

The Organizational Monthly Meeting for the Town of Willing, County of Allegany and State of New York was held at the Town of Willing Hall, located at 1431 State Route 19, Wellsville, NY, 14895 on January 13<sup>th</sup>, 2020 at 7pm.

**Present:** Supervisor Wightman, Councilmen: Gay, Wiedemann, Fanton and Ellison, Highway Supt. Matteson, Clerk Buchholz, Security Officer Howe.

**Absent:** Bookkeeper Glass

Supervisor Wightman called the meeting to order at 7pm, all rose for the Pledge of Allegiance

**OATH OF OFFICE:** Given to newly elected Councilmen: Lester Fanton and Justin Ellison

**MINUTES:** Councilman Gay moved to accept the Board minutes from Dec. 30<sup>th</sup>, 2019, Councilman Wiedemann seconded. Vote taken: Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye and supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

**OLD BUSINESS:**

**COMPUTERS:** Supervisor Wightman shared information he found from Best Buy and Staples. Will discuss with Dave Glass.

**SOLAR FARM LOCAL LAW** information: Councilman Fanton shared information received from the Towns Attorney. Councilman Gay shared that the copy the board has is not the final agreement the Town of Independence has made with the Solar Company they are working with. Board discussed and decided to revisit next month. Town of Independence is holding a meeting in regard to the Solar Farm on Thursday Jan 16<sup>th</sup> @7pm. Town of Willing Board members plan on attending to gather more information.

**STERLING BULLET:** Supt. Matteson and Councilman Fanton are looking into the purchase of a Single cab International Truck -6500 series, to replace the Sterling Bullet. Truck would include body, plow and wing (Stainless Steel). Highway Supt. will have more info and pricing for Feb. 10<sup>th</sup>, board meeting.

**AMISH MEETING:** Supervisor Wightman shared that on Thursday Jan 9<sup>th</sup>, 2020 Town of Willing Board members, Code Officer Brady Strum, Assessor Joe Dannheim and 12 Amish men from our community gathered for information related to many topics. Good discussion was had and information on the upcoming 2020 Census was discussed.

**NEW BUSINESS:**

**2020 APPOINTMENTS: Resolution #1 of 2020** Offered by Supervisor Wightman  
Councilman Gay moved to accept the appointments as given, Councilman Fanton seconded.  
Vote: Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye. Supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

**Deputy Supervisor:** Mark Wiedemann  
**Highway Committee:** 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:** Timothy Joe Dannheim  
**Liaison to Assessor:** Ron Wightman  
**Tax Review Board:** Alan Carlin, Mike Zakel, Winston Truax  
**Police Commissioner:** Mark Wiedemann  
**Security/ Constable:** Bradley Howe  
**Security:** Greg Rounds  
**Patrolmen:** PJ Sherman and Tory Rounds  
**Dog Control Officer:** Patricia Gay  
**Historian:** Christina Wightman  
**Liaison to Fire Dept:** Justin Ellison, Roy Gay  
**Union Relations:** Lester Fanton, Ron Wightman  
**Town Attorney:** Mike Finn  
**Liaison to Attorney:** Lester Fanton, Ron Wightman  
**Liaison to Accumed:** Lester Fanton, Justin Ellison  
**Gov. Grants Small Cities:** Monica Dean, Deb Padden  
**Liaison for Govt Small Cities:** Mark Wiedemann, Ron Wightman  
**Fair Housing Officer:** Mark Wiedemann  
**Registrar of Vital Statistics:** Deborah J Buchholz  
**Code Enforcement Officer:** Brady Sturm  
**Town Hall Rental:** Deborah J Buchholz  
**Town Hall Custodian:** Deborah J Buchholz  
**Town Hall Maintenance person:** Don Pakis  
**Cemetery Directors:** Lester Fanton, & Ron Wightman  
**Cemetery Maintenance:** Charles Densmore  
**Liaison to Time Warner:** Roy Gay  
**Liaison to Justice:** Ron Wightman  
**Records Management Officer:** Deborah J Buchholz  
**F.O.I.L. Committee:** Ron Wightman, Justin Ellison, Mark Wiedemann  
**Town Bank:** Steuben Trust Co.  
**Town News Paper:** Olean Times Herald  
**Code of Ethics Review Board:** Daniel Guiney, Justin Ellison, Roy Gay, Bill Loughlin and Don Pakis  
**Mileage reimbursement:** per IRS .575  
**Board Meeting Night:** 2<sup>nd</sup> Monday of the Month at 7pm.

**2020 POLICES: Resolution #2 of 2020** Offered by Supervisor Wightman:  
Councilman Fanton moved to accept the Town of Willing Policies for 2020, Councilman Gay seconded; Vote: Councilman: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-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  
 Sexual Harassment Policy  
 Cyber/IT Policy  
 Driveway Permit Policy  
 Hallsport Union & York's Cemetery Rules & Regulations  
 Job Description of Town Hall Maintenance Person and Town Hall Custodian  
 Duties of Deputy Clerk/Collector

**MUTUAL AID AGREEMENT: Resolution #3 of 2020** Offered by Highway Supt. Matteson. Councilman Gay moved to accept the Mutual Aid Agreement between Municipalities, Councilman Wiedemann seconded. Vote Taken: Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye and Supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

**OFFICIAL OATH OF UNDERTAKING: RESOLUTION #4 of 2020**

Offered by Supervisor Wightman  
 Councilman Gay moved to accept as presented, Councilman Wiedemann seconded. Vote: Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye. Supervisor Wightman-aye. 5 ayes 0 nays **CARRIED**

**CORRESPONDANCE:**

<b>From</b>	<b>Subject</b>
-Spectrum/Time Warner	Update information
-Town of Wellsville	6-year Assessor Contract
Councilman Wiedemann moved to approve the 6-year contract with Wellsville, Councilman Fanton seconded. Vote: Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye. Supervisor Wightman-aye 5 ayes 0 nays <b>CARRIED</b>	
-County of Allegany	2019 Remittances
-Justice Guiney	Unified Court systems Audit requirements
-Alleg. Co. Dept. Human Resources	World Trade Center Sick Leave Program
-Office of Aging	Programs available-Tax clinic
-Town of Angelica	Info on Justice residency requirement

**COMMITTEE REPORTS: NONE**

**DEPARTMENT REPORTS:**

**Cemetery Report:** Verbal Nothing to report

**Code Enforcement Report:** None

**Assessor Report:** None

**Dog Control Report:** None

**Police Report:** Dec. 2019 and End of Year Report for 2019 Accepted as presented

**Justice Report:** Accepted as Presented

**Fire Liaison Report:** Accepted as Presented.

**Clerks Report:** Dec. 2019 and End of Year Report for 2019 Accepted as presented

**Records Access Report:** Accepted as presented

**Historians Report:** Accepted as presented

**Highway Report:** Accepted as presented

**Financial Report:** None

**PAY THE BILLS:** Councilman Fanton moved to pay the General Fund bills: (Vouchers #1 thru #24) in the amount of \$40,949.16 and the Highway Fund Bills (Vouchers #1 thru #3) in the amount of \$3552.57. Councilman Gay seconded. Vote: Councilman Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye. Supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

Councilman Gay moved to adjourn the monthly board meeting for January 202, Councilman Fanton seconded. Said meeting was adjourned at 8:55pm

Respectfully:

Deborah J Buchholz

Town of Willing Clerk

1/13/2020