

FRIENDSHIP TOWN BOARD ORGANIZATIONAL MINUTES

JANUARY 6, 2025

7PM

Call to Order by Supervisor Hall.

Pledge of Allegiance.

Roll call: Supervisor Russell Hall-present

Councilperson -David Norton-present

Councilperson Carolyn Carney-absent

Councilperson Linda Mascho-present

Motion to appoint Kenneth Burdick to the fill the vacancy of the term of Steve Ritter(Councilman) That ends December 2025, offered by David Norton, seconded by Linda Mascho. All approve.
Councilperson-

Appointment the position of Town Deputy by the Supervisor- Linda Mascho

Appointment of Bookkeeper by Supervisor for the year 2025, Tiffany Benscoter.

Motion appointing the Town Clerk a Registrar of Vital Statistics. Fees go to Town Clerk, Payable by voucher, offered by Linda Mascho, seconded by Ken Burdick. All approve.

Motion Designating the Olean Times Herald as the Official Newspaper, offered by David Norton, seconded by Ken Burdick. All approve.

Motion designating Community Bank, NA as the Official Depositary, offered by Linda Mascho, seconded by Ken Burdick.

Motion setting the regular Town Board Meeting for the 3rd Wednesday of the month at 7:00pm at the Depot Street Meeting Room, offered by Ken Burdick, seconded by Linda Mascho. All approve.

NOTE: The Town Clerk has appointed Tiffany Benscoter as the Deputy Town Clerk/Registrar.

Motion Setting the rate of reimbursement for the use of private vehicles on Town Business at .70 cents per mile, with motion requiring all mileage reimbursement/vouchers to be turned in at the end of each month, offered by Dave Norton, seconded by Linda Mascho. All approve.

Motion appointing Patricia Schurr as Records Management Officer (RMO) for the Year 2025, offered by Ken Burdick, seconded by Linda Mascho. All approve..

Motion Designating David Pullen, as the Town Attorney , payable on a monthly basis, offered by Linda Mascho, seconded by Dave Norton. All approve.

Motion to advertise for fuel bids and open bids up February 19, 2025 at 6:50pm, offered by Dave Norton, seconded by Ken Burdick. All approve.

Motion to approve phone reimbursement for Oakley Sortore and Michael Bidwell, Patricia Schurr at \$50.00 ea./per month, offered by Ken Burdick, seconded by Linda Mascho. All approve.

Motion to approve the continuation of the multi-town Assessor Agreement with the Town of Wellsville and the 2025 contract to be paid in the amount of \$16,954.00, offered by Linda Mascho, seconded by Ken Burdick.

Motion to appoint Rich Wenslow as Building Inspector/Code Enforcement Officer at \$11,557.00 per year payable bi-weekly, offered by Ken Burdick, seconded by Dave Norton. All approve.

Motion Appointing Mark Voorheis as Town Historian for 2025 at an annual expense of \$825.00, offered by Linda Mascho, seconded by Dave Norton. All approve.

Motion to accept the salary at \$15,005.00 per year, payable bi-weekly for David Szucs for Town Justice, offered by Ken Burdick, seconded by Linda Mascho. All approve.

Motion to appoint Kristina Carney as Court Clerk for Justice Szucs for the year 2025, offered by Dave Norton, seconded by Linda Mascho. All approve.

Motion to appoint Linda Mascho for the position of the fair Housing Officer for 2025, offered by Ken Burdick, seconded by Dave Norton. All approve.

Motion to grant \$500.00 to the Friendship American Legion for Memorial Services, offered by Ken Burdick, seconded by Dave Norton. All approve.

RESOLUTION 1-2025

It is hereby Resolved that Russell Hall, Supervisor of the Town of Friendship is hereby designated as having the powers and duties of Administration including transfer of monies within each fund. Transfer of monies between funds will still need to be approve by the Town Board, offered by Dave Norton, seconded by Linda Mascho. All approve.

RESOLUTION 2-2025

It is hereby resolved that the Board of Police Commissioners is All Town Board Members, offered by Ken Burdick, seconded by Linda Mascho. All approve.

Motion to table the appointment for dog control officer, officer by Dave Norton, seconded by Ken Burdick. All approve.

Motion setting the salary of the Highway Superintendent at an annual salary of \$55,167.00 plus \$5,000.00 County Shared Services to maintain roads, payable bi-weekly, as well as \$50.00 reimbursement for the Town share mobile phone, offered by Linda Mascho, seconded by Dave Norton. All approve.

Motion setting the salaries of Elected Officials and other personnel as follows:

Supervisor: \$5,847.00/year payable quarterly
Town Clerk/Tax Collector: \$20,606.00/year payable bi-weekly
Office Manager:1,765.00/year payable bi-weekly
Deputy Town Clerk: 21.17/hr. payable bi-weekly
Councilpersons(4)-2703. Ea. year payable quarterly
Court Clerk(max 20 hrs. wk)- 20.40/hr payable bi-weekly
Officer in Charge-12,240 Year/payable bi-weekly
Part Time Police Officers- 25.50/hr. payable bi-weekly(also to be paid time and a half on holidays worked)
Officer Frank Schostick- 27.03 payable/hr. payable bi-weekly
Bookkeeper(25 hrs week)- 21.17/hr. payable bi-weekly
Part time refuse truck drivers-19.38/hr. payable bi-weekly
Part time refuse workers-17.85/hr. payable bi-weekly
Motion to approve the above salaries, offered by Dave Norton, seconded by Linda Mascho. All approve.

