

**Town of Rathbone
Organizational Meeting and Regular Meeting
January 4, 2023**

ORGANIZATIONAL TOWN BOARD MEETING AND REGULAR MEETING OF THE RATHBONE TOWN BOARD, 8088 COUNTY RTE 21, ADDISON, NY 14801 COUNTY OF STEUBEN, WAS HELD ON THE 4th DAY OF JANUARY 2023.

MEMBERS PRESENT

Russell Morseman III – Town Supervisor
Mary Catherine Cole– Councilman
Lanny Newell – Councilmen

MEMBERS ABSENT

William Reagan – Councilman
Roderick Brutsman – Councilman

OTHERS PRESENT

Mary Jacobson-Town Clerk, Paul Lewis, Pamela Morseman, Megan Walsh, Duane Miles, Eric Bump, Gary Baker, Michael Potter, Holly Allen

Russell Morseman III, Town Supervisor, called the organizational meeting to order at 6:00pm.

Resolution 01-23

2023 Appointments

A Town Board Resolution to appoint the following individuals to fill the positions listed below as Town Officers was motioned by Lanny Newell and seconded by Mary Catherine Cole

| | |
|---------------------------------------|-------------------|
| BUILDING CODE INSPECTOR – 1 year term | RONALD P JACOBSON |
| HEALTH OFFICER – 1 year term | WILDA HAGER |
| TOWN ATTORNEY – 1 year term | BRIAN SCHU |
| DOG CONTROL OFFICER – 1 year term | JERRY ALDRICH JR |

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 02-23

2023 Official Depository

A Town Board Resolution to name Community Bank NA as the official depository for town monies for the Town of Rathbone was motioned by Mary Catherine Cole and seconded by Lanny Newell

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 03-23

2023 Official Publications

A Town Board Resolution to name the town website and The Leader as the official publication for legal notices and the town website and the Addison Post as the official publication for notice of public hearings and other communications affecting only the residents of the Town of Rathbone was motioned by Lanny Newell and seconded by Mary Catherine Cole

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 04-23

Bank Account Signers

A Town Board Resolution to designate the following individuals as signers on town accounts at Community Bank, NA: Michael Knopf as signer for the justice account, Mary E Jacobson as signer for the town clerk account, the town clerk DEC account, and the tax collector account, and Russell Morseman III as the signer on the supervisor accounts was motioned by Mary Catherine Cole and seconded by Lanny Newell

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 05-23

Town Policies

A town board resolution to review and adopt the town policies including the Equal Employment Opportunity Policy, Complaints and Grievance Policy, Sex Discrimination & Sexual Harassment Policy, Code of Ethics, Cyber Policy, Drug and Alcohol Policy, Procurement Policy, Vehicle Use Policy, Lockout Tag out Policy, Workplace Violence Policy, Hearing Conservation Policy, Hazardous Material Response Policy, Tobacco/Smoke Free Policy, LEP Plan was motioned by Mary Catherine Cole and seconded by Lanny Newell

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 06-23

2023 Meeting Times

A Town Board Resolution to hold the regular monthly meetings of the Rathbone Town Board on the first Thursday of each month at 6:00pm was motioned by Lanny Newell and seconded by Mary Catherine Cole

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 07-23

2023 Mileage Rate

A Town Board Resolution to set the town mileage rate at \$0.58 per mile was motioned by Mary Catherine Cole and seconded by Lanny Newell

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 08-23

2023 Town Salaries

A Town Board Resolution to set the town salaries as presented in the 2023 Town Budget and as described below was motioned by Mary Catherine Cole seconded by Lanny Newell

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

| POSITION ===== | SALARY ===== |
|--|-----------------|
| TOWN SUPERVISOR | \$ 10,000.00 |
| TOWN CLERK / TAX COLLECTOR | \$ 10,000.00 |
| TOWN BOARD (4 MEMBERS/\$1200 each) | \$ 4,800.00 |
| TOWN JUSTICE | \$ 4,110.00 |
| COURT CLERK | \$ 600.00 |
| TOWN ASSESSOR | \$ 8,400.00 |
| SUPERINTENDANT OF HIGHWAYS | \$ 50,000.00 |
| GRIEVANCE BOARD (2 MEMBERS/ \$225.00 each) | \$ 450.00 |
| CHAIRMAN GRIEVANCE BOARD | \$ 250.00 |
| BUDGET OFFICER | \$ 3,000.00 |
| BOOK KEEPER | \$ 3,000.00 |
| BUILDING CODE INSPECTOR | \$ 3,900.00 |
| ANIMAL CONTROL OFFICER | \$ 3,500.00 |
| HEALTH OFFICER | \$ 400.00 |
| TOWN ATTORNEY (\$1500.00 BUDGETED) | \$ 1,000.00 |
| HIGHWAY DEPARTMENT MEO | \$ 21.40/HR |
| UTILITY WORKER | \$ 14.20/HR |

The town supervisor closed the organizational meeting and opened the regular monthly board meeting

Resolution 10-23

Meeting Minutes

A Town Board Resolution to approve the Year End Meeting minutes as read by the town clerk was motioned by Mary Catherine Cole and seconded by Lanny Newell

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 11-23

Supervisor's Monthly Report

A Town Board Resolution to accept the Supervisor's December monthly report was motioned by Lanny Newell and seconded by Mary Catherine Cole

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Resolution 12-23

January Payment of the Bills

A Town Board Resolution to approve payment of the bills as listed in the Abstract #1 was motioned by Lanny Newell and seconded by Mary Catherine Cole

General: \$28,575.46 Vouchers 1-7 Highway: \$4,129.92 Voucher 1

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

During the public comment period, Eric Bump asked if there is a maintenance log for our equipment. The highway superintendent was not present to answer this question.

Mary Catherine Cole motioned to adjourn at 6:36PM seconded by Lanny Newell

Roll Call Vote

| Member | Accept Resolution |
|----------------------|-------------------|
| Russell Morseman III | Yes |
| Mary Catherine Cole | Yes |
| Lanny Newell | Yes |

Submitted By:

Mary E. Jacobson
Rathbone Town Clerk