bridge and Culvert Program, 2019 Capital Bridge Program
NYMIR Insurance	Online course's available

(Correspondence Cont.)

From

Southern Tier West
Real Property

Subject

Powers and Duties Training 2/27/18
2018 Equalization rates and 2018 Salaries of Town Officers

COMMITTEE REPORTS: None

DEPARTMENT REPORTS:

Cemetery: Nothing to report

Code Enforcement: December 2017 report accepted as presented. Noting new complaint filed on the property located at 3099 Hallsport Road. Code Officer faxed letter he would like to send the owner with the Towns approval. Clerk read, and Board approved. Board also received information from Complainant on Zombie properties in NY State.

Dog Control: December 2017 report accepted as presented

Police Report: December 2017 report and year-end report for 2017 accepted as presented

Justice Report: Nothing currently.

Fire Liaison: Nothing currently.

Clerks Report: December 2017 and end of year report accepted as presented

Records Access Report: Accepted as presented

Historians Report: Nothing currently

Highway Report: December 2017 accepted as presented

Monthly Financial Report: Nothing currently

PAY THE BILLS: Councilman Fanton moved to pay the General Fund Bills (Vouchers #1- #21) in the amount of \$25,864.24 and the Highway Fund Bills (Vouchers #1-#8) in the amount of \$7180.69. Councilman Gay seconded. Board was poled. Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Smith-aye. Supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

Councilman Smith moved to adjourn the monthly board meeting, Councilman Wiedemann seconded and said meeting was adjourned at 8:55pm

Respectfully Submitted
Deborah J Buchholz
Town of Willing Clerk