

RUSH TOWN BOARD
2013 Organizational Meeting
January 9, 2013

The Organizational Meeting of the Rush Town Board was called to order by Supervisor Richard Anderson at 7:00 PM on January 9, 2013, at the Rush Town Offices, 5977 East Henrietta Road, Rush, New York, followed by the Pledge of Allegiance to the Flag.

PRESENT: William Riepe, Councilman, Deputy Town Supervisor
Kathryn Steiner, Councilwoman
Daniel Woolaver, Councilman
Cathleen Frank, Councilwoman
Richard Anderson, Supervisor
Pamela Bucci, Town Clerk

OTHERS: Mark David, Highway Superintendent
Ansgar Schmid, Resident

RESOLUTION #1-2013

Councilwoman Steiner, BE IT RESOLVED, that the Town Board acknowledges and approves the reappointment of the following persons to the offices and part-time positions specified for the year beginning January 1, 2013 and ending December 31, 2013. Supervisor Anderson seconded the motion.

Assessor's Office:

Assessor's Clerk: Colleen Statskey

Buildings Department and Code Enforcement Offices:

Building Code Compliance Officer: Gerald Kusse

Coordinator of Emergency Preparedness: Richard Tracy

Fire Marshal and Assistant Building

Code Compliance Officer: Richard Tracy

Maintenance: Richard Schneider

Maintenance: Cecil Palmer

Maintenance: William Chase

Dog Control Office:

Dog Control Officer: Michael Czora

Emergency Dog Control Officer: William Chase

Rush Town Board
Organizational Minutes
January 9, 2013

Recreation Office:

Recreation Supervisor: Patricia Stephens

Supervisor's Office:

Secretary to Supervisor: Valerie Mertsock

Town Historian Office:

Town Historian: Marjorie Kirch

Roll:

Councilman Riepe	aye	
Councilwoman Steiner	aye	
Councilman Woolaver	aye	
Councilwoman Frank	aye	
Supervisor Anderson	aye	carried.

RESOLUTION #2-2013

Councilwoman Steiner moved, BE IT RESOLVED, that that Town Board acknowledges and approves the Supervisor's reappointment of Donald Reynolds as part-time Budget Officer for the year 2013 pursuant to Section 103(2) of Town Law and as part-time Director of Finance for the year 2013. Supervisor Anderson seconded to the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #3-2013

Councilwoman Steiner moved, BE IT RESOLVED, that the Town Board acknowledges and approves the Town Clerk's reappointment of Meribeth Palmer as full-time Deputy Town Clerk for the year beginning January 1, 2013 and ending December 31, 2013. Supervisor Anderson seconded to the motion.

Roll:

RESOLUTION# 4-2013

Councilwoman Steiner moved, BE IT RESOLVED, that the Town Board acknowledges and approves the Justices reappointments of the following person(s) to the offices and part-time positions specified for the year beginning January 1, 2013 and ending December 31, 2013. Supervisor Anderson seconded to the motion.

Clerk to Town Justice:	Stephanie Anderson
Clerk to Town Justice:	Sally Newell
Clerk IV:	Vacant
Court Attendant:	Charles Book
Court Attendant:	Raymond Pipitone

RESOLUTION #5-2013

Councilwoman Steiner moved, BE IT RESOLVED, that the Town Board acknowledges and approves Highway Superintendent Mark David's reappointment of David J. Kyle, Deputy Highway Superintendent for the year beginning January 1, 2013 and ending December 31, 2013. Supervisor Anderson seconded to the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #6-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Board acknowledges that Town Clerk/Collector Pamela Bucci has been appointed as *Records Management Officer* pursuant to Section 57.19 of the Cultural Affairs Law which requires the *Records Management Officer* to establish a program for the proper maintenance of all Town Records. Councilman Woolaver seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #7-2013

Councilman Frank moved, BE IT RESOLVED, that Town Clerk Pamela Bucci shall be appointed as Registrar of Vital Statistics for 2013. Councilman Woolaver seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #8-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Board acknowledges and approves the reappointment the following persons to the positions specified for a five-year term beginning January 1, 2013 and ending December 31, 2017. Councilman Woolaver seconded the motion.