Motion appointing Lisa Szucs ,Nathan Frutiger, Karl Kruger as the Board of Assessment Review to be paid \$100.00, offered by Dave Norton, seconded by Linda Mascho. All approve.

*Motion to table the Highway Superintendent's appointment for Deputy.

Authorization for Petty Cash
100.00 to Town Clerk for general purposes
25.00 to Water Clerk for change fund
25.00 to Sewer Clerk for change fund
50.00 to Justice Department for Petty Cash fund
Offered by Davae Norton, seconded by Ken Burdick. All approve.

Supervisor Russell Hall appointed the following to Designated Committees:

Audit:Full Board
Highway:Full board
Water/Sewer/Sidewalks/Storm Drains: Russ Hall & Ken Burdick
Public Safety/Justice Courts/Fire/Ambulance: Russ Hall & Ken Burdick
Code Enforcement/ Carolyn Carney & Dave Norton

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Bldg. permits-Carolyn Carney, Linda Mascho
Building/Grounds/Parks: Carolyn Carney, Linda Mascho.
Personnel Contract Negotiations-Linda Mascho, Carolyn Carney.
Refuse: Dave Norton, Linda Mascho
Water Shut off Review-Full Board
Main Street grant committee-Ed Yaggar, Ashly, Linda, Dave.
NOTE: The Supervisor is a member of all committees. In those cases where more than one person is on a committee, the first name listed shall be the chairman of the committee.

WATER/SEWER

Motion to approve \$ 61,909.00 and an additional 3,500.00 for ACUC, for the annual salary for Oakley Sortore to be paid bi-weekly and split up between departments:

- sidewalks
- Buildings
- Parks
- Refuse
- Storm drains
- Water
- Sewer

Motion to appoint Wesley Sortore_as Deputy Supervisor of the Water District for 2025.
Offered by Li da Mascho, seconded by Ken Burdick. All approve.

Motion that Patricia Schurr be appointed Water District usage Collector at an annual salary of \$7,399.00, offered by Linda Mascho, seconded by Dave Norton.

RESOLUTION 3-2025

It is hereby resolved that Russell Hall, Supervisor of the Town of Friendship is hereby designated as having the powers and duties of administration, including transfers of monies within various water fund accounts. Transfer of monies between account will still need to be approved by the Board, offered by Ken Burdick, seconded by Linda Mascho.

Russell Hall appointed Wesley Sortore, Deputy Supervisor of the Sewer Districts for 2025.

Motion that Patricia Schurr be appointed Sewer Districts Usage Collector at an annual salary of \$7,399.00 per year, payable bi-weekly, offered by Dave Norton, seconded by Ken Burdick. All approve.

RESOLUTION 4-2025

It is hereby resolved that Russell Hall, Supervisor of the Town of Friendship is hereby designated as having the powers and duties of administration, including transfer of monies within various Sewer fund accounts. Transfer of monies between accounts will still need to be approved by the Town Board, offered by Dave Norton, seconded by Dave Norton. All approve.

Motion to appoint Linda Mascho as Association of Towns Delegate, offered by Ken Burdick, seconded by Dave Norton. All approve.

Motion to approve Table the Friendship Town Historian's 2024 Report approval, offered by Linda Mascho, seconded by Ken Burdick.

7:40 Motion to adjourn offered by Ken Burdick, seconded by Dave Norton.

Respectfully submitted,

Patricia Schurr
Town Clerk

TOWN OF FRIENDSHIP MEETING MINUTES

JANUARY 15, 2025

7:00PM

Supervisor Hall calls Meeting to order.

Pledge of allegiance.

Roll call:

Supervisor Russell Hall-present

Councilman: Carolyn Carney-present

Councilman: Linda Mascho-present

Councilman-Ken Burdick-present

Councilman-Dave Norton-present

Also present: Patricia Schurr-Town Clerk
Attorney Pullen- presented late.

Assemblage:Wesley Sortore, George Ritter, Evan Rinko, Jim Monheim, Oakley Sortore, BJ Howe,
Mark Voorheis

Motion to approve the Minutes from December 18, 2024, offered by Carolyn Carney, seconded by Linda Mascho. All approve.

Motion to approve the Minutes from the Organizational meeting from January 6, 2025, offered by Kenneth Burdick, seconded by Linda Masho. All approve.

Motion to approve the Supervisor’s report for December 2024, offered by Linda Mascho, seconded by Carolyn Carney. All approve.

Motion to approve the Audited bills for December 2024 in the amount of \$101,362.45, offered by David Norton, seconded by Linda Mascho. Roll call: Carolyn Carney-aye, Linda Mascho-aye, Klen Burdick-aye, David Norton-aye, Russell Hall-aye.

