**February 12, 2024 BERGEN TOWN BOARD REGULAR MEETING**

The Bergen Town Board convened in a regular session at 6:45 pm audit of the bills; convened in a regular session in the Town Hall with Supervisor Haywood presiding.

**PRESENT:**  **ALSO PRESENT:**

Supervisor Ernie Haywood Teresa Robinson, Town Clerk

Councilperson Belinda Grant Joel Pocock, Highway Superintendent 7;15 pm

Councilperson James Starowitz

Councilperson Karen Ely

Councilperson Mark Swanson

**ABSENT:**

**OTHER ATTENDENCE:**  Tom Zuber From MMB Group

**PRAYER**

**PRIVILEGE OF THE FLOOR:** Tom Zuber from MMB Group presented the outcomes of the single purpose audit for 2022 that was completed as required for receiving federal funding for Water Improvement Benefit Area #1.

**MINUTES**: *Councilperson Grant made a motion to approve the Town Board Minutes of 12/27/2023, Regular Meeting, and Organizational Meeting seconded by Councilperson Swanson*

Ayes: Haywood, Grant, Ely, Swanson

Nays: None

Abstained: Councilperson Starowitz

APPROVED by: Unanimous vote (4-0)

**COMMUNICATIONS:**

Supervisor Report for January 2024 – Not Available

Summary Spreadsheets for January 2024 – Not Available

Town Clerks Report for January 2024

ZEO/CEO Report for January 2024 – None this month

Mercy EMS report for January 2024

Travel request for Supervisor to attend Annual Meeting and Training for Associations of Towns – NYC – 2/17 – 2-20-2024

Annual checklist for Review of Justice Court Records for Justice Swapceinski and Justice Nenni and Resolution

Bergen Historian Annual Report for 2023

Annual Fiscal Report from the Supervisor – presented to the board and clerk on 1/13/2024

Gillam Grant Community Center – report of youth and aging services activities

Cornell Asset Management Program – Internship program

Request of Dave Mason for appointment to the planning board

Resolution to accept the 2024 Justice Court Checklist and completed review of records

Resolution to accept the bid for purchase of 2024 Ford F250 Super Cab Truck

Resolution to set hourly rate for administrative work for Deputy Superintendent Mike Johnson outside of duties as Deputy

Resolution to authorize Supervisor to sign the 2023/2024 Municipal Snow and Ice Agrrement with NYS

**BOARD MEMBERS’ ITEMS FOR THE AGENDA:**  Nothing to report

**REPORTS:**

SUPERVISOR: Working on Finalizing the Disaster Recovery Policy for the Town in regards to Cyber Security.

TOWN CLERK: Tax collection went well, once the bank accounts were setup and the online deposit was set up. Reached out to Stephen our website designer – would really like to have all of the forms needed on line and much more information on the website. Grant applications need to be completed for Record Management by March. Started working on them. Working on quotes with Bill for a new computer in the clerks’ office. Spectrum will be coming in the end of February to complete the new phone system. Triple O is coming in on Friday to make the repairs previously approved by the board. Reached out to Triple O on two different occasions for the new contract.

BOARD MEMBERS: Nothing to report

HIGHWAY: Highway Superintendent Pocock has appointed Mike Johnson as Highway Deputy Superintendent. Shared with the Board - Cornell Asset Management Program-Internship, New truck replacement, NYS-Snow and Ice Removal Contract. New sign for Drews Nature Center. Ruth Kruppner has resigned as the secretary to the Highway Dept. effective 2/12/2024.

Councilperson Grant made a motion to accept Ruth Kruppner’s resignation effective 2/12/2024; seconded by councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

TOWN CLERK’S REPORTS: Councilperson Grant made a motion to file the Town Clerk’s December 2023 Report, January Regular Meeting Report, and the Reorganization Report seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

SUPERVISOR’S ANNUAL FISCAL REPORT TO THE BOARD: The Supervisor presented to the Board members and the Town Clerk his Annual Fiscal Report for 2023, on 1/13/2024. Councilperson Starowitz made a motion to file the Supervisor’s Annual Fiscal Report to the Board for 2023. Seconded by Councilperson Grant*.*

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

**COMMITTEES**:

Building, Grounds, and facilities: Nothing to report

Parks: Joel is looking into alternative bathrooms at the park

Local History & Museum: Nothing to report

Policy & Personnel: Nothing to report

**OLD BUSINESS:**

**NEW** **BUSINESS:**

Resolution accepting the Annual Checklist of Justice Court Records and review of records.

Resolution to accept bid of purchase of Ford F250 Super Cab Truck from Genesee Valley Ford in the amount of $49,200.00.

Resolution to set hourly rate for administrative work for Deputy Superintendent Mike Johnson outside of duties as Deputy.

