

The January 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 11th, 2020 at 7pm. (Covid-19 guidelines)

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

Guest: Dale Beebee-Planning Board Member

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

OATH OF OFFICE: Given to appointed Officials present.

MINUTES: Councilman Gay moved to accept the Board minutes from Dec. 28th, 2020, Councilman Ellison seconded. **Vote:** Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye, and supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

OLD BUSINESS:

BEECH HILL CEMETERY: No updates

NEW BUSINESS:

2021 APPOINTMENTS: Resolution #1 of 2021 Offered by Supervisor Wightman
Councilman Fanton moved to accept the appointments as presented, Councilman Wiedemann 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: Mike Zakel, Winston Truax

Police Commissioner: Mark Wiedemann

Security/ Constable: Bradley Howe

Security: Greg Rounds

Patrolmen: PJ Sherman and Tory Rounds

Dog Control Officer:

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,
Deputy Registrar: Patti Mansfield
Deputy Clerk/Collector: Patti Mansfield
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 (Spectrum): 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: Community Bank
Town News Paper: Olean Times Herald
Code of Ethics Review Board: Daniel Guiney, Justin Ellison, Roy Gay, Bill Loughlin, and Don Pakis
Planning Board: Dale Beebee, Pat Gay, Ashleigh Cline
Mileage reimbursement: per IRS .56
Board Meeting Night: 2nd Monday of the Month at 7pm.

2021 POLICES: Resolution #2 of 2021 Offered by Supervisor Wightman:
Councilman Fanton moved to accept the Town of Willing Policies for 2021, 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

STANDARD WORKADY RESOLUTION UPDATED: Resolution #3 of 2021

Offered by Clerk Buchholz. Councilman Ellison moved to approve the updated Standard Workday resolution; Councilman Wiedemann seconded. **VOTE:** Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye, Supervisor Wightman-aye. 5 ayes 0 nays **CARRIED.**

MUTUAL AID AGREEMENT: Resolution #4 of 2021

Offered by Highway Supt. Matteson. Councilman Ellison 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 #5 of 2021

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

Correspondence to the Board:

From	Subject
-Southern Tier West CAP Membership Basic CAP membership and the Website Maintenance for a total of \$300.00. Councilman Fanton seconded. Vote: Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye Ellison-aye and Supervisor Wightman-aye 5 ayes 0 Nays CARRIED	Councilman Gay moved to renew the Towns
-Tri County Outreach & Information post in hall.	Services for developmental disabilities-will
-Richardson & Stout-Rich Ewell cancelled.	NYMIR-Cyber Policy for all towns-
-SBA (Small Business Assoc.)	PPP new guidance
-Mr. Robert Ackerman	Letter-ref: sealing footer at YCC
-Spectrum Business Councilman Gay will investigate this.	Info for possible rate reduction.
-Truck auctioned	Check received for \$9400.

Committee Reports:

- Planning Board:** Dale Beebee shared the following: (still only 3 members.)
- board met 3 times, finding it hard to schedule meetings to fit everyone’s schedule.
- Dale has done some online training thru the State
- there meetings fall under the Open Public Law, Board needs to be appointed/Oath of Offices taken within 30 days of appointment.
- Pilot Program, IDA involved. Dale communicating with Craig Clark.
- Moratorium, Comprehensive plan discussed. Supervisor Wightman will read over and will

reach out for legal advice.

-Steve Antes is willing to be a consultant only for anything related to Agriculture lands. Planning board needs to find someone to fill a spot on the board from the Agricultural community in the Town. Dale will follow up on this.

No further meetings scheduled at this time.

Department Reports:

Cemetery: Accepted as presented (Supervisor and Councilman Fanton will meet with Mr. Ackerman to layout lot sites)

CEO: Accepted as presented

DCO: no report,

Police: Year End report. Accepted as presented.

Justice: Accepted as presented

Fire Dept.: Accepted as presented

Clerks: Accepted as presented Yearend report given, Auditor from Comptroller office is now on site.

Records Access: Accepted as presented

Historians: Accepted as presented

Highway: Accepted as presented

Financial: Supervisor shared, tax money is coming in, discussed briefly “Class Account and Breakable CD’s”

PAY THE BILLS: Councilman Fanton moved to pay the General Fund bills (Vouchers #1-#22) in the amount of \$28,583.86 and the Highway Fund bills (vouchers #1-#8) in the amount of \$2,017.55. Councilman Gay seconded. **Vote:** Councilmen: Gay-aye, Wiedemann-aye, Fanton-aye, Ellison-aye, Supervisor Wightman-aye 5 ayes 0 nays **CARRIED**

Councilman Ellison moved to adjourn the January Organization Meeting, Councilman Gay seconded, said meeting was adjourned at 8:30pm.

Respectfully:

Deborah J Buchholz

Town of Willing Clerk

1/11/2021