ORGANIZATIONAL MEETING

Organizational Meeting of the Town Board of the Town of Sparta was held January 14, 2020 at 6:30 PM.

Members Present: Supervisor Mark Schuster, Deputy Supervisor Glenn Kreiley, Council Dan Maloney and Bill Smith.

A motion was made by Glenn Kreiley and seconded by Bill Smith to accept the appointments as read:

Accountant & Payroll STPR Solutions ST, 1230.05 Monthly	TITLE	APPOINTMENT	Γ	ANNUAL SALARY	PAYMENT SCHEDULE	STANDARD HOURS/DAY
Assessment Review Board - 5 yr. term John L. Davis 930/21 Volunteer	Accountant & Pavroll	EFPR Solutions				HOCKSIDAT
Assessment Review Board - 5 yr. term Son L. Davis 9/30/21 Volunteer	·		9/30/25		•	6
Attorney for the Town - 2 yr. term	·	·			,	
Brian Comben 9,50/20 Volunteer						
Attorney for the Town - 2 yr. term		ž ž				
Cemetery Caretaker	Attorney for the Town – 2 yr. term				Semi-annual	
Councilman (4 member) - 4 yr. term Elected \$2,295,00ca Monthly 6				•		
Court Clerk		•		\$2,295.00/ea.		6
Deputy Highway Superintendent David Holbrook St.000.00 Bi-weekly		Sheila Duffy		\$3,600.00	Semi-Annual	6
Deputy Registrar of Vital Statistics Mark J Schuster Volunteer	Custodian	Sheila Duffy		\$765.00	Semi-annual	
Deputy Registrar of Vital Statistics Mark J Schuster Volunteer	Deputy Highway Superintendent	David Holbrook		\$1,000.00	Bi-weekly	
Deputy Town Clerk		Mark J Schuster		Volunteer		
Engineer for the Town	Deputy Supervisor	Glenn Kreiley		\$500.00	Semi-annual	
Fair Housing Officer	Deputy Town Clerk	John Duffy		Volunteer		
Highway Department Employees David Holbrook Jeffery White S18.00/hr Bi-weekly 8 Michael Kuhn S18.00/hr Bi-weekly 8 Highway Department Part Time Part	Engineer for the Town	Fraser Engineering Services			Voucher	
Jeffery White Michael Kuhn S18.00hr. Bi-weekly 8	Fair Housing Officer	Mark J. Schuster		Volunteer		
Michael Kuhn	Highway Department Employees	David Holbrook		\$20.00/hr.	Bi-weekly	8
Michael Kuhn		Jeffery White		\$18.00/hr.		8
Part Time Richard Paul S14.00/hr. Bi-weekly 8 Highway Superintendent - 4yr Elected Kevin Robinson 12/31/21 \$588,518.00 Bi-weekly 8 Historian Mary Jo Marks \$575.00 Annual Monthly Junk Law Officer Charles Cagle S2,805.00 Monthly Justice 4yr Elected David Werth (Interim) 12/31/20 \$2,600.00 Quarterly 6 Elivingston Co. Planning Board 3yr Annual 12/31/22 Volunteer Markson Planning Board Chairman \$800.00 Annual Monthly Mont		Michael Kuhn		\$18.00/hr.	Bi-weekly	8
Highway Superintendent - 4yr Elected Historian Mary Jo Marks S575.00 Annual Mary Jo Marks S575.00 Monthly Justice Gharles Cagle S2.805.00 Monthly Justice 4yr Elected Livingston Co. Planning Board 3yr Vacant 12/31/20 Volunteer Justice Ayr Elected Livingston Co. Planning Board 3yr Vacant 12/31/20 Volunteer Milcage Town Officials for Town Business S0.575/mi Voucher Office Rent Historian S800.00 Annual S800.0	Highway Department Part Time			\$14.00/hr.	Bi-weekly	8
Historian	Part Time	Richard Paul		\$14.00/hr.	Bi-weekly	
Information Technology	Highway Superintendent - 4yr Elected	Kevin Robinson	12/31/21	\$58,518.00	Bi-weekly	8
Junk Law Officer	Historian	Mary Jo Marks		\$575.00	Annual	
Justice	Information Technology	Seth Graham			Voucher	
Livingston Co. Planning Board 3yr Macant 12/31/22 Volunteer Mileage Town Officials for Town Business \$0.575/mi Voucher	Junk Law Officer	Charles Cagle		\$2,805.00	Monthly	
Mileage Town Officials for Town Business \$0.575/mi Voucher Office Rent Historian \$800.00 Annual Planning Board Chairman \$800.00 Annual Supervisor \$800.00 Annual Planning Board - 5 year term Michael Weber - Chairman 12/31/22 \$400.00 Annual Planning Board - 5 year term Michael Weber - Chairman 12/31/23 Volunteer Vacant 12/31/24 Volunteer Matthew Bourgoine 12/31/24 Volunteer Planning Board/ZBA Clerk Matthew Bourgoine 12/31/21 Volunteer Planning Board/ZBA Clerk Vacant \$12,50/hr. Voucher Recycling Attendant Chris Scollon \$14,20/hr. Voucher Recycling Attendant Patrick Murphy \$13,20/hr. Voucher Registrar of Vital Statistics — 4 yr. Sheila Duffy 12/31/21 \$400.00 Annual Supervisor 4 yr. Sheila Duffy 12/31/21 \$8,160.00 Monthly 6 Elected Tax Collector 4 y	Justice 4yr Elected	David Werth (Interim)	12/31/20	\$2,600.00	Quarterly	6
Office Rent Historian \$800.00 Annual Planning Board Chairman \$800.00 Annual Planning Board - 5 year term Michael Weber - Chairman 12/31/22 \$400.00 Annual Planning Board - 5 year term Michael Weber - Chairman 12/31/23 Volunteer Volunteer Linda Carney 12/31/24 Volunteer Volunteer Partick Board/ZBA Clerk Vacant 12/31/21 Volunteer Planning Board/ZBA Clerk Vacant \$12.50/hr. Voucher Recycling Attendant Chris Scollon \$14.20/hr. Voucher Recycling Attendant Beckie Johnson \$14.20/hr. Voucher Recycling Attendant Patrick Murphy \$13.20/hr. Voucher Registrar of Vital Statistics — 4 yr. Sheila Duffy 12/31/21 \$400.00 Annual Supervisor 4 yr. Sheila Duffy \$12/31/21 \$8,160.00 Monthly 6 Telected Tax Collector 4 yr. Sheila Duffy 12/31/21 \$2,700.00 Bi-weekly 6 Telected Traffic Safety - Co. 3yr Glenn Kreiley 12/31/21 Volunteer Voluntee	Livingston Co. Planning Board 3yr	Vacant	12/31/22	Volunteer		
Planning Board Chairman \$800.00 Annual	Mileage	Town Officials for Town Bu	siness	<mark>\$0.575/mi</mark>	Voucher	
Supervisor	Office Rent				Annual	
Planning Board - 5 year term		Planning Board Chairman			Annual	
Commons Comm		Supervisor		\$800.00	Annual	
Vacant 12/31/24 Volunteer	Planning Board - 5 year term				Annual	
Matthew Bourgoine 12/31/20 Volunteer	(5 members)					
Beckie Johnson 12/31/21 Volunteer						
Planning Board/ZBA ClerkVacant\$12.50/hr.VoucherRecycling AttendantChris Scollon\$14.20/hr.VoucherRecycling AttendantBeckie Johnson\$14.20/hr.\$13.20/hr.Recycling AttendantPatrick Murphy\$13.20/hr.VoucherRegistrar of Vital Statistics – 4 yr.Sheila Duffy\$12/31/21\$400.00AnnualSupervisor4 yr.Mark Schuster\$12/31/21\$8,160.00Monthly6ElectedTax Collector4 yr.Sheila Duffy\$12/31/21\$2,700.00Bi-weekly6Town Clerk4 yr.Sheila Duffy\$12/31/21\$13,665.00Bi-weekly6ElectedTraffic Safety - Co.3yrGlenn Kreiley\$12/31/21VolunteerTraffic Safety Alt Co.3yrWilliam Smith\$12/31/21VolunteerYouth Bureau RepresentativeAlise RounsvilleVolunteerZoning Board of Appeals -5 yr.Leo Marks\$12/31/21VolunteerZoning Board of Appeals -5 yr.Leo Marks\$12/31/22VolunteerVacant\$12/31/23VolunteerSamantha Gibson-Chairman\$12/31/24Volunteer			12/31/20			
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Samantha Gibson-Chairman 12/31/24 Volunteer						
Ted Scott 12/31/20 Volunteer						
			12/31/20			
CEO & Addressing Official Charles Cagle \$9,945.00 Monthly	CEO & Addressing Official	Charles Cagle		\$9,945.00	Monthly	