Planning Board: John Felsen
Zoning Board: Kelly Pruden
Conservation Board: Julia Lederman

Roll:

Councilman Riepe	aye	
Councilwoman Steiner	aye	
Councilman Woolaver	aye	
Councilwoman Frank	aye	
Supervisor Anderson	aye	carried.

RESOLUTION #9-2013

Councilwoman Frank moved, BE IT RESOLVED, that the following persons be reappointed as Chairpersons to the following boards commencing January 1, 2013 and ending December 31, 2013. Councilman Woolaver seconded the motion.

Planning Board: John Felsen
Zoning Board of Appeals: Donald Van Lare
Conservation Board: Dave Watson
Board of Assessment Review: Karen Hopkins

Roll:

Councilman Riepe	aye	
Councilwoman Steiner	aye	
Councilman Woolaver	aye	
Councilwoman Frank	aye	
Supervisor Anderson	aye	carried

RESOLUTION #10-2013

Councilwoman Frank moved, BE IT RESOLVED, that the following persons be reappointed as Deputy Chairpersons to serve when the Board Chairman is not available for the year 2013. Councilman Woolaver seconded the motion.

Planning Board: John Morelli
Zoning Board of Appeals: Robert Weiler
Conservation Board: To be determined

Board of Assessment Review: To be determined

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried

RESOLUTION #11-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Clerk notify by letter all persons regarding their new appointments and terms of office and keep updated records as acted upon at the meeting of the Town Board, inform appointees of their need to take an oath of office, where applicable, furnish a Code of Ethics to the new appointees and file such appointments as required by law. Councilman Woolaver seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #12-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Clerk files a listing of all Town elected officials and offices with the address, date of appointment and expiration date of terms, within twenty (20) days of the appointment with the County Clerk's office and by the tenth of January with the New York State Department of Audit and Control. Councilman Woolaver seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #13-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Board acknowledges and approves the appointment of the following volunteer Library Board of Trustees members for five-year terms as specified. Councilman Woolaver seconded the motion.

Rush Town Board
Organizational Minutes
January 9, 2013

<i>Terry Shearn, Member:</i>	<i>term ending 12/31/2015</i>
<i>Julia Lederman, Member:</i>	<i>term ending 12/31/2013</i>
<i>Letty Laskowski, Vice-Pres.:</i>	<i>term ending 12/31/2013</i>
<i>Rob Lewkowicz, President:</i>	<i>term ending 12/31/2014</i>
<i>James Richards, Member:</i>	<i>term ending 12/31/2015</i>
<i>Chris Giordano, Treasurer:</i>	<i>term ending 12/31/2015</i>
<i>Jack Mould, Secretary:</i>	<i>term ending 12/31/2014</i>

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #14-2013

Councilwoman Frank move, BE IT RESOLVED, that the Town Board acknowledges and approve Assessor's Grievance Day for 2013 to be held Tuesday, May 28, 2013. Councilman Woolaver seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #15-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Board acknowledges and approves the Rush Beautification Committee and that the members of the committee are working in a voluntary capacity. Councilman Woolaver seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #16-2013

Councilman Riepe moved, BE IT RESOLVED, that CHA, 16 Main Street, Powers Building, Rochester, New York shall be appointed as engineers for the Town. Councilwoman Steiner seconded the motion.

Rush Town Board
Organizational Minutes
January 9, 2013

Roll: Councilman Riepe aye
Councilwoman Steiner aye
Councilman Woolaver aye
Councilwoman Frank aye
Supervisor Anderson aye carried.

RESOLUTION #17-2013

Councilman Riepe authorizes Supervisor Anderson to enter into a municipal consultant agreement with the engineering firm CHA for the year 2013. Councilwoman Steiner seconded the motion.

Roll: Councilman Riepe aye
Councilwoman Steiner aye
Councilman Woolaver aye
Councilwoman Frank aye
Supervisor Anderson aye carried.

