

REGULAR MEETING
January 11, 2006

8:00 PM

TOWN HALL 46 COUNTY ROUTE 11
WEST MONROE, NY 13167

Present: Supervisor Ross; Councilors Michael Hickey, Timothy McCarthy and Debra Macdougal

Town Clerk Christine Shaw, Deputy Clerk Louise Herbert
Randall Shaw, Highway Superintendent
Code Enforcement Officer Gail Swistak
Town Justice John DeMong
Tug Hill Representative Paul Baxter
Legislator Arthur Gearsbeck
18 people in the audience

Supervisor Ross opened the meeting at 8:05 PM leading all present to pledge the flag.
Following the pledge Supervisor Ross welcomed newly elected Debra Macdougal.

Mr. Hickey moved to approve the minutes of the December town board meeting, Mr. McCarthy seconded the motion and the vote of the board was as follows: Ms. Mcdougal-abstained, Mr. Hickey-yes, Mr. McCarthy-yes and Supervisor Ross-yes.

Mr. McCarthy then moved to pay the bills as audited; Mr. Hickey seconded the motion with unanimous approval of all board members.

GENERAL FUND, abstract #1, vouchers #1 to #27 in the amount of \$7,788.54

HIGHWAY FUND, abstract #1, vouchers #1to #36 in the amount of \$33,912.92

BIG BAY SEWER FUND, abstract #1, vouchers #1 to #15 in the amount of \$9,477.84

Mr. Ross then turned the meeting over to Judge DeMong who swore in the newly elected Councilwoman Macdougal and Superintendent of Highways Randall Shaw.

Norma Jean Howard, Pinnacle Rd., asked if the town board was going to fill the vacant seat on the board left when Mr. Ross resigned as councilman to take his elected position as Town Supervisor. The board was not prepared to fill that vacancy at this meeting.

Mr. McCarthy moved to approve the following Resolution for the appointments and designations for 2006 as well as Pay Rates for 2006:

Deputy Supervisor	Timothy McCarthy
Bookkeeper	Kenneth Parrotte
Code Enforcement Officer	Gail Swistak
Sewer District Administrator	Randall Shaw
Justice Clerk #1	Sue DeMong
Justice Clerk #2	Frances Vollmer
Deputy Town Clerk	Louise Herbert
Registrar of Vital Records	Christine Shaw
Deputy Registrar of Vital Records	Louise Herbert
Historian	Lawrence Herbert
Dog Control Officer	Karen Ashley
Building Custodian	Lawrence Herbert
Assessors Clerk	Mary Lesnau
Planning Board Secretary	Diane Thompson
OLWAC Board representative	Paul Baxter
Board of Assessment Review (5 yr. Term)	Claude Miller

Designations:

Depository of Town Funds	Bank of America Pathfinder Bank
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Official Newspaper	Citizen Outlet, Oswego County Weeklies and the Syracuse Post Standard on an as needed basis
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Attorney for the Town

The firm of Ferrara, Fiorenza,
Larrison, Barrett and Reitz
as attorney for the town

PROCEDURES FOR 2006

Regular Board meetings will be held at 8:00PM at the Town Hall on the second Wednesday of each month.

Due to possible interest or penalty charges, insurance and utility bills will be paid prior to auditing when necessary.

Reasonable mileage compensation will be paid at \$.34 per mile to Town Officials traveling on ordinary Town Business while using their own vehicles. Mileage to be recorded with odometer readings starting at the Town Hall and ending at the Town Hall, with the purpose of each trip recorded.

Reading of the minutes of previous meetings to be dispensed with unless requested by a Town Board Member.

All fees for Subdivision and Commercial Site Plan Review are to be paid to the Town Clerk, and applications filed with the Town Clerk prior to review by the Planning Board, as is already specifically stated in the respective laws.

No purchases over \$500 without prior approval of the Town Board. Exceptions are: purchases required for maintaining proper operation of the Sewer District, and purchases required to operate and maintain Highway Department vehicles and equipment, and to carry out designated highway construction and maintenance projects for the year.

No employee, full-time or part-time, shall be hired until approval of the town Board has been obtained.

Town Clerk will make a roll call vote of the Board members for votes on all issues

There will be no smoking in the Town Hall or Court House.

Vouchers are to be submitted to the Town Clerk by the Friday prior to the first Board meeting of each month for auditing and payment with that months bills. This may be waived by the Town Clerk in special circumstances at her discretion.

Dog enumeration will be done in the summer of 2006 as required under the supervision of the dog control officer.

All Town employees paid monthly will be paid on the second payroll of each month that the BI-weekly employees are paid.

Copies of Town records to be charged at \$.25 per page unless authorized by the Town Board.

The following Town Officers will submit to the Town Board by the first meeting in March of 2003, an annual financial statement and any other financial records requested by the board for auditing by the Town Board:

Town Supervisor
Town Clerk
Town Justice

The board shall audit the books for accuracy and each board member shall then sign and date to indicate the audit has been conducted. Completion of the audit shall be reported at the next Board meeting.

The Historian is asked to submit, on an annual basis, a report of the year in review of things that affected the Town of West Monroe.

RATES for 2006

Clerk for Board of Assessment Review

\$7.50/hr.

Planning Board:	Chairman	\$65.00/mtg.
	Members	\$50.00/mtg.
	Recording Secretary	\$40.00/mtg.
	Extra clerical work	@ \$7.50/hr.
Youth Program:	Director	\$250.00/week
	Assistant	\$208.00/week
	Counselors	\$150.00/week
Custodian		\$7.50/hr.
Registrar of Vital Statistics		\$10.00/certified copies
Dog Enumeration		\$1.50/dog

Mr. Hickey seconded the motion. Supervisor Ross pointed out that there was a change for 2006 one of which is the Depository of Town Funds being Bank of American and Pathfinder Bank. The town board voted unanimously to approve the Resolution.

Mr. Ross explained that Oswego County has paid for the 2005 snow plowing and therefore the General Fund has received the monies from the Highway Fund as per the December board meeting.

Monthly reports and Remittances of Town Officials:

Supervisors Financial Report

Town Clerks December report along with a report of the past 4 years dog licenses issued, for the town board to use as a reference. Also submitted by the Town clerk is a copy of the 2006 Tax Warrant as well as the payments received as of this date.

Highway Superintendents report

Code Enforcement Officers report for December

CORRESPONDANCE:

Invitation to the 2006 SOVAC Installation Banquet

List of Correspondence is available

Paul Baxter reported that no date has been set for the next OLWAC however he is planning to attend when scheduled. Also Mr. Baxter reminded the board of the NORCOG meeting scheduled for 1/31/06 in Constantia.

Mr. Ross remarked that he hoped that the new PA system worked satisfactory for all those in attendance.

Meeting was adjourned at 8:23PM