

RUSH TOWN BOARD
2014 Organizational Meeting
January 8, 2014

The Organizational Meeting of the Rush Town Board was called to order by Supervisor Richard Anderson at 7:10 PM on January 8, 2014, at the Rush Town Offices, 5977 East Henrietta Road, Rush, New York, preceded by the Pledge of Allegiance to the Flag.

PRESENT: Kathryn Steiner ---- Councilperson
 Daniel Woolaver ---- Councilperson
 Cathleen Frank ---- Councilperson
 Rita McCarthy ---- Councilperson
 Richard Anderson ---- Supervisor
 Pamela Bucci ---- Town Clerk
 Frank Pavia, Esq. ---- Town Attorney

OTHERS: Al Sweet ---- Resident
 Paula Anderson ---- Resident
 Dave Sluberski ---- Resident
 Julia Lederman ---- Resident
 Mark David ---- Resident, Highway Superintendent
 Matt Schwasman ---- Resident

Supervisor Anderson noted that the newly elected Town Board member Cathleen Frank and Rita McCarthy along with himself, as re-elected Town Supervisor, have duly taken their oath by being sworn in by the Town Clerk prior to the meeting.

RESOLUTION #1-2014

Councilperson 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, 2014 and ending December 31, 2014. Councilperson Woolaver seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

Assessor's Office:

Assessor's Clerk:

Colleen Statskey

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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 Laborer:	Richard Schneider
Maintenance Laborer:	Cecil Palmer
Maintenance Laborer:	William Chase

Dog Control Office:

Dog Control Officer:	Michael Czora
Emergency Dog Control Officer:	William Chase

Recreation Office:

Recreation Supervisor:	Patricia Stephens
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Supervisor's Office:

Secretary to Supervisor:	Valerie Mertsock
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Town Historian Office:

Town Historian:	Vacant
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RESOLUTION #2-2014

Councilperson 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 2014 pursuant to Section 103(2) of Town Law and as part-time Director of Finance for the year 2014. Councilperson Woolaver seconded to the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #3-2014

Councilperson Steiner moved, BE IT RESOLVED, that the Town Board acknowledges and approves the Town Clerk's reappointment of Shivaun Featherman as full-time Deputy Town Clerk for the year beginning January 1, 2014 and ending December 31, 2014. Councilperson Woolaver seconded to the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION# 4-2014

Councilperson 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, 2014 and ending December 31, 2014. Councilperson Woolaver 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

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #5-2014

Councilperson 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, 2014 and ending December 31, 2014. Councilperson Woolaver seconded to the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #6-2014

Councilperson Woolaver 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. Supervisor Anderson seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #7-2014

Councilperson Woolaver moved BE IT RESOLVED that the Town Board acknowledges that the Town Clerk Pamela Bucci has been appointed as the Licensing Agent for the New York State Department of Conservation (NYSDEC) which provides hunting and fishing licenses to all eligible persons. Supervisor Anderson seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #8-2014

Councilperson Woolaver moved, BE IT RESOLVED, that Town Clerk Pamela Bucci shall be appointed as Registrar of Vital Statistics for 2014. Supervisor Anderson seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #9-2014

Councilperson Woolaver 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, 2014 and ending December 31, 2018. Supervisor Anderson seconded the motion.

Planning Board:	Rick Wurzer
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Conservation Board: Sue Woolaver
Zoning Board: To be announced

RESOLUTION #10-2014

Councilperson Woolaver moved, BE IT RESOLVED, that the following persons be reappointed as Chairpersons to the following boards commencing January 1, 2014 and ending December 31, 2014. Supervisor Anderson seconded the motion.

Planning Board: John Felsen
Zoning Board of Appeals: Amber Corbin
Conservation Board: Dave Watson
Board of Assessment Review: Karen Hopkins

Roll:

Kathryn Steiner aye
Daniel Woolaver aye
Cathleen Frank aye
Rita McCarthy aye
Richard Anderson aye carried.

RESOLUTION #11-2014

Supervisor Anderson 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 2014. Councilperson Frank seconded the motion.

Planning Board: John Morelli
Zoning Board of Appeals: Garry Koppers
Conservation Board: Julia Lederman

Roll:

Kathryn Steiner aye
Daniel Woolaver aye
Cathleen Frank aye
Rita McCarthy aye
Richard Anderson aye carried.

RESOLUTION #12-2014

Supervisor Anderson 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 found in the Employee Manual to the new appointees and file such appointments as required by law. Councilperson Frank seconded the motion.

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Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #13-2014

Supervisor Anderson 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. Councilperson Frank seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #14-2014

Supervisor Anderson 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. Councilperson Frank seconded the motion.

