

The May meeting of the East Otto Town Board was called to order at 6:07 PM by Supervisor Ann Rugg on Tuesday June 13, 2017. Ann led the pledge to the Flag.

Present were councilmen Dave Forster, William Spors, and Sidney Barber and CEO Officer Jeff Holler. Councilman Mike Poch and Highway Superintendent Tom Benz were excused. Guests present were Bob Bowen and Angela Sherman.

A motion was made by Dave Forster and seconded by Sid Barber to authorize the Supervisor to pay all general and highway funds bills audited. Forster, Spors, Barber and Rugg were in favor. Motion carried.

	Abstract #	Claim #	Amount
Highway 1	103	04-05	\$ 3,726.13
Highway 3	306	47-62	\$ 10,152.47
General	006	46-57	\$ 2,264.66

A motion was made by Dave Forster and seconded by Bill Spors to approve and waive the reading of the May 9, 2017 meeting minutes. Forster, Spors, Barber and Rugg were in favor. Motion carried.

A motion to accept the following resolution to approve a Budget Modification in the General Fund was made by Dave Forster and seconded by William Spors:

We resolve to increase the General Fund 2017 in the amount of \$10,000.00 which represents additional monies received from the JCAP Grant for courtroom repairs. This will increase the budgeted amount for the accounts A3040-STATE Aid-Court Facilities and A1110.2-Justices Equipment

Roll Call Vote:

David Forster	Yes	William Spors	Yes
Sid Barber	Yes	Ann Rugg	Yes

All were in favor. Motion carried.

A motion to accept the following resolution to approve a Budget Modification in the Highway Fund was made by Dave Forster and seconded by Sid Barber:

We resolve to increase the Highway Fund 2017 in the amount of \$24,112.00 which represents the purchase of equipment using the equipment reserve. This will increase the budgeted amounts for the account DA5130.2-Machinery-Equipment and decrease the fund balance account DA889-Equipment Reserve.

Roll Call Vote:

David Forster	Yes	William Spors	Yes
Sid Barber	Yes	Ann Rugg	Yes

All were in favor. Motion carried

A motion was made by Bill Spors and seconded by Dave Forster to transfer \$5 from A1990.4 Contingent to A3610.4 Exam Board-Contractual account. Forster, Spors, Barber and Rugg were in favor. Motion carried.

A motion was made by Dave Forster and seconded by Sid Barber to transfer \$60 from 5142.4 snow removal-contractual to DA9720.7 installment purchase-interest account. Forster, Spors, Barber and Rugg were in favor. Motion carried.

Dave Forster commented that transfers that had just been approved are an example of one of the budget officer's jobs. He said the budget officer is responsible for going through the financials and keeping track of them every month.

Clerk paid to Supervisor \$728.00 for May 2017 fees and commissions.

A motion was made by Dave Forster and seconded by Sid Barber to adopt the following resolution establishing a standard work day for the employee indicated:

BE IT RESOLVED, that the Town of East Otto (Name of Employer) / 30106 (Location Code) hereby establishes the following standard work days for these titles and will report the officials to the New York State and Local Retirement System based on their record of activities:

Title	Standard Work Day (Hrs/day) Min. 6 hrs Max. 8 hrs	Name (First and Last)	Social Security Number (Last 4 digits)	Registration Number	Tier 1 (Check only if member is in Tier 1)	Current Term Begin & End Dates (mm/dd/yy-mm/dd/yy)	Record of Activities Result*	Not Submitted (Check only if official did not submit their Record of Activities)
<b>Elected Officials</b>								
					<input type="checkbox"/>			<input type="checkbox"/>
					<input type="checkbox"/>			<input type="checkbox"/>
<b>Appointed Officials</b>								
Planning Board	6 hr	Deanna Bowen	250	6193510-2	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Planning Board	6 hrs	Deanna Bowen	2501	6193510-2	<input type="checkbox"/>			<input checked="" type="checkbox"/>
Town Clerk	6 hrs	Deanna Bowen	2501	6193510-2	<input type="checkbox"/>	10/1/16-12/31/17	6.16	<input type="checkbox"/>

INSTRUCTIONS FOR COMPLETING FORM ON REVERSE SIDE

Roll Call Vote:

David Forster	Yes	William Spors	Yes
Sid Barber	Yes	Ann Rugg	Yes

All were in favor. Motion carried

Ann told the board of the meetings she has been attending regarding shared services that include demolition of vacant properties and shared highway services. Ann stated that Tom has concerns with the amount of time that it will take for the bookkeeping part of it. Ann's project is health insurance for employees and she would like to join with the county on health insurance. The town would be able to buy better and cheaper health insurance. She also stated other shared services could include: shared justice service and shared animal control service such as skunk, wood chuck; nuisance problems. A plan must be submitted to the county by August 1, 2017. Ann stated that Blue Cross and Blue Shield health insurance has a projected increase next year of 12%.

Ann and the board discussed a resolution for a late fee for dog licenses. The decision was made that instead of a late fee Mary Dankert will ticket the owners of unlicensed dogs and Justice Young will recoup the fees when he collects the ticket money.

A motion was made by Bill Spors and seconded by Sid Barber to join the Cattaraugus swim program. Forster, Spors, Barber and Rugg were in favor. Motion carried.

Town clerk: told the board that Tom, Dennis and herself had gone to school in Houghton in May. She told the board that in 2 of the classes she took it was stated that 4 hours of training for planning board and zoning board members is required by New York State and if the members do not get the required training by the end of the year the board cannot reappoint them to the position. The training is available different times throughout the year and also available online. Another class she took taught that emails regarding town business should be done through the same email provider.

Ann stated that EOPS did a nice job with the parade and asked the clerk to send a letter from the board stating this to them.

CEO Report: Jeff completed 13 inspections, issued 5 permits, issued 2 violation notices, 2 summons, answered 31 phone calls and deposited \$325 to the clerk for permits issued.

A motion was made by Bill Spors and seconded by Sid Barber to adjourn at 7:25 PM. Forster, Spors, Barber and Rugg were in favor. Motion carried.

The next meeting will be July 11, 2017 at 6:00pm.

Respectfully Submitted

Deanna Bowen  
Town Clerk