Resolution to authorize the Supervisor to execute the NYS Snow and Ice Removal Contract.

* Approval of the Travel Request for the Supervisor to attend the Association of Towns – Annual Meeting and Training in NYC 2/17/24 – 2/20/2024;

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

* Approval to contribute to Genesee Chamber of Commerce.

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

* Acceptance of the Audit presented by MMB

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

* Action to file the Town Clerk’s report for January 2024

Motion was made by Councilperson Grant Seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

* Action to file the Supervisor’s Report for January 2024 - Unavailable
* Acceptance of Dave Mason’s request as an alternate on the Planning Board

Motion was made by councilperson Grant; seconded by Councilperson Starowitz

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

* Approval to pay bills and authorizing the bookkeeper to transfer of funds necessary to the checking account to pay the bills.

The bills were presented for audit and totaled General A Fund $ 43,802.12; B $ 8,826.29; Highway DA $ 11,655.38; DB $ 52,195.01

Councilperson Grant made a motion to pay the February 2024 bills; seconded by Councilperson Starowitz.

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

**RESOULTION NO. 6-2024**

WHEREAS, The Town Board of the Town of Bergen engaged in the services of Local Government Support Services to perform the checklist review of the 2023 records of the Town Justices; and

WHEREAS, the review was completed on January 31,2024 and the Town Board of the Town of Bergen has had the opportunity to review the checklist and findings.

NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board of the Town of Bergen hereby accepts the 2024 Justice Court checklist review dated January 31, 2024 by Local Government Support Services.

Sec. 2. That the Records have been duly examined and that the fines therein collected have been turned over to the proper officials of the Town of Bergen as required by law.

Sec. 3. That the report will be filed with the NYS Office of Court Administration.

MOTION for adoption of this Resolution by: Councilperson Starowitz

Seconded by: Councilperson Grant

VOTE BY ROLL CALL AND RECORD

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood - Aye

**RESOULTION NO. 7-2024** Approve 2023/24 Municipal Snow and Ice Agreement

and Supplemental Agreement Number 3

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NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board hereby approves the 2023/2024 Municipal Snow and Ice Agreement and Supplemental Agreement Number 3.

Sec. 2. That the Supervisor id authorized to sign the Agreements.

MOTION for adoption of this Resolution by: Councilperson Ely

Seconded by: Councilperson Swanson

VOTE BY ROLL CALL AND RECORD

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood – Aye

Submitted – February 13, 2024

**RESOULTION NO. 8-2024**

WHEREAS, Highway Superintendent Joel Pocock has appointed Michael Johnson as Deputy Highway Superintendent; and

WHEREAS, Superintendent Pocock requests an hourly wage be paid to Deputy Johnson for administrative assistance outside of the duties of Deputy Highway Superintendent.

NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board approves an hourly rate of $21.32 for administrative work for Deputy Johnson outside of the duties of Deputy Highway Superintendent.

Sec. 2. That these additional wages will be paid from the A5010.13.

MOTION for adoption of this Resolution by: Councilperson Grant

Seconded by: Councilperson Starowitz

VOTE BY ROLL CALL AND RECORD

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood – Aye

Submitted – February 13, 2024

**RESOULTION NO. 9 -2024** Award Truck Purchase to Genesee Valley Ford

WHEREAS, the Highway Superintendent has secured three quotes for the purchase of a 2024 Ford F250 Super Cab:

Genesee Valley Ford $ 49,200.00

Van Bortel Ford 49,253.47

West Herr Ford 51,179.43; and

WHEREAS, the Highway Superintendent recommends the purchase be made from the low bidder Genesee Valley Ford.

NOW THEREFORE BE RESOLVED:

Sec. 1. That the Town Board of the Town of Bergen hereby awards the 2024 Ford F250 Super Cab truck bid to Genesee Valley Ford for the quoted price of $ 49,200.00.

MOTION for adoption of this Resolution by: Councilperson Starowitz

Seconded by: Councilperson Grant

VOTE BY ROLL CALL AND RECORD

Councilperson Ely - Aye

Councilperson Grant - Aye

Councilperson Starowitz - Aye

Councilperson Swanson - Aye

Supervisor Haywood – Aye

**REGULAR MEETING** – Town Board Meeting: Regular meeting of the board 3/13/2024 6:45 audit of the bills, regular meeting at 7:00 pm.

**ADJOURNMENT** Was at 8:49 pm on a motion made by councilperson Grant*;* seconded by councilperson Starowitz*;*

Ayes: Haywood, Grant, Starowitz, Ely, Swanson

Nays: None

APPROVED by: Unanimous vote (5-0)

Respectfully submitted

**Teresa Robinson**

Teresa Robinson, Town Clerk