<i>Terry Shearn, Member:</i>	<i>term ending 12/31/2015</i>
<i>Julia Lederman, Member:</i>	<i>term ending 12/31/2018</i>
<i>Letty Laskowski, Vice-Pres.:</i>	<i>term ending 12/31/2018</i>
<i>Rob Lewkowicz, President:</i>	<i>term ending 12/30/2014</i>
<i>James Richards, Member:</i>	<i>term ending 12/31/2015</i>
<i>Kurt Ringo, Treasurer:</i>	<i>term ending 12/31/2015</i>
<i>Jack Mould, Secretary:</i>	<i>term ending 12/31/2014</i>

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #15-2014

Supervisor Anderson moved, BE IT RESOLVED, that the Town Board acknowledges and approve Assessor's Grievance Day for 2014 to be held the 4th Tuesday in May as May 27, 2014. Councilperson seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #16-2014

Councilperson 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. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #17-2014

Councilperson Frank moved, BE IT RESOLVED, that CHA, 16 Main Street, Powers Building, Rochester, New York shall be appointed as engineers for the Town. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #18-2014

Councilperson Frank authorizes Supervisor Anderson to enter into a municipal consultant agreement with the engineering firm CHA for the year 2014. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	

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Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #19-2014

Councilperson Frank 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, continuing our agreement which commenced January 1, 2013 and ends December 31, 2014 for a retainer fee of \$46,000.00 excluding litigation which, when authorized, will be billed at an hourly rate. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #20-2014

Councilperson Frank moved BE IT RESOLVED that the Supervisor enter into a Memorandum of Understanding with the Rush Fire District for the purpose of allowing access to the town's fuel storage facility at the same state-bid cost as the Town assumes. Memorandum of Understand is effective January 1, 2014 through December 31, 2014. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #21-2014

Councilperson McCarthy 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 2014. 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 2014. Councilperson Steiner seconded the motion.

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Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #22-2014

Councilperson McCarthy moved, BE IT RESOLVED, that the Payroll Schedule for 2014 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, 2014, 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 27, 2014, for the Board of Assessment Review. Councilperson Steiner seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #23-2014

Councilperson McCarthy 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. Councilperson Steiner seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #24-2014

Councilperson McCarthy 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. Councilperson Steiner seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #25-2014

Councilperson Steiner 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. Councilperson Woolaver seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #26-2014

Councilperson Steiner 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. Councilperson Woolaver seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #27-2014

Councilperson Steiner 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. Councilperson Woolaver seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	

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Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #28-2014

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

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #29-2014

Councilperson Woolaver moved, BE IT RESOLVED, that vouchers for claims be submitted to the Town Clerk's office by noon on the Wednesday 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:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #30-2014

Councilperson 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:

Kathryn Steiner	aye	
Daniel Woolaver	aye	

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Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #31-2014

Councilperson McCarthy moved, BE IT RESOLVED, that the membership in the Association of Towns of the State of New York and payment of membership dues for 2014 in the amount of \$1,000.00 is hereby authorized. Councilperson Frank seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #32-2014

Councilperson McCarthy 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. Councilperson Frank seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #33-2014

Councilperson McCarthy, 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 2014. Councilperson Frank seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION 34-2014

Supervisor Anderson 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. Councilperson Steiner seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #35-2014

Supervisor Anderson moved, BE IT RESOLVED, that the Town contract to lease space at Suburban Animal Hospital for the three-day legally required holding period and also in accordance with the Rush Town Code for stray dogs from the town. Councilperson Steiner seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #36-2014

Supervisor Anderson moved, BE IT RESOLVED, that petty cash funds be continued and established as follows for 2014:

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		

Councilperson Steiner seconded the motion.

RESOLUTION #37-2014

Councilperson Frank 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 and in accordance with the Credit Card Use Policy dated and

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adopted by the Town Board on December 30, 2013. Councilperson Woolaver 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:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #38-2014

Councilperson 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. Councilperson Woolaver seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #39-2014

Councilperson 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. Councilperson Woolaver seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	

Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #40-2014

Councilperson Steiner 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 2014 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 2014. Councilperson McCarthy seconded the motion.

Roll:

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #41-2014

Councilperson Steiner 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 Cathleen Frank, as Deputy Supervisor for the year 2014 with the right to carry out the duties of the Town that might need attention during the absence of the Supervisor. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #42-2014

Councilperson Steiner 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 Cathleen Frank, 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. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #43-2014

Councilperson Steiner moved, BE IT RESOLVED, that the authorized mileage reimbursement be set at \$.565 per mile as set by the 2014 United States Government Internal Revenue Service optional standard mileage rate. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #44-2014

Councilperson Woolaver 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. Councilperson Frank seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #45-2014

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: Cathleen Frank

Fire Commissioners: Cathleen Frank Recreation Department: Richard Anderson
 Library Board of Trustees: Rita McCarthy Zoning Board of Appeals: Daniel Woolaver
 Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #46-2014

Councilperson Woolaver moved, BE IT RESOLVED, that the Town Board sets the following fee schedule for the year 2014, unchanged from 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
<i>Application for Final Hearing on</i>	\$50.00 per parcel over two parcels
a Subdivision into two or more 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

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.