RESOLUTION #18-2013

Councilman Riepe moved, BE IT RESOLVED, that the Town Board does hereby retain Harris Beach PLLC, 99 Garnsey Road, Pittsford, New York, as attorneys for the Town of Rush, commencing January 1, 2013 until December 31, 2014 for a retainer fee of \$46,000.00 excluding litigation which, when authorized, will be billed at an hourly rate. Councilwoman Steiner seconded the motion.

Roll: Councilman Riepe aye
Councilwoman Steiner aye
Councilman Woolaver aye
Councilwoman Frank aye
Supervisor Anderson aye carried.

RESOLUTION #19-2013

Councilman Riepe moved, BE IT RESOLVED, that the amount of reimbursement for expenses incurred by the employees having medical coverage with the Town of Rush under the Flexible Spending Agreement be set at \$850.00 for the year 2013. Full-time employees not covered by the Town insurance will receive \$1,300. Contributions made by elected officials and employees, rated ½ time or greater, for their flexible spending accounts are limited to a maximum of \$5,000.00 for dependent care and \$2,500.00 for health care for the year 2013. Councilwoman Steiner seconded the motion.

Roll: Councilman Riepe aye
Councilwoman Steiner aye
Councilman Woolaver aye
Councilwoman Frank aye
Supervisor Anderson aye carried.

RESOLUTION #20-2013

Councilman Riepe moved, BE IT RESOLVED, that the Payroll Schedule for 2013 is as follows:

Twenty-six (26) bi-weekly pay periods with payment every other Thursday for all employees with the exception of quarterly payments starting March 31, 2013, for:

Town Historian, Town Board Councilpersons and members of the Zoning Board, Planning Board and Conservation Board and the exception of a single payment commencing Tuesday, May 28, 2013, for the Board of Assessment Review. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #21-2013

Councilman Riepe moved, BE IT RESOLVED, that the regular meetings of the Rush Town Board shall be held on the second and fourth Wednesdays of each month with the exception of December (2nd Wednesday and 5th Monday). Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #22-2013

Councilman Riepe moved, BE IT RESOLVED, that pursuant to Section 64 (11) of the Town Law, the Town Board hereby designates the Sentinel and the Henrietta Post as the official newspapers of the Town. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #23-2013

Councilman Riepe moved, BE IT RESOLVED, that since there is no newspaper published exclusively for the Town, a bi-monthly newsletter will be published and distributed town-wide by the Supervisor's office. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #24-2013

Councilman Riepe moved, BE IT RESOLVED, that each newly appointed member of the Zoning Board of Appeals and Planning Board be required by Town Law §§267 and 271 to attend a complete planning and or zoning training program, which is usually held October through December and require attendance of four (4) hours of training per year and that any training in excess may be carried over into the succeeding years. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #25-2013

Councilman Riepe moved, BE IT RESOLVED, that each current member of the Zoning Board of Appeals and Planning Board shall be required to attend the mandatory training required by the New York State Law annually. Certification of attendance at the required training is to be presented to the Town Clerk by the end of the calendar year. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #26-2013

Councilman Woolaver moved, BE IT RESOLVED, that the Town Board recognizes the existence of the Farmland Advisory Committee as established by the Town Board as an advisory committee for balance in preservation and/or development of land within the Town. The Town Board also acknowledges the members of this

Rush Town Board
Organizational Minutes
January 9, 2013

committee are working in a voluntary capacity. Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #27-2013

Councilman Woolaver moved, BE IT RESOLVED, that vouchers for claims be submitted to the Town Clerk's office by noon on the Friday prior to the second and fourth Wednesday of each month and that an Abstract of Claims be submitted to the Supervisor and available for the Town Board's review by Tuesday preceding the next regularly scheduled Town Board meeting and that vouchers shall not be accepted for payment without prior department head approval. Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #28-2013

Councilman Woolaver moved, BE IT RESOLVED, that the just and reasonable expenses incurred by the town officials in attending Monroe County Association luncheon meetings will be an acceptable town charge and will be reimbursed. Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #29-2013

Councilman Woolaver moved, BE IT RESOLVED, that the membership in the Association of Towns of the State of New York and payment of membership dues for 2013 in the amount of \$1,000.00 is hereby authorized. Supervisor Anderson seconded the motion.

