

SPECIAL MEETING
December 30, 2019

DRAFT

The Special Meeting of the Town Board of the Town of New Bremen, County of Lewis and the State of New York was held at the Town Municipal Office Building, 8420 State Rte. 812, New Bremen, New York on the 30th day of December 2019.

Town Officer's Present: Peter J. Keys, Supervisor
David L. Becker, Councilman
Joseph E. Aucter, Councilman
Marcus Bush, Councilman
Casandra M. Buell, Councilwoman
Douglas E. Herzig II, Highway Superintendent
Elizabeth B. Jones, Clerk

Attended by: Nicholas Astafan - DCO, John Young - Deputy DCO, Judge Murphy, Judge Aucter and 2 other individuals

Supervisor Keys called the meeting to order at 6:30 p.m. with the Pledge to the Flag and a moment of silence in remembrance of John O. Boyd who recently passed away.

This meeting was called to conduct end of the year business and other that comes forth.

**RESOLUTION NO. 140 OF 2019
APPROVAL OF MINUTES**

On a motion of Councilman Becker, seconded by Councilman Bush, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, the minutes of the December 9, 2019 meeting are approved.

OPEN PUBLIC HEARING

The Public Hearing for the renewal of the Lewis County Search and Rescue Inc. ambulance contract was declared open at 6:31 p.m. by Supervisor Keys, with proof of Publication in the J & R being acknowledged.

CLOSE PUBLIC HEARING

There were no questions or comments by the public; therefore, the public hearing was hereby closed at 6:32 p.m. by Supervisor Keys.

**RESOLUTION NO. 141 OF 2019
SEARCH AND RESCUE AMBULANCE SERVICE CONTRACT**

On a motion of Councilman Aucter, seconded by Councilwoman Buell, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

WHEREAS, the Town Board of the Town of New Bremen did hold a public hearing on December 30, 2019 to consider renewing the Lewis County Search and Rescue contract for ambulance service, and be it

RESOLVED, that the Town of New Bremen does hereby enter in to an agreement with the Lewis County Search and Rescue, Inc., to provide ambulance services to the Town of New Bremen and its residents for 2020 for a fee of \$6,192.14.

*Copy of said contract is incorporated at the end of these minutes.

(Special Meeting of December 30, 2019 con't.)

**RESOLUTION NO. 144 OF 2019
BUDGET ADJUSTMENT**

On a motion of Councilman Aucter, seconded by Councilwoman Buell, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, the following adjustment to the 2020 Adopted Budget is hereby approved: add line 210 – Unclassified Revenue A2770 - \$15,614.26 and increase line 104 – Public Safety & Traffic Control Contractual Expense A3310.2 from \$2,000.00 to \$17,614.26.

**RESOLUTION NO. 145 OF 2019
APPOINTMENTS**

On a motion of Councilman Bush, seconded by Councilwoman Buell, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, approving the appointments of Christopher R. Adams as Deputy Highway Superintendent and Elizabeth B. Jones as Highway Superintendent's Secretary. Terms of office - 1/1/20 to 12/31/23.

**RESOLUTION NO. 146 OF 2019
APPOINTMENT OF COURT CLERK**

On a motion of Councilman Bush, seconded by Councilwoman Buell, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, that Emily J. Zehr is hereby appointed as Court Clerk for the term of 1/1/20 to 12/31/20.

**RESOLUTION NO. 147 OF 2019
APPOINTMENT OF DCO & DEPUTY DCO**

On a motion of Councilman Aucter, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, that Nicholas Astafan is hereby appointed as Dog Control Officer and John Young appointed as Deputy Dog Control Officer. Terms of office - 1/1/20 to 12/31/20.

**RESOLUTION NO. 148 OF 2019
AGREEMENT FOR DOG CONTROL OFFICER SERVICES**

On a motion of Councilman Aucter, seconded by Councilwoman Buell, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, the Town of New Bremen hereby enters into a one (1) year agreement for Dog Control Officer Services with Nicholas Astafan for the 2020 year.

*Copy of said contract is incorporated at the end of these minutes.

ASSESSORS REPORT

Supervisor Keys received the Assessor's report for 2019. After review by the Board a Motion was made by Councilwoman Buell, seconded by Councilman Becker, accepting said report.

Ayes 5 Becker, Aucter, Bush, Buell, Keys

Nays 0

(Special Meeting of December 30, 2019 con't.)

**RESOLUTION NO. 149 OF 2019
APPROVAL FOR PAYMENT OF BILLS PRIOR TO AUDIT**

On a motion of Councilman Becker, seconded by Councilwoman Buell, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, Supervisor Keys has permission to pay certain utility bills (ex: health insurance, communications, electric, natural gas) prior to audit to avoid late fee charges.

