

**TOWN OF CONKLIN AGENDA  
REGULAR TOWN BOARD MEETING  
DECEMBER 13, 2022**

- I. PLEDGE OF ALLEGIANCE
- II. APPROVAL OF MINUTES
  - A. Approval of November 7, 2022 Regular Town Board Meeting minutes
- III. PUBLIC COMMENTS
- IV. CORRESPONDENCE
- V. DEPARTMENT HEAD ACTION ITEMS
  - A. Code Officer
  - B. Highway Superintendent
  - C. Parks/Water/Sewer Team Leader
- VI. REPORT – SUPERVISOR’S OFFICE
  - A. Supervisor’s report on file in Town Clerk’s Office
- VII. OLD BUSINESS
  - A. Town Hall Repairs
  - B. ARPA Money Expenditures
  - C. Assessor Clerk/Supervisor’s Assistant Position
- VIII. NEW BUSINESS
  - A. Land Bank/House Demolition – Millburn Drive
  - B. Resolution of the Town Board of the Town of Conklin ratifying hiring of Jennifer Griffis to the position of Assessor Clerk/Supervisor’s Assistant effective December 13, 2022.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- C. Resolution of the Town Board of the Town of Conklin ratifying cell phone reimbursement for Cody Smith, retroactive for November and December 2022, at a rate of \$50.00 per month.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- D. Resolution of the Town Board of the Town of Conklin ratifying ACH payment in the amount of \$500.00 to Pitney Bowes for postage meter refill.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- E. Resolution of the Town Board of the Town of Conklin ratifying payment of the following Claims #22-01078 through #22-01115, which have been audited and approved for payment, in the total amount of \$22,083.48:

General	\$ 17,382.21
Highway	3,930.56
Water District	<u>770.71</u>
<b>Total</b>	<b>\$ 22,083.48</b>

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- F. Resolution of the Town Board of the Town of Conklin ratifying payment of the following Claims #22-01124 through #22—1195, which have been audited and approved for payment, in the total amount of \$347,995.91:

General	\$ 127,520.02
Highway	204,009.33
Light Districts	1,434.33
Sewer District #1	1,404.35
Water District	<u>13,627.88</u>
<b>Total</b>	<b>\$ 347,995.91</b>

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

G. Resolution of the Town Board of the Town of Conklin ratifying the transfer of fund balance, effective December 13, 2022, to use the Sullivan Park Restricted Asset.

1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

H. Resolution of the Town Board of the Town of Conklin ratifying modification to the 2022 Budget to use Restricted Cash for Sullivan Park expenses.

1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

I. Resolution of the Town Board of the Town of Conklin ratifying the transfer of fund balance, effective December 13, 2022, to use ARPA Funds.

1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

J. Resolution of the Town Board of the Town of Conklin ratifying modification to the 2022 Budget, effective December 13, 2022, to use ARPA Funds for Park Excavator Expense.

1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

K. Resolution of the Town Board of the Town of Conklin re-appointing Paul Deeley to the position of member of the Town Planning Board for a five-year term running from January 1, 2023, through December 31, 2027.

1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

L. Resolution of the Town Board of the Town of Conklin approving Griffiths Engineering as the Town Engineering Firm for the year 2023.

1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

M. Resolution of the Town Board of the Town of Conklin approving Coughlin & Gerhart, LLP, as the Town Legal Counsel for the year 2023.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- N. Resolution of the Town Board of the Town of Conklin authorizing the Supervisor to maintain a consolidated checking account at NBT Bank, as well as a consolidated checking and consolidated savings account at Peoples Security Bank and Trust for 2023.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- O. Resolution of the Town Board of the Town of Conklin authorizing Teresa Bamber and Mary Plonski to transfer funds online, as needed, with signed approval of the Supervisor, for 2023.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- P. Resolution of the Town Board of the Town of Conklin setting bi-weekly pay periods to run concurrently from Saturday through Friday in 2023, with pay stub and Direct Deposit to be distributed the following Wednesday after the end of the pay cycle.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- Q. Resolution of the Town Board of the Town of Conklin designating the **Country Courier** as the Official Newspaper of the Town and the **Press & Sun Bulletin** as additional newspaper for 2023, when determined necessary by the Town Board.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- R. Resolution of the Town Board of the Town of Conklin authorizing the Highway Superintendent to use Highway equipment in 2023 for the Water Districts, Sewer Districts, Fire Protection District, Soil Conservation District, and the Town Parks.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- S. Resolution of the Town Board of the Town of Conklin authorizing Town Board meetings to be held on the second and fourth Tuesdays of the month at 6:30 P.M.

and Work Sessions to be held on the second Tuesday of the month at 6:00 P.M. at the Town Hall in 2023.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- T. Resolution of the Town Board of the Town of Conklin approving payments for Community Center deposit refunds upon proper inspection for 2023, with post-rental inspections being performed by David Kilmer, Colin Casey, Cody Smith, and Sean Coddington, account code 688.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- U. Resolution of the Town Board of the Town of Conklin designating Teresa Bamber as the 2023 Health Care Pool Plan Administrator, and approving payments via ACH to recipients for eligible expenses.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- V. Resolution of the Town Board of the Town of Conklin authorizing a monthly cell phone reimbursement to be paid monthly via ACH to William Dumian, Jr., Charles Francisco, Dawn Shafer, Daniele Vick, David Kilmer, Colin Casey, Cody Smith, Teresa Bamber, Mary Plonski, and Elmer Murray in the amount of \$50.00 per month for 2023.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- W. Resolution of the Town Board of the Town of Conklin authorizing the advertisement of “Seasonal Limited Use Highways” for the entire length of Alta Road, the entire length of Lawrence Boulevard, and River Boulevard in the **Country Courier**.

1st \_\_\_\_\_ 2nd \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

- X. Resolution of the Town Board of the Town of Conklin approving the following Holiday Schedule for 2023:

Monday, January 2, 2023	New Year’s Day
Monday, January 16, 2023	Martin Luther King day

Monday, February 20, 2023	Presidents' Day
Friday, April 7, 2023	Good Friday
Monday, May 29, 2023	Memorial Day
Tuesday, July 4, 2023	Independence Day
Monday, September 4, 2023	Labor Day
Friday, November 10, 2023	Veterans Day
Thursday, November 23, 2023	Thanksgiving
Friday, November 24, 2023	Day after Thanksgiving
Monday, December 25, 2023	Christmas

1st \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_  
VOTE: JF \_\_\_ DB \_\_\_ BF \_\_\_ CF \_\_\_ BD \_\_\_

IX. PUBLIC COMMENTS