Continuing Committees: (Supervisor to be on all committees)

Buildings and Grounds - William Smith, Debra Halpenny, Glenn Kreiley
Finance Committee - Dan Maloney, Glenn Kreiley, Debra Halpenny
Highway Committee - Glenn Kreiley, Dan Maloney, William Smith
Special Projects - Debra Halpenny, William Smith, Dan Maloney

A motion was made by Bill Smith and seconded by Dan Maloney to accept the Appointments as read. All voted yes. Carried.

A motion was made by Bill Smith and seconded by Glenn Kreiley to use Five Star Bank, Dansville Branch Depository for: Joint General/Highway Checking and Savings Accounts, Town Clerk, Tax Collector, Trust & Agency, Justice and Special Accounts. All voted yes. Carried.

A motion was made by Glenn Kreiley and seconded by Dan Maloney to designate the Livingston County News as the Town's Official Newspaper. All voted yes. Carried.

A motion was made by Bill Smith and seconded by Dan Maloney to designate the second Tuesday each month at 7:00 PM at the Sparta Town Hall as the official meeting time and place. All voted yes. Carried.

Town Court will be held every first and third (if needed for arraignment) Thursday of each month at 2:00 PM at the Scottsburg Community Center.

Town Clerk Office Hours: Monday 9am-1pm: Thursday 5pm-8pm

and by appointment

Closed on Sundays and Holidays

Hours subject to change June through December

A motion was made by Bill Smith and seconded by Glenn Kreiley to authorize the Town Fiscal Officer to pay any bill without a voucher that has a discount prior to the Town Board Audit (example-utility bills). These bills will then be audited at the next regular town board meeting. All voted yes. Carried.

A motion was made by Dan Maloney and seconded by Glenn Kreiley to open the transfer station from 8 AM - 1 PM on Saturdays all year and on Wednesdays from the first Wednesday in June through the first Wednesday in September from 5 PM - 7PM. Closed holidays. All voted yes. Carried.

A motion was made by Dan Maloney and seconded by Bill Smith to make the normal workday for the Highway Department 8 hours, 5 days per week. The workday may be 10 hours, 4 days per week from April 15th to October 31st or dates to be designated at the discretion of the Highway Superintendent. All voted yes. Carried.

A motion was made by Glenn Kreiley and seconded by Bill Smith to adjourn the meeting. All voted yes. Carried.

Next regular meeting will be held January 14, 2020 at 7:00 PM.

TOWN CLERK

Sheila Duffy