AUDIT COMMITTEE

Supervisor Keys stated that a two (2) person committee needs to be formed for the purpose of auditing 2019 accounting records for the Supervisor/CFO, Town Clerk, Tax Collector and Justice Court. Councilwoman Buell and incoming Councilwoman Lyndaker volunteered to be the committee.

**RESOLUTION NO. 150 OF 2019
OFFICIAL NEWSPAPER**

On a motion of Councilman Aucter, seconded by Councilman Bush, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, the Official Newspaper will be the Journal & Republican, and be it further

RESOLVED, to also post to the linklewiscounty website.

**RESOLUTION NO. 151 OF 2019
BANK DESIGNATION**

On a motion of Supervisor Keys, seconded by Councilman Becker, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, the Bank Designation will be Community Bank in Lowville.

**RESOLUTION NO. 152 OF 2019
MEETING DATES, TIME & PLACE SET**

On a motion of Councilwoman Buell, seconded by Councilman Aucter, the following resolution was
ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, the regular Town Board Meetings for 2020 will be held on the second Monday of the Month at 6:30 p.m. at the Town Municipal Office Building.

MILEAGE REIMBURSEMENT RATE

Tabled until January meeting. Waiting for the federal/state rates to be set for 2020.

APPOINTMENTS

Supervisor Keys appointed Joseph Aucter as Deputy Supervisor and Errol Aucter as Historian. Terms as follows:

Joseph E. Aucter - Deputy Supervisor - 1/1/20 to 12/31/23
Errol A. Aucter - Historian - 1/1/20 to 12/31/23

Motion by Councilwoman Buell, seconded by Councilman Bush, to accept said appointments.
Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

(Special Meeting of December 30, 2019 con't.)

**RESOLUTION NO. 153 OF 2019
APPOINTMENT OF REGISTRAR & DEPUTY REGISTRAR**

On a motion of Councilman Bush, seconded by Councilwoman Buell, the following resolution was
 ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, that Elizabeth B. Jones is hereby appointed as Registrar of Vital Statistics and Aimee L. Murphy as Deputy Registrar. Terms of office - 1/1/20 to 12/31/23.

**RESOLUTION NO. 154 OF 2019
APPOINTMENT OF RMO**

On a motion of Supervisor Keys, seconded by Councilman Becker, the following resolution was
 ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, that Elizabeth B. Jones is hereby appointed as Records Management Officer for the term of 1/1/20 to 12/31/23.

**RESOLUTION NO. 155 OF 2019
SPECIAL DISTRICTS AND SERVICES**

On a motion of Councilwoman Buell, seconded by Councilman Bush, the following resolution was
 ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, Supervisor Keys is authorized and directed to pay amounts as specified below, to the Special Districts and Services, as money becomes available thru taxation.

Beaver Falls Fire District - \$32,308.06	New Bremen Fire District - \$79,462.00
New Bremen Fire Protection - \$16,275.00	New Bremen/Beaver Falls Light District - \$10,800
Beaver Falls Fire Dept. Ambulance Svc. - \$8,000.00	LCSR Ambulance Service - \$6,192.14
Volunteer Transportation Center - \$1,500.00	Beaver Falls Library - \$2,700.00
Croghan Free Library - \$2,500.00	St. Peter's Cemetery - \$100.00
American Legion Post 1663 - \$100.00	Beaver River Senior Citizens - \$300.00

**RESOLUTION NO. 156 OF 2019
AUDIT OF CLAIMS**

On a motion of Councilman Aucter, seconded by Councilwoman Buell, the following resolution was
 ADOPTED Ayes 5 Becker, Aucter, Bush, Buell, Keys Nays 0

RESOLVED, that Supervisor Keys is authorized and directed to pay the following amounts on Abstract #12 & #13 of 2019 in the following amounts and also approved the report of prior to audit payments for insurance, utilities, comptroller for justice court, etc., submitted by Supervisor Keys.

General	Voucher #140 thru #154	\$6,565.49
Highway T-Wide	Voucher #129 thru #139	\$8,466.53
Highway T-Outside	Voucher #42 thru #44	\$3,164.98
H. Insurance - \$9,038.05	Village of Lowville - \$150.00	
Utilities - \$2,353.46	Key Government Finance - \$41,616.86 (Final Payment)	
Milton CAT - \$35,000.00 (938M Loader Down Payment)		

SWEAR IN TOWN OFFICERS

Hon. Judge Murphy swore in the Town Officers that were present.

(Special Meeting of December 30, 2019 con't.)

DRAFT

The next meeting of the Town Board of the Town of New Bremen will be held on January 13, 2020 at 6:30 p.m. at the Town Municipal Office Building.

With no further business, on a motion of Councilman Bush, seconded by Councilman Becker, the meeting was adjourned at 7:37 p.m. Carried unanimously.

Elizabeth B. Jones, RMC
Town Clerk/Tax Collector