

ATHENS TOWNSHIP SUPERVISORS
January 3, 2017 6:00 PM
Organization Meeting

The meeting was called to order at 6:00 PM. Supervisors present were George Ballenstedt, Susan Seck, Christine Vough, Ronald Reagan and Cheryl Wood-Walter. Secretary Robin Smith and Treasurer Ruth Casterline were also in attendance.

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

On motion of George, second by Christine, it passed to elect Cheryl Wood-Walter as Chairman. Cheryl abstained from the vote.

On motion of George, second by Cheryl, it was unanimous to elect Ronald Reagan as Vice Chairman.

On motion of Ron, second by Christine, it was unanimous to reappoint Robin Smith as Secretary of the Board for 2017.

On motion of Cheryl, second by Christine, it was unanimous to reappoint Ruth Casterline as Treasurer of the Board for 2017.

On motion of George, second by Christine, it was unanimous to reappoint Susan Seck as Director of Public Works for 2017.

On motion of Ron, second by Cheryl, it was unanimous to hire Attorney John Thompson to represent the Township for 2017 at a rate of \$105 per hour.

On motion of George, second by Christine, 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 Cheryl, 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 5 unused days accumulation not to exceed 30 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 member requires hospitalization or care afterwards. Bargaining Unit sick days as per respective contracts.

On motion of George, second by Christine, 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 Cheryl, second by Christine, 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 George, 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 some) 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 Cheryl, 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 Christine, second by George, it was unanimous to approve & provide the Township Non-Uniform Pension Plan and contribute \$101,593 to it and provide a Police Pension Plan and contribute \$94,486 to it for 2017. The employee will be enrolled immediately upon hiring.

On motion of Christine, second by George, it was unanimous to approve that any supervisor in office during 2016 shall be authorized to perform any duties pertaining to Township affairs, whether administrative, road work, etc.

On motion of Christine, second by Susan, 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 act in the same capacity in the event of emergency when the Chairman or Vice Chairman are not available.

On motion of Cheryl, second by Ron, it was unanimous to appoint Richard Bean as a member of the Vacancy Board for 2017.

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On motion of Ron, second by George, it was unanimous to appoint Code Inspections, Inc. as the building code enforcement entity for Athens Township in 2017.

Voice of the Residents – none

On motion of Ron, second by Susan, it was unanimous to adopt RESOLUTION 2017-01 designating C & N Bank and M & T Bank as our depositories for 2017.

On motion of Ron, second by Susan, it was unanimous to adopt RESOLUTION 2017-02 appointing Cheryl Wood-Walter and George Ballenstedt as Athens Township's two representatives to the Bradford County Sanitation Committee Appeals Board for 2017.

On motion of Christine, second by George, it was unanimous to approve, sign and execute Chief Hurley's Memorandum of Understanding for 2017.

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

On motion of Ron, second by Cheryl, it was unanimous to have George be the Voting Delegate for the township at the PSATS Conference in Hershey April 22 – 26, 2017.

On motion of George, second by Christine, it was unanimous to set the mileage reimbursement rate for 2017 at \$.535 per mile as per IRS.

Chairman Wood-Walter took the Board into executive session for personnel 6:20 PM. The secretary was excused and the remaining minutes were taken by Ronald Reagan. The regular meeting reconvened at 7:16 PM.

On motion of Ron, second by Christine, it was unanimous to give non-uniform, non-union employees a 3% raise for 2017.

On motion of Ron, second by George, it was unanimous to allow non-uniform, non-union full-time employees to have a maximum carry-over of unused sick days not to exceed 45 days per year in addition to their 15-day annual allotment for a maximum total available of 60 days per year as of 1-1-2017.

There being no further business, the meeting adjourned at 7:25 PM.

Respectfully submitted,