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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
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

Councilperson Frank seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #47-2014

Councilperson Woolaver 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 2014				
	Merit Step Positions				
	-----Step-----				
	1	2	3	4	5
Building & Code Compliance Inspector	28,956	29,824	30,719	31,639	32,588
Director of Finance	23,053	23,746	24,458	25,191	25,947
Assessor	17,360	17,882	18,418	18,972	19,540
Budget Officer	3,897	4,015	4,134	4,259	4,386
Fire Marshall, Asst. Bldg. & Code Compl.	6,718	6,919	7,127	7,340	7,561
Historian	3,395	3,497	3,602	3,710	3,821
Dog Control Officer	4,164	4,289	4,418	4,550	4,687
Dog Control Officer -2	210	216	222	228	236
Laborer-Town Hall	5,351	5,511	5,676	5,846	6,021
Emergency Disaster Officer	1,040	1,071	1,103	1,135	1,169

Elected Officials

Elected Officials – Salaries 2014	
Supervisor (no increase from 2013)	31,017
Town Clerk/Tax Collector	53,050
Highway Superintendent	72,233
Councilperson (no increase form 2013)	7,373
Town Justice	13,760

Hourly Positions	General Fund Wage Schedule 2014				
	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

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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

Councilperson Frank seconded the motion.

RESOLUTION #48-2014

Councilperson Frank, 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 2014							
Merit Step Positions							
	-----Step-----						
	1	2	3	4	5	6	7
Foreman	26.42	27.20	28.02	28.86	29.72	30.62	31.54
Deputy Highway Super.-Stipend	1,354	1,393	1,435	1,478	1,523	1,569	1,615
Heavy Motor Equip Operator	21.18	21.81	22.46	23.15	23.84	24.54	25.29
Motor Equip Operator -1	19.96	20.56	21.18	21.81	22.46	23.15	23.84
Motor Equip Operator -2	19.38	19.96	20.56	21.18	21.81	22.46	23.15
Laborer	12.88	13.27	13.67	14.09	14.50	14.94	15.39
Clerk	12.85	13.23	13.63	14.04	14.46	14.90	15.35
Dispatcher 1	12.88	13.27	13.67	14.09	14.50	14.94	15.39
Dispatcher 2	11.22	11.56	11.90	12.27	12.64	13.03	13.41
Dispatcher 3	10.89	11.22	11.56	11.90	12.27	12.64	13.03

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

Library Wage Schedule 2014					
Merit Step Positions					
	-----Step-----				
	A	B	C	D	E
Library Technician	35,418	36,480	37,574	38,701	39,862
Senior Library Clerk	12.27	12.64	13.03	13.41	13.82
Library Cleaner (non-step)	12.76				
Library Clerk	9.79	10.09	10.40	10.71	11.03
Library Aide	9.44	9.72	10.02	10.31	10.62
Library Page	8.36	8.62	8.87	9.14	9.41

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

Councilperson McCarthy seconded the motion.

RESOLUTION #49-2014

Councilperson Frank, moved BE IT RESOLVED, to adopt the following salary effective January 1, 2014, and that such salary is payable quarterly unless otherwise noted:

Appointed Officials – Board Salaries 2014

Chairperson, Planning Board	859
Member, Planning Board	662
Chairperson, Zoning Board	751
Member, Zoning Board	573
Chairperson, Conservation Board	751
Member, Conservation Board	573
Chairperson, Assessment Review Board	159 (refer to Resolution #20-2013)
Member, Assessment Review Board	106 (refer to Resolution #20-2013)

Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #50-2014

Councilperson Frank 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. Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #51-2014

Councilperson Frank 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 Day | (7) Columbus Day |
| (2) Good Friday | (8) Veteran's Day |
| (3) Memorial Day | (9) Thanksgiving Day |
| (4) July 3 rd - Independence Day | (10) Day after Thanksgiving Day |
| (5) Independence Day | (11) Christmas Day |
| (6) Labor Day | (12) Floating Holiday of Choice |

Councilperson McCarthy seconded the motion.

Roll:

Kathryn Steiner	aye	
Daniel Woolaver	aye	
Cathleen Frank	aye	
Rita McCarthy	aye	
Richard Anderson	aye	carried.

RESOLUTION #52-2014

There being no further business, Supervisor Anderson offered to adjourn the Organizational Meeting. The motion was approved by common and the meeting declared adjourned at 7:50 PM.

Respectfully submitted,

Pamela J. Bucci
Town Clerk