

ATHENS TOWNSHIP SUPERVISORS
January 2, 2018 6:00 PM
Organization Meeting

The meeting was called to order at 7:20 PM by Solicitor John Thompson. Supervisors present were George Ballenstedt, Susan Seck, Christine Vough, Ronald Reagan and Kirstie Lake. Secretary Robin Smith and Treasurer Ruth Casterline were also in attendance.

On motion of Ron, second by Susan, it was unanimous to appoint Robin as Secretary pro tem.

On motion of George, second by Christine, it passed to elect Ronald Reagan as Chairman. Ron abstained from the vote.

On motion of George, second by Ron, it was unanimous to elect Christine Vough as Vice Chairman. Christine abstained from the vote.

On motion of Christine, second by George, it was unanimous to reappoint Robin Smith as Secretary of the Board for 2018.

On motion of Christine, second by Susan, it was unanimous to reappoint Ruth Casterline as Treasurer of the Board for 2018.

On motion of George, second by Christine, it was unanimous to reappoint Susan Seck as Director of Public Works for 2018. Susan abstained from the vote.

On motion of George, second by Ron, it was unanimous to hire Attorney John Thompson to represent the Township for 2018 at a rate of \$105 per hour.

On motion of Ron, second by George, it was unanimous to accept Kirstie Lake's resignation from the Athens Township Zoning Hearing Board.

At this time, District Magistrate Larry Hurley swore in Roger Clink as the new Athens Township Chief of Police. Ron Reagan presented a token of appreciation to outgoing Chief of Police, Larry Hurley for his many years of service; and a token of appreciation to outgoing Patrolman, Roger Clink for his 25 years of service.

On motion of George, second by Kirstie, it was unanimous to approve the following paid holidays: January 1, President's Day, Good Friday, Memorial Day, 4th of July, Labor Day, Thanksgiving, Veterans Day (Nov. 11th), Christmas & 1 floating holiday for full-time Non-Uniform employees granted immediately according to date of hire. Bargaining Unit holidays as per respective contracts.

On motion of Christine, second by George, it was unanimous to approve paid sick days per year for full-time Non-Uniform employees (present schedule 15 days per year after 1 year of service with the ability to carry over 45 unused days accumulation not to exceed 60 days). A doctor excuse is required after 3 consecutive days. May use up to 10 days/year as FamilySick Leave ONLY if an immediate family

Athens Township Supervisors
January 2, 2018

member requires hospitalization or care afterwards. Bargaining Unit sick days as per respective contracts.

On motion of George, second by Kirstie, it was unanimous to approve vacation time for full-time Non-Uniform employees: After one year employment - 10 days. After 5 years employment - 15 days. After

six years employment, one vacation day per year of service shall be received up to a maximum of 25 days. No more than 4 weeks can be carried over. Bargaining Unit vacation as per respective contracts.

On motion of Kirstie, second by Ron, it was unanimous to approve time off with pay for bereavement leave for Non-Uniform employees: for the death of husband, wife, children or stepchildren - 5 working days; mother, father, sister or brother - 5 working days; mother-in-law or father-in-law - 5 working days; aunt, uncle, grandparents, grandchild, niece, nephew, brother-in-law, sister-in-law - 3 working days. This leave time is for employee or spouse family member and also includes the death of any 'step-'. Granted immediately after employment. Bargaining Unit bereavement leave as per respective contracts.

On motion of Christine, second by Kirstie, it was unanimous to approve to continue to provide dental and vision coverage for each full-time Non-Uniform employee including the family plan, if applicable, as well as individual and family hospitalization benefits under NYS Teamsters Health and Hospital Fund; to provide short term and long term disability, AD&D and \$75,000 life insurance for police officers through Nationwide; provide short term disability (long term disability and AD&D insurance for police chief, Elaine and Ruth) and life insurance of \$30,000.00 for full-time Non-Uniform employees Bargaining Unit employee insurance as per respective contracts.

On motion of Ron, second by George, it was unanimous to approve 4 personal days for full-time Non-Uniform employees. Granted immediately and prorated according to date of hire. Bargaining Unit employee personal days as per respective contracts.

On motion of Ron, second by Christine, it was unanimous to approve & provide the Township Non-Uniform Pension Plan and contribute \$88,507 to it and provide a Police Pension Plan and contribute \$72,832 to it for 2018. The employee will be enrolled immediately upon hiring.

On motion of George, second by Kirstie, it was unanimous to approve that any supervisor in office during 2018 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc.

On motion of Susan, second by Christine, it was unanimous to give authority to Chairman of the Board to purchase supplies and small items of equipment without formal approval of the Board; give authority to the Vice Chairman if the Chairman is unavailable; and give authority to the other three supervisors to

Page Three
Athens Township Supervisors

January 2, 2018

act in the same capacity in the event of emergency when the Chairman or Vice Chairman are not available.

On motion of Ron, second by George, it was unanimous to appoint Richard Bean as a member of the Vacancy Board for 2018.

Voice of the Residents – none

On motion of Christine, second by Susan, it was unanimous to adopt RESOLUTION 2018-01 designating C & N Bank and M & T Bank as our depositories for 2018.

On motion of Ron, second by Christine, it was unanimous to adopt RESOLUTION 2018-02 appointing Cheryl Wood-Walter and George Ballenstedt as Athens Township's two representatives to the Bradford County Sanitation Committee Appeals Board for 2018.

On motion of Ron, second by Kirstie, it was unanimous to adopt RESOLUTION 2018-03 designating Ruth Casterline as our primary voting delegate and George Ballenstedt as our first alternate voting delegate for the Bradford County TCC.

On motion of Ron, second by George, it was unanimous to approve, sign and execute Chief Clink's Memorandum of Understanding for 2018.

On motion of George, second by Christine, it was unanimous to allow the Treasurer to pay bills during each month that become due or will be discounted before our meeting at the end of each month.

Ruth requested guidance on how to process Randy Harford's retirement since we do not have a new union contract yet for 2018. Discussion was held. On motion of George, second by Ron, it was unanimous to use the 2015 – 2017 Public Works contract for the purpose of determining Randy Harford's final retirement payout upon his separation. Susan will call Randy to find out his last day of employment and will get that to Ruth and Robin.

On motion of Ron, second by Kirstie, it was unanimous to have George be the Voting Delegate for the township at the PSATS Conference in Hershey April 23 – 26, 2018, and to give permission to anyone who is interested in going to go.

On motion of Christine, second by Kirstie, it was unanimous to set the mileage reimbursement rate for 2018 at \$.545 per mile as per IRS.

The Board set their meeting with Larry Alderson for Monday, January 8th at 6 PM.

On motion of George, second by Kirstie, it was unanimous to appoint Ron Reagan to both the police and non-uniform pension boards.

John Thompson will look over the Spectrum (Time Warner) franchise agreement and get the ball rolling for the renewal.

On motion of Ron, second by George, it was unanimous to have Robin bid out fuel for our January meeting.

There being no further business, on motion of George, second by Susan, the meeting adjourned at 8:45 PM.

Respectfully submitted,

Robin L. Smith
Athens Township Secretary