Roll:

RESOLUTION #30-2013

Councilman Woolaver moved BE IT RESOLVED that the Town Board deems the membership of municipal officials in associations of municipal officials and paying dues thereof as actual and necessary expenses and the Board has determined that the membership would be beneficial to the officials in the performance of their municipal functions and make such membership a duty of their office. Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #31-2013

Councilman Woolaver, BE IT RESOLVED, that the Supervisor Anderson, as Chief Fiscal Officer, is hereby authorized to invest funds of the Town which are not required for immediate expenditures as provided by Section 11 of the General Municipal Law during the year 2013. Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION 32-2013

Councilman Woolaver moved, BE IT RESOLVED, that with the prior approval by the Town Board, elected officials and others who attend the Association of Towns meeting, may be reimbursed for actual expenses to the limit of the per diem charges as determined by the State of New York and the IRS schedule. Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #33-2013

Councilman Woolaver moved, BE IT RESOLVED, that the Town contract to lease space at Suburban Animal Hospital for the three-day legally required holding period for stray dogs from the town. Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
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Rush Town Board
 Organizational Minutes
 January 9, 2013

Councilwoman Steiner	aye	
Councilman Woolaver	aye	
Councilwoman Frank	aye	
Supervisor Anderson	aye	carried.

RESOLUTION #34-2013

Councilman Woolaver moved, BE IT RESOLVED, that petty cash funds be continued and established as follows for 2013:

Librarian	\$160.00	Recreation Supervisor	\$150.00
Town Clerk – Checking	\$100.00	Town Clerk – Drawer	\$100.00
Town Historian	\$25.00	Town Justice (each)	\$50.00
Supervisor	\$50.00		

Supervisor Anderson seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #35-2013

Councilman Woolaver moved BE IT RESOLVED, that credit cards be established for town business use only for departments listed and approved at the August 12, 2009, Town Board meeting. Supervisor Anderson seconded the motion.

Supervisor	\$9,000
Town Clerk	\$2,500
Highway Superintendent	\$2,500
Library Director	\$1,000
Recreation Supervisor	\$1,000
Recreation Leader	\$1,000
Building Maintenance	\$1,000

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #36-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town of Rush may accept Monroe County and New York State and School District coalition bid proposals for materials used in the Highway Department. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #37-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Board acknowledges the necessity for annual maintenance and upkeep of the buildings and equipment for the health and safety of employees and the public and expresses its approval for the Supervisor to contract for the annual cleaning of the septic system, windows, furnace, gutters, etc. and also any emergency repairs/replacements that may arise. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #38-2013

Councilwoman Frank moved, BE IT RESOLVED, that the Town Board of Rush, New York, County of Monroe, has consented to the temporary assignment of its justices to preside in other Town Courts in the Seventh Judicial District as the need arises during the year 2013 and approves the temporary assignment of judges from other Town Courts in the Seventh Judicial District to this Court as the need arises during the year 2013. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #39-2013

Councilwoman Frank moved, BE IT RESOLVED, that pursuant to Town Law Section 42, the Town Board establishes the office of Deputy Supervisor and that the Town Board acknowledges and expresses its approval of the Supervisor's intention to name

William Riepe, as Deputy Supervisor for the year 2013 with the right to carry out the duties of the Town that might need attention during the absence of the Supervisor. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #40-2013

Councilwoman Frank moved, BE IT RESOLVED, that pursuant to Section 64(1) of the Town Law, the Town Board hereby designates JP Morgan Chase Bank, N.A. as the depositories for the Town funds of all its offices and departments and withdrawn upon check, draft, note or written order of the Town of Rush, signed by Supervisor Richard Anderson or Deputy Supervisor William Riepe, and also that the bank is hereby authorized to pay such checks, drafts, notes or written orders and to receive same for credit to the account of the payee, or in payment of the individual indebtedness of the payee, or any other holder when so signed, without injury as to the circumstances of their issue or the disposition of their proceeds, whether drawn to the individual order of or tendered in payment of the individual obligation of any of the above persons or of any officer or employee of the Town; and also, that the Supervisor and the Town Clerk are hereby authorized to certify to the Bank a copy of this resolution. The bank may rely and act upon such certification of any changes therein. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #41-2013

