

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:

TITLE	APPOINTMENT	ANNUAL SALARY	PAYMENT SCHEDULE	STANDARD HOURS/DAY
Accountant & Payroll	EFPR Solutions	\$11,230.00	Monthly	
Assessor – 6 yr. term	Holley Smalt 9/30/25	\$11,191.00	Monthly	6
Assessment Review Board- 5 yr. term	John L. Davis 9/30/21	Volunteer		
(3 member)	Roy Bailey 9/30/22	Volunteer		
	Brian Cornbau 9/30/20	Volunteer		
Attorney for the Town – 2 yr. term	Louis Colella 12/31/20	\$2,500.00	Semi-annual	
Cemetery Caretaker	Adam Fitzpatrick	\$2000.00	Monthly	
Councilman (4 member) – 4 yr. term	Elected	\$2,295.00/ea.	Monthly	6
Court Clerk	Sheila Duffy	\$3,600.00	Semi-Annual	6
Custodian	Sheila Duffy	\$765.00	Semi-annual	
Deputy Highway Superintendent	David Holbrook	\$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	David Holbrook	\$20.00/hr.	Bi-weekly	8
	Jeffery White	\$18.00/hr.	Bi-weekly	8
	Michael Kuhn	\$18.00/hr.	Bi-weekly	8
Highway Department Part Time		\$14.00/hr.	Bi-weekly	8
Part Time	Richard Paul	\$14.00/hr.	Bi-weekly	8
Highway Superintendent - 4yr Elected	Kevin Robinson 12/31/21	\$58,518.00	Bi-weekly	8
Historian	Mary Jo Marks	\$575.00	Annual	
Information Technology	Seth Graham		Voucher	
Junk Law Officer	Charles Cagle	\$2,805.00	Monthly	
Justice 4yr Elected	David Werth (Interim) 12/31/20	\$2,600.00	Quarterly	6
Livingston Co. Planning Board 3yr	Vacant 12/31/22	Volunteer		
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	
(5 members)	Linda Carney 12/31/23	Volunteer		
	Vacant 12/31/24	Volunteer		
	Matthew Bourgoine 12/31/20	Volunteer		
	Beckie Johnson 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.		
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.	Mark Schuster 12/31/21	\$8,160.00	Monthly	6
Elected				
Tax Collector 4 yr.	Sheila Duffy 12/31/21	\$2,700.00	Bi-weekly	6
Elected				
Town Clerk 4 yr.	Sheila Duffy 12/31/21	\$13,665.00	Bi-weekly	6
Elected				
Traffic Safety - Co. 3yr	Glenn Kreiley 12/31/21	Volunteer		
Traffic Safety Alt. – Co. 3yr	William Smith 12/31/21	Volunteer		
Youth Bureau Representative	Alise Rounsville	Volunteer		
Zoning Board of Appeals - 5 yr.	Leo Marks 12/31/21	Volunteer		
(5 member)	Edward Johnston 12/31/22			
	Vacant 12/31/23	Volunteer		
	Samantha Gibson-Chairman 12/31/24	Volunteer		
	Ted Scott 12/31/20	Volunteer		
CEO & Addressing Official	Charles Cagle	\$9,945.00	Monthly	

ALL VOTED YES. CARRIED.

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