SUPERVISOR’S CONCERNS:

A Thank you to all Firefighters, 1st responders, Water/Dept. Town workers, and volunteers
That assisted with the Fire and families from the Depot Fire.

PUBLIC CONCERNS:

Wesley Sortore – Thanked the Board for working on the Union negotiations.

RESOLUTION 5 of 2025

Title: RESOLUTION APPROVING THE MUTUAL AID AGREEMENT
BETWEEN THE MUNICIPALITIES OF ALLEGANY COUNTY, NEW YORK.

Offered by Allegany County town Highway Superintendents Association

Whereas, the Town Board of the Town of Friendship hereby

Agrees to allow George Ritter, or his designee to extend Mutual Aid assistance to another participating municipality within the County of Allegany when requested to do so by such municipality in time of abnormal snow or work conditions. This agreement is subject to the conditions listed in the written agreement.

Offered by: Linda Mascho, seconded by Kenneth Burdick.

Carolyn Carney-aye

Linda Mascho-aye

David Norton-aye

Kenneth Burdick-aye

Russell Hall-aye

RESOLUTION 6 of 2025

Title: RESOLUTION APPROVING THE MUTUAL AID AGREEMENT
BETWEEN THE MUNICIPALITIES OF ALLEGANY COUNTY, NEW YORK.

Offered by Allegany County town Highway Superintendents Association

Whereas, the Town Board of the Town of Friendship hereby

Agrees to allow Oakley Sortore, or his designee to extend Mutual Aid assistance to another

participating municipality within the County of Allegany when requested to do so by such municipality in time of abnormal snow or work conditions. This agreement is subject to the conditions listed in the written agreement.

Offered by Kenneth Burdick, seconded by Carolyn Carney.

Carolyn Carney-aye

Linda Mascho-aye

David Norton-aye

Kenneth Burdick-aye

Russell Hall-aye

Highway Superintendent appoints Dell Baker as the Deputy Highway Superintendent for 2025.

Water/Sewer-Public Works- Oakley Sortore

RCAP-Community Service Agreement-

(Catherine Reese of RCAP has done a lot of work for the Town of Friendship, she has been very helpful with our Grants)

RCAP Community Service Agreement(CSA)-(to help with Sewer Grant and project)-

Motion to approve the supervisor to sign the agreement for Catherine Reese(@ N/C) to assist with the Waste Water project, offered by Linda Mascho, seconded by Kenneth Burdick. All approve.

INFORMATION

The Town of Friendship established a proper basis to demonstrate that it has met one to More of the cost share waiver criteria, as identified in the Guidance, and because the EPA substantiated the Town of Friendship's claim through verification of supporting documentation, the Town of Friendship is hereby granted a waiver from the Community Grants Programs Cost Share requirement for the FY 2024 \$500,000 appropriation for a Water System Improvements Project.

Information-Water Quality Improvement Project award

Friendship Sanitary Sewer System Improvements Project

The Friendship Sanitary Sewer System Improvements Project has been selected to receive up to \$6,821,155 through the WQIP (Water Quality Improvement project).

Motion to approve sewer credit for a late pool fill on acct.#2740 for 13,528 gallons for a credit to sewer o/m of \$97.40, offered by David Norton, seconded by Kenneth Burdick. Roll call vote: Carolyn Carney-aye, Linda Mascho-aye, Kenneth Burdick-aye, David Norton-aye, Russell Hall-aye.

Motion to approve a credit on sewer for 29 Depot #2910 in the amount of 9,000 gals/ \$64.80 credit to sewer offered by David Norton, seconded by Kenneth Burdick. Roll call vote: Carolyn Carney-aye, Linda Mascho-aye, Kenneth Burdick-aye, David Norton-aye, Russell Hall-aye.

Motion to approve the Town Historian's Report for 2024, offered by David Norton seconded by Linda Mascho. All approve.

*** Tabled from December's meeting....Code of ethics Local Law that was tabled in December's Meeting d/t not enough Board members.

Motion to not go through with updated Code of Ethics Law at this time, not using USDA, which was requiring this, offered by Dave Norton, Seconded by Kenneth Burdick. All approve.

Motion to approve to for the Town's (EFPR) Accounting firm to Audit the Justice court for the Calendar year 2024 as requested by the Court, offered by David Norton, seconded by Kenneth Burdick.

DEPARTMENT REPORTS

TOWN CLERK ANNUAL REPORT FOR 2024

TOWN CLERK REPORT FOR DECEMBER 2024

HIGHWAY REPORT FOR DECEMBER 2024

WATER REPORT

TOWN JUSTICE REPORT

POLICE REPORT

7:29 Motion to go into executive session to discuss Union Negotiations(Wesley Sortore invited into session), offered by Carolyn Carney, seconded by Linda Mascho.

8:00 Motion to go out of executive session back into regular session, offered by Linda Mascho, seconded by Carolyn Carney.

8:05 Motion to adjourn offered by Linda Mascho, seconded by David Norton.

Respectfully submitted,
Patricia Schurr, Town Clerk