Councilwoman Frank moved, BE IT RESOLVED, that the authorized mileage reimbursement be set at \$.565 per mile as set by the 2013 United States Government Internal Revenue Service optional standard mileage rate. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #42-2013

Councilman Frank moved, BE IT RESOLVED, that the monies in the amount of \$200.00 per person will be allowed for the purchase of work shoes, work coats and work jackets for the Highway Department and these items will be maintained by the employee at their own expense. Councilwoman Steiner seconded the motion.
Roll:

RESOLUTION #43-2013

Councilwoman Frank moved, BE IT RESOLVED, that the following liaisons be maintained for establishing communications between the Town Board as follows:

Conservation Board: Kathryn Steiner Planning Board: William Riepe
Fire Commissioners: William Riepe Recreation Department: Richard Anderson
Library Board of Trustees: Cathleen Frank Zoning Board of Appeals: Daniel Woolaver

Councilwoman Steiner seconded the motion.

Roll: Councilman Riepe aye
 Councilwoman Steiner aye
 Councilman Woolaver aye
 Councilwoman Frank aye
 Supervisor Anderson aye carried.

RESOLUTION #44-2013

Councilman Riepe moved, BE IT RESOLVED, that the Town Board sets the following fee schedule for the year 2013:

	<u>FEE</u>
1. Zoning Board of Appeals:	
a) Appeals for area variance	\$100.00
b) Appeal for use variance	\$200.00
c) Application for sign variance	\$100.00
2. Planning Board:	<u>FEE</u>
<i>Application for Site Plan Review</i>	
Single Family Dwelling	\$125.00
Multiple Family Dwelling, Commercial or Industrial	\$200.00 plus \$30.00 per 1000 square foot
Application for a Special Permit	\$125.00
<i>Application for Preliminary</i>	\$125.00 plus \$20.00 for each additional
Hearing on a Subdivision of land into two parcels	parcel that is subdivided

Application for Final Hearing on a Subdivision into two or more parcels \$50.00 per parcel over two parcels

- All Engineering fees incurred by the Planning Board in their review of a subdivision are to be charged to the applicant plus 10% administrative reimbursement.
- All fees required when filing special districts, such as drainage and park districts, with Monroe County will be charged to the applicant.

Lot Line Adjustments made administratively \$50.00

Peddler Permit \$40.00

3. Building Permits:

(T.G.A.) TOTAL GROSS AREA

All residential single family construction	\$ 10.00 per 100 sq. ft. (T.G.A)
Multiple dwelling & townhouse construction	\$ 11.00 per 100 sq. ft. (T.G.A.)
Commercial or industrial construction	\$ 12.00 per 100 sq. ft. (T.G.A.)
Agricultural use construction	\$ 5.50 per 100 sq. ft. (T.G.A.)

Minimum building fee	\$ 50.00 for all construction
Maximum building fee	\$100.00 for agricultural construction

Miscellaneous building fee \$ 50.00
 * chimney *fireplace * wood stove
 * outdoor furnace * shed

- Any engineering fees incurred, at the discretion of the Building Department, for plan review or consultation, to be billed to the applicant at cost plus 10% administrative expenses.

Re-inspection fee \$ 50.00
 Levied to the permit holder at the discretion of the Building Department when multiple inspections are required

Certificate of Occupancy or Compliance	Residential	\$ 50.00
	Commercial	\$100.00

Rush Town Board
 Organizational Minutes
 January 9, 2013

Sign Permit Application Fee \$ 2.00 per square foot

Swimming Pools
 1-2 Family above ground \$ 35.00
 In-ground \$ 40.00 plus \$10.00 for fence permit
 All others \$100.00 plus fence permit
 Demolition Permit \$ 50.00

Recreation Fee:

Fees charged to all new residential construction or replacement at a new street number location upon issuance of a building permit or Certificate of Occupancy to be deposited in a fund for use of land and construction capital improvements for park, playground, or recreation purposes.

