

Organizational Meeting

Organization meeting of the Town Board of the Town of Sparta was held January 12, 2016 at 6:30 PM.

Members present: Supervisor Mark Schuster, Deputy Supervisor Glenn Kreiley, Council Mark Caldwell, Deb Halpenny and Bill Smith.

A motion was made by Deb Halpenny and seconded by Glenn Kreiley to accept the following appointments as read:

Appointments and Salary Schedules January 12th, 2016

TITLE		APPOINTMENT		ANNUAL SALARY	PAYMENT SCHEDULE	STANDARD HOURS/DAY
Assessor –	6 yr. term	Holley Smalt	9/30/19	\$10,149.00	Monthly	6
Assessment Review Board-	5 yr term	Kimberly VanDunk	9/30/18	Volunteer		
	(3 member)	Roy Bailey	9/30/19	Volunteer		
		Brian Cornbau	9/30/16	Volunteer		
Attorney for the Town –	2 yr. term	Louis Colella	12/31/16	\$2,500.00	Semi-annual	
Budget Services		Baldwin Business Services		\$500.00	Semi-annual	
Cemetery Caretaker		Robert Whiteman		\$1,300.00	Annual	
Central Data Processing (Payroll)		Baldwin Business Services		\$1,330.00	Monthly	
Comptroller		Baldwin Business Services		\$6,800.00	Semi-annual	
Councilman (4 member) –	4 yr. term	Elected		\$2,000.00/ea.	Monthly	6
Court Clerk		Sheila Duffy		\$3,600.00	Semi-Annual	6
Custodian		Sheila Duffy		\$750.00	Semi-annual	
Deputy Highway Superintendent		Ronald Schuster		\$1,000.00	Bi-weekly	
Deputy Registrar of Vital Statistics		Mark J Schuster		Volunteer		
Deputy Supervisor		Glenn Kreiley		\$500.00	Semi-annual	
Deputy Town Clerk		John Duffy		Volunteer		
Engineer for the Town		Fraser Engineering Services			Voucher	
Fair Housing Officer		Mark J. Schuster		Volunteer		
Highway Department Employees		Ronald Schuster		\$18.78/hr	Bi-weekly	8
		Seth Butler		\$17.03/hr	Bi-weekly	8
		Vacant			Bi-weekly	8
Highway Department –	Seasonal	Cody Schuster		\$10.00/hr	Bi-weekly	8
	Part Time			\$10.00/hr	Bi-weekly	8
Highway Superintendent	Elected	Kevin Robinson	12/31/16	\$52,500.00	Bi-weekly	8
Historian		Mary Jo Marks		\$550.00	Annual	
Junk Law Officer				\$2,500.00	Monthly	
Justice	Elected	Christopher Scollon	12/31/17	\$2,600.00	Quarterly	6
Livingston Co. Planning Board	3yr	Graham Frazer	12/31/16	Volunteer		
Mileage		Town Officials for Town Business		\$0.54/mi	Voucher	
Office Rent		Town Clerk		\$700.00	Quarterly	
		Historian		\$700.00	Quarterly	
		Planning Board Chairman		\$700.00	Quarterly	
		Supervisor		\$700.00	Quarterly	
Planning Board -	5 year term	Michael Weber – Chairman	12/31/17	\$400.00	Annual	
	(5 members)	Vacant	12/31/18	Volunteer		
		Graham B Frazer	12/31/19	Volunteer		
		Matthew Bourgoine	12/31/20	Volunteer		
		Beckie Johnson	12/31/16	Volunteer		
Planning Board/ZBA Clerk		Vacant		\$10.00/hr	Voucher	
Recycling Attendants		Chris & Michael Scollon		\$12.00/hr	Voucher	
Recycling Attendant		Patrick Murphy		\$10.00/hr	Voucher	
Registrar of Vital Statistics –	4 yr.	Sheila Duffy	12/31/17	\$150.00	Annual	
Supervisor	Elected	Mark Schuster	12/31/17	\$7,500.00	Monthly	6
Tax Collector	Elected	Sheila Duffy	12/31/17	\$2,500.00	Bi-weekly	6
Town Clerk	Elected	Sheila Duffy	12/31/17	\$11,250.00	Bi-weekly	6
Traffic Safety - Co.	3yr	Glenn Kreiley	12/31/18	Volunteer		
Traffic Safety Alt. – Co.	3yr	William Smith	12/31/18	Volunteer		
Website Administrator		Sheila Duffy		\$750.00	Semi-annual	
Youth Bureau Representative -	2yr	Alise Rounsville	8/30/16	Volunteer		
Zoning Board of Appeals -	5 yr	Bruce Fronk	12/31/16	Volunteer		
	(5 member)	Richard Fronk	12/31/18	Volunteer		
		Samantha Gibson-Chairman	12/31/19	Volunteer		
		Ted Scott	12/31/20	Volunteer		
CEO & Addressing Official		Shawn Grasby		\$8,323.00	Monthly	

Continuing Committees:

(Supervisor to be on all committees)

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

A motion was made by Deb Halpenny and seconded by Mark Caldwell 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 General, Highway, Town Clerk/Tax Collector, Trust & Agency, and Special Accounts. All voted yes. Carried.

A motion was made by Deb Halpenny and seconded by Mark Caldwell to designate the Livingston County News as the Town's Official Newspaper. All voted yes. Carried.

A motion was made by Deb Halpenny and seconded by Mark Caldwell 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 fourth Monday of each month at 2:00 PM at the Scottsburg Community Center.

Town Clerk Office Hours: Monday 9am-1pm: Tuesday and Thursday 5pm-8pm
and by appointment
Closed on Sundays and Holidays
Hours subject to change June, July and August

A motion was made by Deb Halpenny 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 Mark Caldwell and seconded by Deb Halpenny to open the transfer station from 8 AM - 1 PM on Saturdays all year and on Wednesdays from the first Wednesday in May through the first Wednesday in October from 4 PM - 7PM. Closed holidays. All voted yes. Carried.

A motion was made by Mark Caldwell and seconded by Deb Halpenny 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 12, 2015 at 7:00 PM.

TOWN CLERK
Sheila Duffy

.