Single family residential \$300.00
 Two family residential \$600.00
 Multiple dwelling:
 Studio/One bedroom per unit \$150.00
 Two bedroom per unit \$200.00
 Three or more bedrooms per unit \$300.00

Fence permit \$ 25.00
 Communication device permit \$ 10.00 per foot \$450.00 min.

Building permits can be renewed for ½ the original permit fee, the minimum permit fee will still apply.

Road Work Permits:

Fees:
 Residential driveway - town road \$ 80.00
 Commercial driveway - town road \$120.00
 Temporary access - construction \$ 80.00
 Underground boring \$ 80.00
 Road cuts \$300.00
 Work within ROW \$ 80.00

Fees:
 Annual inspection of residential rental property \$50.00
 Replacement of doors and windows \$50.00
 Annual fire inspection of Commercial/Industrial \$50.00
 Re-roofing permit \$50.00

Rush Town Board
 Organizational Minutes
 January 9, 2013

Permit for interior remodeling	\$50.00
Installation of underground fuel tanks	\$50.00
Back-up generator installation	\$50.00
Electrical repairs/additions	\$50.00
HVAC replacements	\$50.00
Operating permits	\$50.00

Councilman Woolaver seconded the motion.

RESOLUTION #45-2013

Councilman Riepe moved, BE IT RESOLVED, that the salaried positions, established for retirement purposes and based on time logs and hours provided for in department budgets, are as follows:

Salaried Positions	General Fund Wage Schedule 2013				
	Merit Step Positions				
	-----Step-----				
	1	2	3	4	5
Building & Code Compliance Inspector	28,388	29,239	30,117	31,019	31,949
Director of Finance	22,601	23,280	23,978	24,697	25,438
Assessor	17,020	17,531	18,057	18,600	19,157
Budget Officer	3,821	3,936	4,053	4,175	4,300
Fire Marshall, Asst. Bldg. & Code Compl.	6,586	6,783	6,987	7,196	7,413
Historian	3,328	3,428	3,531	3,637	3,746
Dog Control Officer	4,082	4,205	4,331	4,461	4,595
Dog Control Officer -2	206	212	218	224	231
Laborer-Town Hall	5,246	5,403	5,565	5,731	5,903
Emergency Disaster Officer	1,020	1,050	1,081	1,113	1,146

Elected Officials

Elected Officials – Salaries 2013	
Supervisor	31,017
Town Clerk/Tax Collector	52,010
Highway Superintendent	70,817
Councilperson	7,373
Town Justice	13,490

Rush Town Board
 Organizational Minutes
 January 9, 2013

Hourly Positions	General Fund Wage Schedule 2013				
	Merit Step Positions				
	-----Step-----				
	1	2	3	4	5
Secretary to Supervisor	14.18	14.61	15.05	15.49	15.96
Deputy Town Clerk	14.18	14.61	15.05	15.49	15.96
Assessment Clerk -PT	13.37	13.77	14.19	14.62	15.06
Secretary Planning & Zoning	12.85	13.23	13.63	14.04	14.45
Court Clerk 1	14.49	14.93	15.38	15.83	16.31
Clerk IV (Cashier)	11.97	12.34	12.71	13.10	13.49
Court Attendant -PT	12.14	12.51	12.88	13.27	13.66
Recreation Supervisor	14.44	14.88	15.32	15.78	16.26
Recreation Leader PT -1	13.52	13.92	14.34	14.76	15.21
Recreation Leader -Seasonal -2	10.24	10.55	10.86	11.19	11.52
Recreation Attendant 1	10.80	11.12	11.45	11.80	12.15
Recreation Attendant 2	9.88	10.19	10.49	10.80	11.12
Recreation Attendant 3	9.32	9.60	9.89	10.20	10.50
Laborer (Town Hall)	12.03	12.39	12.77	13.15	13.55
Laborer 2, Parks	11.81	12.16	12.53	12.90	13.29

Councilman Woolaver seconded the motion.

RESOLUTION #46-2013

Supervisor Anderson, moved BE IT RESOLVED that the following hourly rate schedules be adopted and established for retirement purposes and based on time logs and hours provided for in department budgets are as follows:

	Highway Department Wage Schedule 2013						
	Merit Step Positions						
	-----Step-----						
	1	2	3	4	5	6	7
Foreman	25.90	26.67	27.47	28.29	29.14	30.02	30.92
Deputy Highway Super.-Stipend	1,327	1,366	1,407	1,449	1,493	1,538	1,583
Heavy Motor Equip Operator	20.76	21.38	22.02	22.70	23.37	24.06	24.79
Motor Equip Operator -1	19.57	20.16	20.76	21.38	22.02	22.70	23.37
Motor Equip Operator -2	19.00	19.57	20.16	20.76	21.38	22.02	22.70
Laborer	12.63	13.01	13.40	13.81	14.22	14.65	15.09
Clerk	12.60	12.97	13.36	13.76	14.18	14.61	15.05
Dispatcher 1	12.63	13.01	13.40	13.81	14.22	14.65	15.09
Dispatcher 2	11.00	11.33	11.67	12.03	12.39	12.77	13.15
Dispatcher 3	10.68	11.00	11.33	11.67	12.03	12.39	12.77

Library Wage Schedule 2013

	Merit Step Positions				
	-----Step-----				
	A	B	C	D	E
Library Technician	34,724	35,765	36,837	37,942	39,080
Senior Library Clerk	12.03	12.39	12.77	13.15	13.55
Library Cleaner (non-step)	12.51				
Library Clerk	9.60	9.89	10.20	10.50	10.81
Library Page	8.20	8.45	8.70	8.96	9.23

The following salaries for library personnel have been approved by the Rush Public Library Board of Trustees:

Election Inspectors Pay Schedule

Fees are adopted by the Monroe County Board of Elections

Primary Day (10 hour day) @\$10/hr.	100.00
Election Day (17 hour day)@10/hr.	170.00
Chairperson - General (1 per district)	40.00
Chairperson –Primary	22.50
New Inspector training/test	25.00
Three-year training/test	25.00

Councilwoman Frank seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #47-2013

Supervisor Anderson moved BE IT RESOLVED to adopt the following salary effective January 1, 2013, and that such salary is payable quarterly unless otherwise noted:

Appointed Officials – Board Salaries 2013

Chairperson, Planning Board	842
Member, Planning Board	649
Chairperson, Zoning Board	736

Rush Town Board
Organizational Minutes
January 9, 2013

Member, Zoning Board	562
Chairperson, Conservation Board	736
Member, Conservation Board	562
Chairperson, Assessment Review Board	153 (refer to Resolution #20-2013)
Member, Assessment Review Board	102 (refer to Resolution #20-2013)

Councilwoman Frank seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #48-2013

Councilman Woolaver moved, BE IT RESOLVED, that the Highway Department and Highway Superintendent's time is based on an 8 hour day. Town Hall employee's time is based on a 7 hour day. All positions classified as part-time are based on a 6 or less hour day. Councilwoman Steiner seconded the motion.

Roll:	Councilman Riepe	aye	
	Councilwoman Steiner	aye	
	Councilman Woolaver	aye	
	Councilwoman Frank	aye	
	Supervisor Anderson	aye	carried.

RESOLUTION #49-2013

Councilman Woolaver moved, BE IT RESOLVED, that the Employee Manual, 704 Holidays, be amended to provide the following 12 paid holidays for full-time employees in accordance with the following schedule:

- | | |
|--------------------------------|---------------------------------|
| (1) New Year's Eve | (7) Columbus Day |
| (2) Good Friday | (8) Veteran's Day |
| (3) Memorial Day | (9) Thanksgiving Day |
| (4) Independence Day | (10) Day after Thanksgiving Day |
| (5) Day after Independence Day | (11) Christmas Day |
| (6) Labor Day | (12) Floating Holiday |

Councilwoman Steiner seconded the motion.

Rush Town Board
Organizational Minutes
January 9, 2013

RESOLUTION #50-2013

There being no further business, Councilman Woolaver offered to adjourn the Organizational Meeting. Councilwoman Steiner seconded the motion and a vote of common consent declared the meeting adjourned at 7:35 PM.

Respectfully submitted,

Pamela J. Bucci
Town Clerk